

**HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD OF COMMISSIONERS MEETING**

MEETING MINUTES

October 24, 2024

**@ 412 Boulevard of the Allies; 7th Floor Board Room Pittsburgh, PA 15219
and Via Zoom Webinar**

The Housing Authority of the City of Pittsburgh (HACP) held a Meeting of the Board of Commissioners on Thursday, October 24, 2024, at 412 Boulevard of the Allies, 7th Floor Board Room, Pittsburgh, PA, and Via Zoom Webinar. The meeting began at 10:30 a.m.

The HACP Board Chair, Mr. Jake Wheatley, called the meeting to order. The Commissioners in attendance: Mr. Jake Wheatley, Mr. Kahari Mosley, Ms. Jala Rucker, and Ms. Valerie McDonald-Roberts (via zoom). Ms. Janet Evans, Mr. Majestic Lane, and Mr. Alex Laroco were not in attendance. A quorum was met.

Next, the Chair noted that the Board members previously received a copy of the September 26, 2024, the HACP Board Meeting Minutes and asked for a motion to approve the minutes. Mrs. McDonald-Roberts made a motion to approve, and Jala Rucker seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Jake Wheatley, Valerie McDonald-Roberts, and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the minutes approved.

Michelle Sandidge presented the Activity Report for October 2024.

ACTIVITY REPORT:

Michelle Sandidge presented the Activity Report for October 2024

To quote live from Harrisburg at the Gov’s ELIC meeting, “Men lie, women lie, but the numbers don’t.” 5.5 billion is generated for seniors from the lottery. It’s not all used, Gov’s office wants us to use some \$\$ towards Early Childhood Education initiatives.

Two families have moved into rehabilitated Rental Assistance Demonstration (RAD) Project-Based Voucher townhome units in Manchester Commons, an 86-unit HACP community, comprised of single-family dwellings, townhouses, and multi-family apartment buildings. All units will be rehabbed by March 2026.

These improvements are part of a number of ongoing projects across the HACP's affordable housing footprint throughout the City of @Pittsburgh as we strive to bring a higher quality of life to all residents by creating safe, affordable housing opportunities.

Executive Director Binion joined a distinguished group for an engagement with County Executive, USICH (United States Interagency Council on Homeless) Director Jeff Olivet, and HUD Regional Administrator Matthew Heckles on the 500 in 500 initiative. ~ Kudos to Occupancy and HCV. For the 11day turnaround making homes available to address homeless housing needs.

~ Ground breaking on Hill for Uptown Flats. 34 PBVs /ACES DUECES BAR. Bethlehem Haven and Mercy Foundation will provide housing for homeless women.

~ This coming Monday, a Stake in the ground celebration at the Reed Roberts location part of the Choice Neighborhood relocation efforts. This first phase, will have 123 Bedford Replacement Units on site.

Switching gears....Congrats....

Denise B from CA. The PNC Cyber Grant Award application was approved for the CyberBus, a \$15k revolving award.

The CyberBus was featured at the 17th Annual Bettis Bus Stops Here foundation fundraiser at Acrisure Stadium, at Explore Pgh Tech Week with Google the Mayor, PPS and Navy Admiral Anderson and staff visited the CyberBus at Urban Academy in Homewood.

CyberBus programs rolls on with the Simon Initiative and the Brick Clubs @CarnegieMellon. This partnership is set to provide a whole new level of support for all residents interested entering the quality education/ workforce to improve their economic standing.

H2P article in the Pitt wire on our 16.8 million \$\$ grant submission to NTIA for digital initiatives. And we were honored at County Council this month for digital inclusion week

The HUD Pittsburgh Field Office and HACP joined Acting Secretary of Labor Julie Su and DOL Women's Bureau Director Wendy Chun-Hoon to celebrate federal workforce investment in underserved communities. HUD and DOL have asked the HACP to present nationally on REP/ S3 in hopes of merging departments employment efforts

~HUD NSPIRE#s for 2024The national standards for physical inspection of real estate . Scoring 60 and above passes w/a 28 day inspection notification HUD looks at doors, elevators, grab bars, drainage, flammable and combustible items, sewage, leakage, electricity, sharp edges, walls, windows, trash, tripping hazards, ventilation, and more. BIG congratulations to / PM / FS , Procurement.

