



PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, November 19, 2015, 3 p.m., at 12 S. 23rd St., Philadelphia, PA 19103

The regular meeting of the Philadelphia Housing Authority ("PHA") Board of Commissioners was brought to order at approximately 3:10 p.m. by the Chair, Lynette Brown-Sow. In addition to the Chair, Vice-Chair Wetzel and Commissioners Callahan, Camarda, Coney, Kurland and Wise were in attendance, as well as President & CEO Kelvin Jeremiah ("CEO Jeremiah") and Board Secretary and General Counsel, Barbara Adams.

The Chair began the meeting by welcoming those present and asking for a moment of silence in preparation for the work to be done in the meeting.

CEO Jeremiah reviewed the procedure for public comment at the Board meeting and made two announcements. First, the public comment period is underway for the MTW FY17 Plan, with a public hearing scheduled for December 1, 2015. The public comment time for revisions to the Public Housing Admissions and Continued Occupancy Policy, HCV Administrative Plan, and Revised Lease and Community Service Rider, which period was originally to begin at the same time as that of the Plan, is suspended in order to provide more time to work with resident leadership. Draft amendments to the documents will be re-issued at a later date. Second, PHA's final grand opening for the year will be at the 55-unit Queen Lane development on December 15, 2015.

As part of the monthly Resident Spotlight, CEO Jeremiah congratulated, in absentia, PHA resident Majae Baker, from Norris Apartments, who completed the required 400 hours of on-site training from the Philadelphia Parks and Recreation Department and was then was hired by the department as a Recreation Specialty Instructor.

The Chair inquired whether there were any corrections or amendments to the minutes of the Board Meeting of October 15, 2015. Hearing none, the minutes were accepted as submitted.

Five resolutions were presented, all of which were unanimously approved by those present at the time of voting (Commissioner Camarda was recused from discussion or voting for Resolution No. 11820).

Resolution 11817, attached in Appendix1, was presented by Keith Daviston, Senior Executive Vice President – Finance/Chief Financial Officer, to have the Board of Commissioners adopt the comprehensive annual financial report and the associated financial statements for the period of April 1, 2014 through March 31, 2015. The materials were prepared by RSM US LLP, formerly known as McGladrey, LLP, which gave a presentation regarding its findings. Commissioner Kurland, as a member of the Audit Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Kurland noted that the committee had met to review the resolution and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution 11818, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management (“EVP – SCM”), to authorize PHA to contract with LOR-MAR Mechanical Services, Inc. and Devine Bros., Inc. for mechanical and plumbing maintenance and repair services, for a total aggregate amount to be expended under the two contracts, including the exercise of any options, not to exceed five million dollars (\$5,000,000.00).

Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan stated that the committee had met to review the resolution and recommended its approval. There being no discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

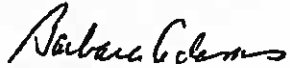
Resolution 11819, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to issue a task order to Milestone Construction Management for concrete repair and replacement for locations that would include scattered sites, in a total amount, if all options are exercised, not to exceed six hundred thousand dollars (\$600,000.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan noted that the committee had met to review the resolution and recommended its approval. There being no discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution 11820, attached in Appendix 1, was presented by Michael Johns, Senior Executive Vice President – Capital Projects and Development, for approval for PHA to submit demolition applications to the U. S. Department of Housing and Urban Development for nineteen (19) addresses on PHA-owned vacant properties on scattered sites throughout the City of Philadelphia that have been determined by the City of Philadelphia to be imminently dangerous. Vice-Chair Wetzel, as Chair of the Policy and Planning Committee that reviewed the resolution, moved for its approval and, after the motion was seconded, stated that the committee had reviewed the resolution and recommended approval. After discussion and public comment, the motion was unanimously approved.

