



**PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS
ANNUAL MEETING MINUTES
Thursday, May 16, 2024
3 p.m. at 2013 Ridge Ave., Philadelphia, PA 19121**

The regularly scheduled Annual Meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order by the Chair, Lynette M. Brown-Sow, at approximately 3:15 p.m. In addition to the Chair, Vice-Chair Herbert Wetzel participated, as did Commissioners Callahan, Mayo, and Wise, the President & CEO (“CEO”) and the General Counsel and Board Secretary, Laurence M. Redican. Commissioners Camarda, Coney, Purnell and Shahid did not participate.

The Chair did a roll call to establish that a quorum was present then asked for a moment of silence to prepare for the meeting and also to acknowledge that former Pennsylvania State Rep. James R. Roebuck Jr., D-Philadelphia, had passed away earlier in the day.

The CEO reviewed the commenting procedures before making the following announcements:

- 1) HUD Visiting PHA for Two Site Visits: Representatives from HUD toured Harrison low-rise yesterday to discuss PHA’s Choice Neighborhood Planning grant and later this month, HUD will be visiting WestPark, since PHA is one of nine finalists for a \$50 million Choice Implementation Grant. PHA is the only public housing authority in the country to receive three Choice Neighborhood Implementation grants and we believe that our current application, for WestPark, is a strong one.
- 2) PhillySEEDS is offering two education assistance opportunities and having its Gala on July 11th: In addition to the scholarship program that it has had for years, PhillySEEDS is offering an additional educational support opportunity and applications for both are available on the website: PhillySEEDS.org, as are tickets for the 11th Anniversary Gala on July 11, 2024. This year PhillySEEDS will also have an Honorary Event Committee, consisting of the Hon. Jannie Blackwell, Lynette M. Brown-Sow, Rev. Bonnie Camarda, the Hon. Darrell Clarke, Estelle Richman, and Sam Staten, Jr.
- 3) Spring Pop-Up Shop: PHA’s Section 3 entrepreneurs held their annual pop up shop yesterday to showcase their businesses, which was great fun and a great success, as over 100 people came out to support the event.

The Chair then asked whether there were any changes to the minutes of the April 18, 2024 Board meeting. Hearing none, the minutes were approved.

Eleven (11) resolutions were presented, reviewed, and unanimously approved.

Resolution No. 12347, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary and Deputy General Counsel (“Corporate Secretary”), to approve the proposed slate of officers, with such elections to be done under the amended By-Laws every two years, in even-numbered years, and with the proposed slate being the same as the current one: Lynette Brown-Sow as Chair of the Board, Herbert Wetzel as Vice-Chair, Celeste Fields as Treasurer, Nnena Ukwa as Assistant Treasurer, Laurence Redican as Secretary, and Andrea Bowman as Assistant Secretary. The resolution had been sent to the entire Board for review. The Chair stated that this resolution would go straight to a vote and it was unanimously approved, by roll call, with there being no discussion (for which an opportunity was provided, including for public comment, as was provided for all the resolutions).

Resolution No. 12348, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary, to establish the schedule of regularly-scheduled public meetings of the PHA Board of Commissioners through May of 2025, as required to be done at its Annual Meeting under the amended By-Laws of the Board. The Chair stated that this resolution would go straight to a vote and it was unanimously approved, by roll call, with no discussion.

Resolution No. 12349, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary, for approval of the FY 2024 Annual Reports for the Board Committees of Audit, Risk Management, Finance, Policy & Planning, and Resident Services, pursuant to their respective resolutions or charters, for the period from April 1, 2022 to March 31, 2023. The reports were prepared, reviewed and approved by the respective committees. Again, the Chair stated that this resolution would go straight to a vote and it was unanimously approved, by roll call, with no discussion.