~Legacy Communities
Arlington Heights 91
Bedford Dwellings 91
Allegheny Dwellings 76
OTHER COMMUNITIES
Homewood North 93
Northview Heights 87
Pressley Street 83
Caliguri 90
Murray Towers 93
Pennsylvania Bidwell 83
Scattered Sites North 73.
Mixed Finance w/ACC UNITS
Silverlake Commons 77
Legacy 82
Scores lower than our legacy communities. Say What???

We are the largest affordable housing provider in the city of Pittsburgh and Exec Dir Binion and HUD want us to maintain that title. We continue to create unique housing opportunities. A national concept that we've been asked to present on Spoiler alert ...If we can't attract additional landlords, we partner with our GAP program. We use HCV funds to build it or buy it ourselves! A voucher and no housing prospects is like having a stove with no electricity or gas. Using voucher funds creatively to make Voucher use a reality. I call it reversing the bait and switch to bait and housing.

CLOSING! The Heat Miser, Marty Werling of FS keeping residents warm, weekends, holidays and all times of the day and night. "This guy is on Fire."

End of Activity Report.

Next, Commissioner Wheatley asked the Board for a motion to approve the Activity Report. Commissioner Valerie McDonald-Roberts made a motion to approve, and Commissioner Jala Rucker seconded the motion. After a discussion.

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Jake Wheatley, Valerie McDonald-Roberts, and Jala Rucker; and

"NAYS": None.

The Chair declared the motion carried and the Activity Report approved.

PUBLIC COMMENTS WRITTEN:

Robbie Oppenheim

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robbie@splitrockrep.com

Wants Comment Read Aloud: YES

Wants Response: YES

We request that to be considered a substantial rehabilitation and to qualify for the Rehabilitation Voucher Payment standards, the required improvement spend be increased from \$12,000 to \$25,000. In today's local economy, \$12,000 is not enough to increase the quality of the unit or to increase the overall experience and safety of the voucher holder. A \$25,000 minimum will help to incentivize Landlords willing to provide a market quality unit. Due to the 2024 Rehabilitation Standards that were in place for the first part of the year, we have had great success in purchasing beautiful homes in safe neighborhoods and investing anywhere from \$25,000-\$40,000 per unit to create a beautiful home for our tenants.

We would like to propose a 20% increase over the 2025 Rehabilitation Voucher Payment Standards for new construction. We are currently under contract for two sites, one in Garfield and one in Homewood, and plan to build an attached 2-unit rental on each. Because of the availability of potential vacant sites, incentivizing Landlords to build new products could introduce an abundance of beautiful new homes to Voucher holders while not taking away from the existing housing stock.

The newly proposed 2025 Application Limits are very concerning and if approved, would seriously hinder our ability to continue purchasing and providing beautiful, fully renovated homes within the City and force us to focus on Allegheny County and adjacent Counties. This proposed policy is counterproductive to helping the community find affordable, quality housing.

Mr. Kahari Mosley joined the meeting at this time.

RESOLUTIONS:

RESOLUTION No. 66 of 2024

A Resolution - Approving the Housing Choice Voucher FY 2025 Payment Standards

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) establishes Fair Market Rents (FMR) for each U.S. market annually; and

WHEREAS, to increase affordable units in the City of Pittsburgh, the Housing Authority City of Pittsburgh (HACP) established HUD-approved Moving to Work (MTW) activities under the FY 2024 HACP MTW Annual Plan; and

WHEREAS, the FY 2024 HACP MTW Annual Plan was approved by the HACP Board of Commissioners on September 28, 2023, and approved by the HUD MTW Office on November 28, 2023; and

WHEREAS, the approved activities include establishing Housing Choice Voucher (HCV) alternative payment standards, specifically the Tiered, Rehabilitation, and Reasonable Accommodation Payment Standards; and