Prior to any discussion or presentation regarding **Resolution 11821**, attached in Appendix 1, Commissioner Camarda announced that she would recuse herself due to a possible conflict, as she is on the Board of Nueva Esperanza, and she left the room. Thereafter, the resolution was presented by Erik L. Soliván, Senior Vice President – Office of Policy, Research and Enterprise Planning. The resolution was for approval of an amendment to PHA's Moving to Work Year Sixteen Annual Plan (“Plan”) and authorization for PHA's President & CEO to take all necessary steps to secure approval from the U.S. Department of Housing and Urban Development for the Plan, as well as authorization for its implementation. The Amended Plan would provide for the conversion of 203 units to the Rental Assistance Demonstration Program and 470 public housing units at Southwark Plaza Apartments to project-based assistance. Erik Soliván noted during his presentation that the four non-profit partners referenced in the resolution, for the conversion of the 203 units, were Nueva Esperanza's Roberto Clemente Homes (38 units); NewCourtland at Allegheny (40 senior units); Project HOME (88 units); and HELP Philadelphia V (37 units). Vice Chair Wetzel, as Chair of the Policy and Planning Committee that reviewed the resolution, moved for its approval and, after the motion was seconded, stated that the committee recommended approval. After discussion and public comment, the motion was unanimously approved. Commissioner Camarda then returned for the remainder of the meeting.

Sign-up sheets with the name of each member of the public who signed up to speak on specific resolutions and in the general comment period, with a designation of the topic(s) addressed by the speaker, are attached as Appendix 2.

Respectfully submitted,



Barbara Adams
Secretary
Philadelphia Housing Authority

APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS
12 S. 23rd St.
PHILADELPHIA, PA 19103
THURSDAY, NOVEMBER 19, 2015, at 3 p.m.
AGENDA

- A. **Call to Order** Lynette M. Brown-Sow, Chair of the Board of Commissioners
The Philadelphia Housing Authority Board of Commissioners
- B. **Remarks** Lynette M. Brown-Sow, Chair of the Board of Commissioners
Kelvin A. Jeremiah, President & CEO
- C. **Approval of Minutes** of the Board Meeting held October 15, 2015, as distributed.
- D. **New Business**
1. **RESOLUTION ADOPTING THE COMPREHENSIVE FINANCIAL REPORT OF THE PHILADELPHIA HOUSING AUTHORITY FOR THE FISCAL YEAR ENDING MARCH 31, 2015**
(Keith Daviston)
 2. **RESOLUTION AUTHORIZING CONTRACTS FOR MECHANICAL AND PLUMBING MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, INC. AND DEVINE BROS., INC.**
(Dave Walsh)
 3. **RESOLUTION AUTHORIZING A CONTRACT FOR CONCRETE REPAIR AND REPLACEMENT WITH MILESTONE CONSTRUCTION MANAGEMENT**
(Dave Walsh)
 4. **RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO SUBMIT DEMOLITION APPLICATIONS TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE DEMOLITION OF 19 SCATTERED SITE UNITS**
(Michael Johns)
 5. **RESOLUTION AUTHORIZING AN AMENDMENT TO THE PHILADELPHIA HOUSING AUTHORITY MOVING TO WORK ("MTW") ANNUAL PLAN FOR MTW YEAR SIXTEEN**
(Erik Soliván)
- E. **Public Comment Period**

RESOLUTION NO. 11817

RESOLUTION ADOPTING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT
OF THE PHILADELPHIA HOUSING AUTHORITY FOR THE FISCAL YEAR ENDING
MARCH 31, 2015

WHEREAS, the law of the Commonwealth of Pennsylvania requires that all general-purpose local governments and component units publish a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles ("GAAP") and audited in accordance with Generally Accepted Auditing Standards ("GAAS") by a firm of certified public accountants; and

WHEREAS, the Philadelphia Housing Authority ("PHA") contracted with McGladrey LLP, Certified Public Accountants, which, as of October 26, 2015, changed its name to RSM US LLP (hereafter "RSM"), to conduct the required audit of PHA's financial statements, business-type activities, blended component units, and each PHA major fund, for the fiscal year that ended March 31, 2015, pursuant to applicable procedures, which RSM has done; and