Resolution Nos. 12350 - 12352, attached in Appendix 1, were presented together, as they are similar, by Laurence Redican, General Counsel. The resolutions were to authorize PHA to acquire the partnership interests of the limited partner investors in three properties (each resolution being for one of the properties): 1) Warnock Phase I, LP; 2) Mantua Phase I, LP; and 3) Mantua Phase II, LP, so as to then be wholly-owned by PHA. These three (3) resolutions were reviewed by the Policy and Planning Committee before being brought to the Board, and its Chair, Board Vice-chair Wetzel, moved for their adoption. Following a second and discussion, including it being noted that under similar approvals in the last few years, PHA has reacquired eleven (11) developments and one thousand three hundred one (1,301) units, the motion was unanimously approved by roll call.

Resolution No. 12353, attached in Appendix 1, was presented by Makeeda Holley, Executive Vice President, Resident Programs and Partnerships, to approve a Memorandum of Understanding ("MOU") with the Civic Coalition to Save Lives through the Gun Violence Intervention Coordination Center ("GVICC"). This MOU establishes PHA's relationship with the GVICC, with the goal of establishing a pilot program that would permit a limited number of GVICC participants to enter PHA's public housing program or PHA's Housing Choice Voucher program after establishing eligibility. Commissioner Wise, as a member of the Resident Services Committee that reviewed the resolution, moved for its adoption. Following a second there was discussion, including public comment from Sterling Johnson regarding housing and support needs for other vulnerable constituencies in the City and the President & CEO noting how PHA is working with Mr. Johnson in addressing such needs. Thereafter the motion was unanimously passed, by roll call.

Resolution No. 12354, attached in Appendix 1, was presented by Kimberly Woods, Executive Vice-President, Human-Resources) ("EVP-HR") to authorize PHA to contract with Symetra Life Insurance Company for Employee Group Life and Accidental Death and Dismemberment, Executive Long-Term Disability, Voluntary Disability, and Supplemental Term Life Insurance policies in a total aggregate employer-paid amount, if all options are exercised, not to exceed five hundred sixty-two thousand dollars (\$562,000.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its adoption. Following a second and there being no discussion, the motion was unanimously approved.

Resolution No. 12355, attached in Appendix 1, was presented by Kimberly Woods, EVP-HR, to authorize PHA to contract with Independence Blue Cross for employee health and prescription insurance policies in an amount not to exceed twenty-one million dollars (\$21,000,000.00). Following a seconded motion for approval from Commissioner Callahan, Chair of the Finance Committee, Commissioner Callahan stated for the record that Commissioner Shahid (absent from this meeting) had recused himself from discussion or vote on this resolution, due to the possibility of an appearance of a conflict due to his relationship with a business that provides consultant services to Independence Blue Cross. There being no further discussion, the motion was unanimously passed, by roll call.

Prior to presentation of **Resolution No. 12356**, attached in Appendix 1, Vice-Chair Wetzel recused himself, stating that that was due to the possibility of an appearance of a conflict of interest due to the fact that he may be personally contracting with one of the proposed awardees. After Vice-Chair Wetzel left the room, the resolution was presented by Dave Walsh, Executive Vice-President – Supply Chain Management (“EVP-SCM”) to authorize PHA to contract for Maintenance Related Services – Small General Contractors with W & W Contractors, Inc.; DKJ Construction, Inc.; Hot and Cold Mechanical, LLC; Milestone Construction Management, Inc.; Creativescape, Inc.; Townes Mechanical Contractor, Inc.; Vellniece Construction, Inc.; One Mechanical New Innovation, LLC; CG Global Management Solutions, LLC; and Abbott Development, LLC, in a total aggregate amount, including the exercise of any options, not to exceed ten million dollars (\$10,000,000.00). Commissioner Callahan, Chair of the Finance Committee that reviewed the resolution, moved for its adoption. Following a second and there being no discussion, it was unanimously approved, by roll call and the Vice-Chair returned to the meeting.

Resolution No. 12357, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Controlled Environmental Systems for Asbestos Abatement Services for the Vaux Community Building, in a not-to-exceed amount of one million two hundred thousand five hundred eighty dollars (\$1,200,580.00). The resolution had been reviewed by the Finance Committee and Commissioner Callahan moved for its adoption. After a second, and there being no discussion, the motion was unanimously approved, by roll call.