WHEREAS, on August 15, 2024, the HUD Office of Policy, Development & Research (PD&R) provided the HACP with specially calculated FY 2025 Allegheny County FMRs; and

WHEREAS, the Tiered Payment Standard enables the HCV owners to receive Housing Assistance Payments (HAP) ranging from 110% to 160% of the HUD-approved FMR for Allegheny County based on the unit’s census tract location minus tenant-paid utilities; and

WHEREAS, the Rehabilitation and Reasonable Accommodation Payment Standards provide a 10% increase over the applicable tiered Allegheny County FMR minus tenant-paid utilities; and

WHEREAS, the proposed FY 2025 HCV Payment Standard Charts were posted in local newspapers from Sunday, October 6, 2024, to Friday, October 18, 2024; and

WHEREAS, the proposed FY 2025 HCV Payment Standard Charts were available for public review and comment the HACP website and social media from Thursday, September 26, 2024, to Monday, October 28, 2024, via the following link: https://hacp.org/public_notices/public-notice-of-proposed-fy-2025-hacp-housing-choice-voucher-program-payment-standards/; and

WHEREAS, the HACP held virtual public hearings via Zoom on Wednesday, October 9, 2024 at 9:30 am and 5:30 pm, with no public attendance or comments submitted; and

WHEREAS, the HACP intends to apply the FY 2025 MTW Tiered, Rehabilitation, and Reasonable Accommodation Payment Standards effective January 1, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to update the Housing Choice Voucher (HCV) Program Tiered, Rehabilitation, and Reasonable Accommodations Payment Standards as listed in the “Table of Exhibit” effective January 1, 2025, except or the Rehabilitation Payment Standard, which may resume in FY 2025 or later, pending further review.

Next, Commissioner Wheatley asked the Board for a motion to approve the Resolution. Commissioner Valerie McDonald-Roberts made a motion to approve, and Commissioner Mosley seconded the motion. After a discussion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Jake Wheatley, Valerie McDonald-Roberts, Kahari Mosley and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 67 of 2024

A Resolution - Authorizing the Executive Director or his Designee to Purchase Fourteen (14) Vehicles

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is necessary to replace fourteen (14) vehicles in its' fleet, in order to support operational needs throughout the authority; and

WHEREAS, the HACP has identified the Commonwealth of Pennsylvania Department of General Services Co-Stars Cooperative Purchasing Agreement that can be used for the purchase of vehicles and the purchase and installation of additional equipment; and

WHEREAS, through the identified purchasing cooperative agreement, the fourteen (14) vehicles and associated installed equipment specified to the HACP can be purchased for a cost of \$661,820.00; and

WHEREAS, an Independent Cost Estimate (ICE) was determined to be \$32,785 per SUV and \$55,640 per Van. The cost per SUV is \$26,750 which is 82% to the ICE, and the cost per Van is \$55,482 which is 99% to the ICE. Both prices are within the HACP acceptable range of 75% to 110% to the ICE; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state, and local regulations and the procurement policies and procedures of the HACP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to award a contract for the purchase of vehicles and the purchase and installation of additional equipment under the terms of the Commonwealth of Pennsylvania Department of General Services Co-Stars Cooperative Purchasing Agreement in the amount of \$661,820.00; and

Section 2. The total amount shall be paid from Program income and/or Moving To Work (MTW) funds.

Next, Commissioner Wheatley asked the Board for a motion to approve the Resolution. Mr. Mosley made a motion to approve, and Commissioner Ms. Roberts seconded the motion. After a discussion.

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Jake Wheatley, Valerie McDonald-Roberts,
Kahari Mosley and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 68 of 2024

A Resolution - Ratifying the Executive Director’s decision to write-off Collection Losses in the amount of \$306,163.19 from Tenant Accounts Receivable for the Months of July 2024- September 2024

WHEREAS, the net amount of past-due accounts of tenants who are no longer occupying a dwelling unit and who have not responded to collection notices from the Housing Authority of the City of Pittsburgh (HACP) during the months of July 2024 through September 2024 is \$306,163.19; and

WHEREAS, reasonable means of collection have been exhausted against these accounts; and

WHEREAS, the total collection losses written off from the Tenant Accounts Receivables (TARs) balance is \$306,163.19, which is 12.53% of the total rent and associated charges of \$2,444,349.62 for the third quarter of 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director’s decision to write off collection losses of \$306,163.19 from the Tenant Accounts Receivables (TARs) balance for July 2024 through September 2024 is hereby ratified.