WHEREAS, the PHA Audit Committee has met with RSM, the PHA President & CEO, PHA's Chief Financial Officer, and PHA's Office of Audit and Compliance, after the completion of PHA's audit, to review and discuss the audit report and the associated audit results; and

WHEREAS, the PHA Audit Committee has recommended acceptance of the comprehensive annual financial report, as prepared by RSM, and the associated financial statement, as prepared by PHA management, for the period of April 1, 2014 through March 31, 2015, dated November 19, 2015 as reviewed by RSM, PHA management and the Audit Committee, and as distributed and presented to PHA's Board of Commissioners;

BE IT RESOLVED, that PHA's Board of Commissioners hereby adopts and approves the comprehensive annual financial report, dated November 19, 2015, and the associated financial statements for the period of April 1, 2014 through March 31, 2015.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/19/15

Barbara Wilson, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11818

RESOLUTION AUTHORIZING CONTRACTS FOR MECHANICAL AND PLUMBING MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, INC. AND DEVINE BROS., INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for mechanical and plumbing maintenance and repair services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation, it is recommended that contracts be awarded to LOR-MAR Mechanical Services, Inc. and Devine Bros., Inc.; and

WHEREAS, work is to be assigned to each of the two (2) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered at any time during the course of this contract; and

WHEREAS, it is recommended that the aggregate amount to be expended under the two (2) contracts, combined, shall not exceed five million dollars (\$5,000,000.00) with a two (2) year base period and three (3) one-year option periods, as follows:

- 1) The aggregate not-to-exceed amount for the two-year base period is two million dollars (\$2,000,000.00);
- 2) The aggregate not-to exceed amount for the first one-year option period is one million dollars (\$1,000,000.00);
- 3) The aggregate not-to-exceed amount for the second one-year option period is one million dollars (\$1,000,000.00); and
- 4) The aggregate not-to-exceed amount for the third one-year option period is one million dollars (\$1,000,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO or his authorized designee(s) to conclude and execute contracts with LOR-MAR Mechanical Services, Inc. and Devine Bros., Inc. for a total aggregate amount not to exceed five million dollars (\$5,000,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was

APPROVED BY THE BOARD ON 11/19/05

Deborah Adams, General Counsel

ATTORNEY FOR PHA

RESOLUTION NO. 11819

RESOLUTION AUTHORIZING A CONTRACT FOR CONCRETE REPAIR AND REPLACEMENT WITH MILESTONE CONSTRUCTION MANAGEMENT

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for concrete repair and replacement, to include locations at scattered sites, Phases II and III, and a Request for Proposal was developed for the selection of a company to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was supplied to the appropriate companies among PHA's contracted vendors under the Small Construction Management Contract, as selected pursuant to Resolution No. 11698, approved by the Board of Commissioners on April 17, 2014; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation, it is recommended that a task order be issued to Milestone Construction Management; and

WHEREAS, it is further recommended that the task order be for a total amount not to exceed six hundred thousand dollars (\$600,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO or his authorized designee(s) to conclude and to execute a task order with Milestone Construction Management, in a total amount not to exceed six hundred thousand dollars (\$600,000.00), subject to availability of funds therefor, as set forth above, and to take all necessary actions relating to such task order.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/19/15

Barbara Adams, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11820

**RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO SUBMIT
DEMOLITION APPLICATIONS TO THE UNITED STATES DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT FOR THE DEMOLITION OF 19 SCATTERED SITE UNITS**

WHEREAS, the Philadelphia Housing Authority ("PHA") is the owner of certain vacant located on scattered sites throughout the City of Philadelphia; and

WHEREAS, nineteen (19) addresses from the above-described group of properties are identified on Exhibit "A," which is attached hereto and made a part hereof ("Properties"), and have been identified by the City of Philadelphia's Department of Licenses and Inspections as imminently dangerous; and

WHEREAS, the sites identified in the attached Exhibit "A" are located in the Philadelphia neighborhoods of Francisville, Susquehanna, Strawberry Mansion and Oxford Jefferson; and