Three people signed up for the **public comment period**, with: 1) Alison Macrina commenting regarding the personal situation of a neighbor of hers who is a PHA resident (the CEO noted that no public comment would be appropriate from PHA on such a situation in a public forum and referred her to the appropriate PHA staff, although Ms. Macrina stated that she had already been in discussions with them); 2) Steve Kohlani commenting about concerns regarding Brith Sholom House, a senior apartment building whose its residents are at risk of being displaced (and the CEO stated that PHA is looking into acquiring the building to keep it as housing for its current residents and others); and 3) Leslie Wolff, also a resident at Brith Sholom, commenting about the need for assistance there, to keep it as a residence for its tenants.

The Chair announced that the next meeting will be on June 20, 2024 and, following a motion to adjourn from Commissioner Callahan, the meeting was adjourned at approximately 4:05 p.m.

Respectfully submitted,



Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

**THE PHILADELPHIA HOUSING AUTHORITY
ANNUAL MEETING OF THE BOARD OF COMMISSIONERS FOR 2024
2013 RIDGE AVE.
PHILADELPHIA, PA 19121
THURSDAY, MAY 16, 2024
AGENDA**

- A. Call to Order – Lynette Brown-Sow, Chair**
- B. Remarks – Kelvin A. Jeremiah, President & CEO**
- C. Approval of the Minutes of the Board Meeting held April 18, 2024 as distributed**
- D. New Business**
 - 1. RESOLUTION APPROVING LYNETTE BROWN-SOW AS CHAIR AND HERBERT E. WETZEL AS VICE-CHAIR OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS, AS WELL AS OTHER ELECTED BOARD OFFICERS**

Andrea Bowman
 - 2. RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2025**

Andrea Bowman
 - 3. RESOLUTION ADOPTING THE FISCAL YEAR 2024 ANNUAL REPORTS OF THE COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**

Andrea Bowman
 - 4. RESOLUTION AUTHORIZING ACQUISITION OF THE PARTNERSHIP INTEREST OF THE LIMITED PARTNER INVESTOR IN WARNOCK PHASE I, LP**

Laurence M. Redican
 - 5. RESOLUTION AUTHORIZING ACQUISITION OF THE PARTNERSHIP INTEREST OF THE LIMITED PARTNER INVESTOR IN MANTUA PHASE I, LP**

Laurence M. Redican
 - 6. RESOLUTION AUTHORIZING ACQUISITION OF THE PARTNERSHIP INTEREST OF THE LIMITED PARTNER INVESTOR IN MANTUA PHASE II, LP**

Laurence M. Redican
 - 7. RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE PHILADELPHIA HOUSING AUTHORITY AND THE CIVIC COALITION TO SAVE LIVES, ACTING THROUGH THE GUN VIOLENCE INTERVENTION COORDINATION CENTER**

Makeeda Holley

8. **RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH SYMETRA LIFE INSURANCE COMPANY TO PROVIDE EMPLOYEE GROUP LIFE INSURANCE & ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, EXECUTIVE LONG-TERM DISABILITY, VOLUNTARY DISABILITY, AND SUPPLEMENTAL TERM LIFE INSURANCE POLICIES**

Kimberly Woods

9. **RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH INDEPENDENCE BLUE CROSS TO PROVIDE EMPLOYEE HEALTH AND PRESCRIPTION INSURANCE**

Kimberly Woods

10. **RESOLUTION AUTHORIZING CONTRACTS FOR MAINTENANCE RELATED SERVICES - SMALL GENERAL CONTRACTORS, WITH W & W CONTRACTORS, INC.; DKJ CONSTRUCTION, INC.; HOT AND COLD MECHANICAL, LLC; MILESTONE CONSTRUCTION MANAGEMENT, INC.; CREATIVESCAPE, INC.; TOWNES MECHANICAL CONTRACTOR, INC.; VELLNIECE CONSTRUCTION, INC.; ONE MECHANICAL NEW INNOVATION, LLC; CG GLOBAL MANAGEMENT SOLUTIONS, LLC; AND ABBOTT DEVELOPMENT, LLC**