Next, Commissioner Wheatley asked the Board for a motion to approve the Resolution. Commissioner Rucker made a motion to approve, and Commissioner McDonald-Roberts seconded the motion. After a discussion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Jake Wheatley, Valerie McDonald-Roberts, Kahari Mosley and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 69 of 2024

A Resolution - Amending the Employee Handbook to include the Multigenerational Recruitment and Retention Program (MRRP), Authorizing the Executive Director or his Designee to Update the Record Keeping Agreement with Fidelity Workplace Services LLC, Amending the Agreement with UPMC Health Plan Inc., and Authorizing the Commitment of Related Funds

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) commits to attract and retain the best talent to achieve workforce planning objectives; and

WHEREAS, the HACP must prioritize strategies to enhance employee satisfaction, engagement, and well-being to ensure certain staffing levels to fulfill the charge of providing decent and affordable housing; and

WHEREAS, the HACP has determined that post-pandemic conditions have impacted the competitiveness of a candidate-driven market, whereby the HACP must implement a Multigenerational Recruitment and Retention Program, an employee retention strategy, to reduce turnover intention by offering an enhanced suite of benefits that targets the appeal of each generation represented in the workforce; and

WHEREAS, the Multigenerational Recruitment and Retention Program comprises the Student Debt Repayment Program, Paid Parental Leave, and Retiree Health Benefits, a suite of benefits designed to enable the HACP to recruit and retain top talent across all generational cohorts in the current workforce, thereby enhancing the HACP's workforce management and overall performance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Multigenerational Recruitment and Retention Program (MRRP) Policy is approved for inclusion in the HACP Employee Handbook, effective January 1, 2025; and

Section 2. The Executive Director or his Designee is authorized to update the Record Keeping agreement with Fidelity Workplace Services LLC to include services related to the administration of the Student Debt Repayment Program for a monthly fee of \$6.00 per participant, for an annual charge not to exceed \$28,800; and

Section 3. The Executive Director or his Designee is authorized to amend the agreement with UPMC Health Plan to include Retiree Health Benefits coverage, for a period of one (1) year, in an amount not-to-exceed \$310,000.00; and

Section 4. The cost of these contracts and services are to be paid for from Program Income and/or Moving to Work (MTW) funds.

Next, Commissioner Wheatley asked the Board for a motion to approve the Resolution. Ms. Rucker made a motion to approve, and Mr. Mosley seconded the motion. After a discussion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Jake Wheatley, Valerie McDonald-Roberts,
Kahari Mosley and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 70 of 2024

A Resolution - Authorizing the Executive Director or his Designee to enter into a three (3) year Software Assurance Agreement with Microsoft Corporation through Software House International for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) over the last 23 years has used Microsoft Desktop and Server Products including Windows Operating System (for PCs and Servers) and Microsoft Office productivity suite (Word, Excel, Power Point, and Access); and

WHEREAS, the HACP Information Technology (IT) infrastructure is based on Servers running Microsoft Software & Databases hosted both On-Premises & in the Cloud. These systems are essential for sustaining the HACP’s Online & Back Office business services to its communities; and

WHEREAS, the current Microsoft software and Cloud has become accepted in the IT industry as a platform for Government & Private sectors business systems. Microsoft software and Cloud is used by all Public Housing Authorities (PHAs) across the United States to operate HUD-compliant processing of applicants and residents as well as running “back office” operations including Finance and Facility Services; and

WHEREAS, Microsoft Corporation software continuously updates the features and security of its software to offer new capabilities as well as protect the systems against cyber security threats; and