WHEREAS, the City of Philadelphia has indicated that these imminently dangerous Properties are appropriate for demolition; and

WHEREAS, PHA is required to submit a demolition application to the U. S. Department of Housing and Urban Development ("HUD"), pursuant to Section 18 of the Housing Act, for approval prior to undertaking any demolition of its public housing inventory, which would include any or all of the Properties; and

WHEREAS, the demolition of the Properties is in the best interests of PHA, its residents, and the City of Philadelphia; and

WHEREAS, upon PHA's receipt of HUD's approval of the demolition application(s), PHA will coordinate with the City of Philadelphia to have the Properties demolished; and

WHEREAS, in connection with demolition activities, PHA is required to comply with certain provisions of the US Housing Act of 1937, the National Historic Preservation Act of 1966, the National Environmental Policy Act of 1969, the Quality Housing and Work Responsibility Act of 1998, and related laws and regulations, as set forth in 24 CFR Part 970 governing the sale and disposition of real property by a public housing authority, and all other applicable statutes, laws and regulations;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President and CEO or his authorized designee(s) to submit a Demolition Application to the U.S. Department of Housing and Urban Development for any or all of the Properties identified in this Resolution, and to take all necessary actions to carry out the provisions of this resolution, in compliance with applicable statutes, laws and regulations.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/19/15
Debra Ann General Counsel
ATTORNEY FOR PHA

Attachment to Resolution re: Demolition Applications to HUD

Count	Street No.	Dir.	Address	Zip Code
1	3210		Cecil B. Moore Ave	19121
2	1616	W.	Flora Street	19121
3	1757	N.	Stillman Street	19121
4	1833	N.	Taney Street	19121
5	1816	N.	Newkirk Street	19121
6	2614	W.	Oxford Street	19121
7	1934	N.	18th Street	19121
8	1710	N.	Dover Street	19121
9	2211	W.	Thompson St.	19121
10	2514	W.	Cecil B Moore Ave	19121
11	2211	N.	Bowler St.	19132
12	1943	N.	Gratz St.	19121
13	1425	N.	17th St.	19121
14	1423	N.	17th St.	19121
15	3109	N.	Taylor St	19132
16	2124	N.	21st St	19121
17	1423	N.	Hollywood St.	19121
18	2357	N.	Colorado St.	19132
19	1252	N.	Dover St	19121

RESOLUTION NO. 11821

RESOLUTION AUTHORIZING AN AMENDMENT TO THE PHILADELPHIA HOUSING AUTHORITY MOVING TO WORK ("MTW") ANNUAL PLAN FOR MTW YEAR SIXTEEN

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") administers a Moving to Work ("MTW") Demonstration Program and the Rental Assistance Demonstration Program ("RAD"); and

WHEREAS, HUD regulations for the RAD program require that approval for the conversion of units to RAD be brought before the Board of Commissioners as an amendment to the Annual MTW Plan; and

WHEREAS, PHA has identified two hundred three (203) PHA-owned long-term vacant scattered sites from which to transfer operating and capital assistance to four (4) non-profit development partners, which partners will use that funding to develop two hundred three (203) units of affordable rental housing and then receive operating assistance under the RAD Section 8 Unit Based Voucher Program; and

WHEREAS, PHA, in conjunction with Michaels Development Corporation, seeks to convert the Southwark Plaza, one of PHA's alternative management sites, and its 470 units to RAD; and

WHEREAS, PHA has provided resident leaders with the locations of the two hundred three (203) PHA-owned long-term vacant scattered sites and discussed with resident leadership the transfer of assistance to the four (4) non-profit development partners and the conversion of Southwark Plaza; and

WHEREAS, PHA has fulfilled the HUD requirement of providing opportunities for resident and public participation and comment on the Amended Annual Plan, including scheduling at least one (1) public hearing, by: 1) providing copies of the Amendment to the Plan on October 9, 2015; 2) holding an introductory meeting with Resident Leaders representing RAD Sites on October 14, 2015 3); holding a meeting with resident leadership on October 27, 2015; 3) holding a public hearing on October 29, 2015; 4) posting the draft plan on PHA's website; and 5) making copies of the draft plan available at PHA site offices; and also has taken into consideration any comments received;