Dave Walsh

11. **RESOLUTION AUTHORIZING A CONTRACT FOR ASBESTOS ABATEMENT SERVICES FOR VAUX COMMUNITY BUILDING WITH CONTROLLED ENVIRONMENTAL SYSTEMS**

Dave Walsh

E. Public Comment Period

RESOLUTION NO. 12347

RESOLUTION APPROVING LYNETTE BROWN-SOW AS CHAIR AND HERBERT E. WETZEL AS VICE-CHAIR OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS, AS WELL AS OTHER ELECTED BOARD OFFICERS

WHEREAS, the Philadelphia Housing Authority ("PHA") Board of Commissioners ("Board") adopted amended By-Laws ("By-Laws") by Resolution No. 11724, on September 25, 2014; and

WHEREAS, under Section 401 of the By-Laws, "[t]he annual meeting of the Board shall be held in either April or May of each year, at such date and time as designated by the then-Chair," and this meeting, on May 16, 2024, is the designated Annual Meeting; and

WHEREAS, Section 311 of the By-Laws states that: "The Chair and Vice-Chair shall be elected biennially in even-numbered years at the annual meeting of the Board, starting with the 2016 annual meeting, from among the members of the Board, and shall hold office until the next annual meeting occurring in an even-numbered year or until their successors are elected and qualified. The Secretary, Treasurer and any Assistant Secretary and/or Assistant Treasurer shall be elected at the same time as the Chair and Vice-Chair and shall serve from their respective elections until their successors are elected and qualified. The Chief Executive Officer, the General Counsel, and all other officers appointed by the Chief Executive Officer, shall serve from the date of their appointment until their resignation or until their successors are appointed and qualified;" and

WHEREAS, under the By-Laws, it is required that an election be held at this Annual Meeting for the positions of Chair and Vice-Chair, as well as for the positions of Secretary, Treasurer, Assistant Secretary and Assistant Treasurer (the position of General Counsel being an officer position that is appointed by the President & CEO, not by the Board); and

WHEREAS, the following slate of elected officers for the Board is being proposed, with the President & CEO remaining in his position, for the term indicated in the By-Laws:

Chair	Lynette Brown-Sow
Vice-Chair	Herbert E. Wetzel
Treasurer	Celeste C. Fields, Senior Executive Vice President – Chief Administrative and Financial Officer
Secretary	Laurence M. Redican, Senior Executive Vice President – Office of General Counsel, Chief Ethics Officer and General Counsel
Assistant Treasurer	Nnena Ukwa, Vice President of Finance
Assistant Secretary	Andrea Bowman, Corporate Secretary, Deputy General Counsel

BE IT RESOLVED, that the PHA Board of Commissioners hereby elects Lynette Brown-Sow as Chair and Herbert E. Wetzel as Vice-Chair and further elects the persons otherwise listed above to their respective Board officer positions, effective immediately, to serve for the terms designated under the By-Laws, as may be amended from time to time, with all other officer positions to remain with the current designees, including Kelvin A. Jeremiah as President & CEO.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/24
Laurence M. Redican
ATTORNEY FOR PHA

RESOLUTION NO. 12348

RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2025

WHEREAS, under Section 401 of the amended By-Laws of the Philadelphia Housing Authority ("PHA") Board of Commissioners ("Board"), as adopted by Resolution No. 11724 on September 25, 2014, the annual meeting of the Board shall be held in either April or May of each year and at the annual meeting, "the Authority shall establish a schedule of its regularly scheduled meetings during the ensuing one-year period;" and

WHEREAS, by Resolution No. 12284, adopted by the Board on May 18, 2023, the Board established its schedule of regularly-scheduled meetings a twelve-month period, which included this meeting; and