WHEREAS, the HACP maintains its Microsoft Software by entering into a three (3) Year Enterprise Software Assurance Agreement with Microsoft Corporation which allows the

HACP access to the most current and compatible versions of the software & Cloud Hosted services; and

WHEREAS, this procurement will be conducted in accordance with applicable federal, state, and local procurement rules and regulations and the procurement policies and procedures of the HACP. Microsoft Software Assurance will be procured under the SourceWell contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to purchase Software Assurance Enterprise Agreement for; Microsoft Windows Desktop & Office (M365), Microsoft Windows Operating Server, Microsoft SQL Database and associated Cloud Migration Services from Software House International (SHI) utilizing the Sourcewell contract (#121923-SHI) for a period of three (3) years; and

Section 2. The total three (3) years authorized amount of up to \$354,890.55 shall be payable from Moving To Work (MTW) and/or Program Income funds.

Next, Mr. Wheatley asked the Board for a motion to approve the resolution. Kahari Mosley made a motion to approve, and Jala Rucker seconded the motion. After a discussion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Jake Wheatley, Valerie McDonald-Roberts,
Kahari Mosley and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 71 of 2024

A Resolution - Authorizing the Executive Director or Designee to Award a Contract to Hadfield Elevator for Elevator Repair and Maintenance Authority-Wide for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required to maintain proper functioning elevators for resident safety at properties authority-wide in accordance with the Department of Housing and Urban Development (HUD) standards, as well as Pennsylvania Department of Labor & Industry and Pittsburgh Fire codes; the HACP utilizes a third-party firm for Elevator Repair and Maintenance to ensure compliance; and

WHEREAS, on August 12, 2024, the HACP issued an Invitation for Bid (IFB) #300-25-24 seeking qualified companies to provide Elevator Repair and Maintenance Authority-Wide; and

WHEREAS, the IFB #300-25-24 was procured in accordance with applicable federal, state, and local procurement rules and regulations, as well as the procurement policies and procedures of the HACP; and

WHEREAS, two (2) companies responded to the IFB #300-25-24 for Elevator Repair and Maintenance; and

WHEREAS, Hadfield Elevator was determined to be the most responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1 The Executive Director, or his Designee, is hereby authorized to enter into a contract in the amount not-to-exceed \$1,230,206.25 with Hadfield Elevator for Elevator Repair and Maintenance Authority-Wide for the initial term of one (1) year with two (2) one (1) year extension options, for a total of three (3) years; and

Section 2 The total three (3) year authorized amount of \$1,230,206.25 shall be made payable from Program Income and/or Moving to Work (MT) funds.

Next, Mr. Wheatley asked the Board for a motion to approve the resolution. Kahari Mosley made a motion to approve, and Ms. Rucker seconded the motion. After a discussion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Jake Wheatley, Valerie McDonald-Roberts,
Kahari Mosley and Jala Rucker; and

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

EXECUTIVE REPORT: Mr. Binion addressed the Board of Commissioners.

We provided the BOC with the executive reports and dashboard information. We have been recognized on a National level for H.R. activities; Michelle Sandidge is constantly talking about how we are being talked about National and recognized nation wide as we are *pathfinders*. Other housing authorities and HUD in Washington D.C. come to us to see how we are doing what we are doing.

We have improved our relationship with landlords. We have and are diligently working on improving the processes for housing inspections; vouchers and the whole ecosystem related to vouchers.

We continue to improve every day. We have a great/super staff, and we continue to be transparent with everyone regarding housing authority. We are an open book.

NEW BUSINESS: None

ADJOURNMENT: Chairman Wheatley asked for a motion to adjourn the meeting.

Kahari Mosley made a motion to adjourn, and Jala Rucker seconded the motion.

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Jake Wheatley, Valerie McDonald-Roberts,
Kahari Mosley and Jala Rucker.

"NAYS": None.

The Chair declared the motion carried and the meeting adjourned.

Recording Secretary

A handwritten signature in blue ink that reads "Amy L. Shaffer". The signature is written in a cursive, flowing style.