BE IT RESOLVED that the Board of Commissioners does hereby approve the Amendment to the MTW Year Sixteen Annual Plan, as distributed to the Board of Commissioners and referenced herein, and authorizes PHA's Chair and/or its President & CEO or his or her authorized designee(s) to take all steps necessary to finalize and secure HUD approval of, and to implement, the amendment.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/19/15

Barbara Wilson, General Counsel
ATTORNEY FOR PHA

APPENDIX 2

NOVEMBER 2015 SIGN-UP SHEET FOR COMMENT ON SPECIFIC RESOLUTIONS

(3 minutes per person)



Reso. #1: FINANCIAL REPORT FOR THE FY ENDING MARCH 31, 2015

Reso. #2: MECHANICAL AND PLUMBING MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, INC. AND DEVINE BROS., INC.

Reso. #3: CONCRETE REPAIR AND REPLACEMENT WITH MILESTONE CONSTRUCTION MANAGEMENT

Reso. #4: SUBMIT DEMOLITION APPLICATIONS TO HUD FOR THE DEMOLITION OF 20 SCATTERED SITE UNITS

Reso. #5: AMENDMENT TO THE MOVING TO WORK ("MTW") ANNUAL PLAN FOR MTW YEAR SIXTEEN

Please PRINT your name & check the number of the resolution on which you wish to speak:

1. Name: L. Hurlbke Reso. #1 2 3 4 5
2. Name: Prince Johnson Reso. #1 2 3 4 5
3. Name: Roshadell Phillips Reso. #1 2 3 4 5
4. Name: George Govin Reso. #1 2 3 4 5
5. Name: _____ Reso. #1 2 3 4 5
6. Name: _____ Reso. #1 2 3 4 5
7. Name: _____ Reso. #1 2 3 4 5



**NOVEMBER 19, 2015 SIGN-UP SHEET FOR THE
GENERAL PUBLIC COMMENT PERIOD
 AT THE END OF THE BOARD MEETING
 (3 minutes per person)**



Please **PRINT** your name and generally identify your topic:

1. Name: Mozelle Jackson
 Maintenance Issue? Yes No Other (topic): Thank you ✓
2. Name: Robert Quarles
 Maintenance Issue? Yes No Other (topic): wiled → PC (computers) ✓
 log 1/2
3. Name: Tyasha Wilson
 Maintenance Issue? Yes No Other (topic): Judge next received ✓
 COTR Home ins. sub. ✓
 subject
4. Name: L. Hanib/c
 Maintenance Issue? Yes No Other (topic): ✓ ✓
5. Name: Quadrine Mills
 Maintenance Issue? Yes No Other (topic): Eviction - Johnson Homes ✓
6. Name: Prince Johnson
 Maintenance Issue? Yes No Other (topic): _____ ✓

**NOVEMBER 19, 2015 SIGN-UP SHEET FOR THE
GENERAL PUBLIC COMMENT PERIOD
AT THE END OF THE BOARD MEETING
(3 minutes per person)**



Please **PRINT** your name and generally identify your topic:

1. Name: *Debra Ford*
Maintenance Issue? Yes ___ No ___ Other (topic): *Home ownership*

2. Name: *Cheryl Green*
Maintenance Issue? Yes No ___ Other (topic): *Pool Ventilation*

3. Name: *Joyce Michon*
Maintenance Issue? Yes ___ No ___ Other (topic): *Home ownership*

4. Name: *Albert Hicks*
Maintenance Issue? Yes ___ No ___ Other (topic): *Parking*

5. Name: *Dashedal Phillips*
Maintenance Issue? Yes ___ No Other (topic): *Internet*

6. Name: _____
Maintenance Issue? Yes ___ No ___ Other (topic): _____