WHEREAS, this Board meeting is the Annual Board meeting for 2024; and

WHEREAS, Section 709 (a) of the Sunshine Act, 65 Pa.C.S.A. §§ 701–716 ("Sunshine Act"), as amended, requires, *inter alia*, public notice of an agency's first regular annual meeting and that the agency "shall give public notice of the schedule of its remaining regular meetings;" and

WHEREAS, from this date until the next Annual Board meeting, which is to be held in April or May of 2025, the Board wishes to have the following regularly-scheduled Board meetings on the following dates, unless changed by public notice at least two days (48 hours) prior to the meeting (with special meetings requiring 24 hours' public notice, pursuant to the Sunshine Act), to be held at 2013 Ridge Ave., Philadelphia, PA 19121, at 3 p.m. or as otherwise published at least a week in advance on the PHA website:

- Thursday, June 20, 2024
- Thursday, July 18, 2024
- No August Meeting*
- Thursday, September 19, 2024
- Thursday, October 17, 2024
- Thursday, November 21, 2024
- Thursday, December 19, 2024
- Thursday, January 16, 2025
- Thursday, February 20, 2025
- Thursday, March 20, 2025
- Thursday, April 17, 2025
- Thursday, May 15, 2025

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts the schedule, as set forth above, for its regularly-scheduled meetings, from this date through May of 2025.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/24
Shawn M. Kedian
ATTORNEY FOR PHA

RESOLUTION NO. 12349

**RESOLUTION ADOPTING THE FISCAL YEAR 2024 ANNUAL REPORTS OF THE COMMITTEES OF
AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**

WHEREAS, Section 501 of the amended By-Laws of the Philadelphia Housing Authority ("PHA") Board of Commissioners ("Board"), as adopted by Resolution No. 11724 on September 25, 2014, provides for establishing the standing Board Advisory Committees of Finance, Policy & Planning, and Resident Services (collectively, "Standing Committees"); and

WHEREAS, the charters of the Standing Committees were approved by the Board by Resolution No. 11777, on May 21, 2015; and

WHEREAS, each of the three (3) Standing Committee charters requires the respective committee to "[r]eport at least annually to the Board with respect to the activities of the Committee;" and

WHEREAS, the charter of the Audit Committee, most recently approved by the Board by Resolution No. 11785 on May 21, 2015, states in Section VI that the Audit Committee is to "submit a written, annual report to the Board summarizing its activities;" and

WHEREAS, pursuant to the Risk Management Framework, as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721, the Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report; and

WHEREAS, the last annual reports submitted to the Board of Commissioners by the Standing Committees and the joint report submitted by the Audit Committee and the Risk Management Committee were for the period of Fiscal Year 2022, from April 1, 2022 to March 31, 2023, which reports were approved by Board Resolution No. 12285 on May 19, 2023; and

WHEREAS, the Audit Committee and the Risk Management Committee have prepared a joint FY 2024 report, for the period of Fiscal Year 2024, from April 1, 2023 to March 31, 2024, and those two committees, as well as the three (3) Standing Committees, have distributed and presented their FY 2024 Annual Reports to the PHA Board of Commissioners, in substantially the form attached hereto, and the respective committees recommend their approvals;

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts and approves the FY 2024 Annual Committee Reports of the Audit Committee and Risk Management Committees, as well as those of the Board Standing Committees of Finance, Policy & Planning, and Resident Services, in substantially the form attached hereto.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/24
Anna M. Ledian
ATTORNEY FOR PHA

*ATTACHMENT TO RESOLUTION RE: FY 2024 ANNUAL REPORTS OF THE
COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING,
AND RESIDENT SERVICES*

**FY 2024 ANNUAL REPORT OF THE PHA AUDIT COMMITTEE
AND THE RISK MANAGEMENT COMMITTEE
FOR THE PERIOD FROM APRIL 1, 2023 – MARCH 31, 2024**

Pursuant to the amended Charter of the Audit Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 15, 2015, by Resolution No. 11785, the Audit Committee is to report at least annually to the Board with respect to the activities of the Committee. The Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report, pursuant to the Risk Management Framework as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721.

This report is for both committees and covers the time period from April 1, 2023 – March 31, 2024, which is the Fiscal Year 2024 for PHA (“FY 2024”).

Voting Members:

The voting members of the Audit Committee during FY 2024, as appointed by the Board, were:

Frederick S. Purnell, Sr.: a PHA Commissioner, appointed for a two-year term on March 16, 2017, by Board Resolution No. 11920; re-appointed for a 2-year term on March 21, 2019, by Resolution No. 12036; on March 18, 2021, by Resolution No. 12141; and on February 16, 2023 (effective as of 3/18/23).

Chenora Burkett: appointed for a two-year term on February 15, 2018, by Resolution No. 11976; reappointed for a 2-year term on February 20, 2020 by Resolution No. 12080; on February 17, 2022 by Resolution No. 12195; and on February 16, 2024 by Resolution No. 12329.

Francis McLaughlin: appointed for a two-year term on July 19, 2018 by Resolution No. 12007; re-appointed for a 2-year term on July 16, 2020, by Resolution No. 12103; and on July 21, 2022 by Resolution No. 12226.

Bonnie Camarda: a PHA Commissioner, appointed to a two-year term by Resolution No. 12013 on September 20, 2018; re-appointed for a 2-year term on September 17, 2020, by Resolution No. 12108; and on September 15, 2022 by Resolution No. 12242.

C. Marie Patterson, appointed for a two-year term on April 15, 2021, by Resolution No. 12145; and reappointed on April 18, 2023 by Reso. No. 12286.

Officers:

In FY 2024, as previously elected by the committee, Commissioner Purnell was the Chair and Commissioner Camarda was the Vice Chair.

Advisory Members: Under the Audit Committee Charter, its Advisory Members are PHA’s Executive Vice President of the Office of Audit and Compliance (“OAC”) and PHA’s Senior Executive Vice President of Finance - Chief Financial Officer (“CFO”).

During the reporting period, **Janea Jordon**, as Senior Executive Vice President of OAC and **Celeste Fields**, as Senior Executive Vice President/Chief Administrative & Financial Office, served on the Audit Committee as Advisory Members.

Under the charter, the Committee is to meet at least four (4) times a year (no less than quarterly). The Audit Committee held four (4) meetings in the twelve-month reporting period. Meetings were held on June 20, 2023, September 7, 2023, December 19, 2023 and March 19, 2024.

As set forth in the charter of the Audit Committee, the Committee's responsibilities are to ensure:

- 1) the integrity of financial reporting (including selecting an auditor then coordinating with PHA's Executive and Finance departments);
- 2) the adequacy of internal controls (including risk management and working with the Office of Audit and Compliance, and PHA's departments of Finance and Information Systems); and
- 3) compliance with statutory and regulatory requirements (including working with the independent auditor and PHA's Offices of General Counsel and Audit and Compliance).

Pursuant to the responsibilities set forth in the charter, and as detailed in the Audit Committee meeting minutes for the reporting period, the work of the committee during this reporting period included detailed presentations and discussion regarding internal and external audits from the Office of Audit and Compliance and the external auditors; reviewing areas of particular attention for the purposes of the various audits; reports from PHA and the external auditors regarding compliance updates; presentations of regular reports from PHA's Risk Management Committee, and information updates from PHA's President & CEO, Kelvin Jeremiah.

The participants in the Audit Committee meetings included the external auditors and PHA staff, as appropriate depending on the agenda of the meeting, as well as the voting and advisory members, and PHA President & CEO Kelvin Jeremiah. A quorum of the voting members participated in all the meetings in FY 2024.

PHA's external auditor for FY 2023 was RSM, although Clifton, Larson Allen, LLP will be doing the FY2024 audit. RSM representatives met with members of the Audit Committee regarding the annual independent audit both at group committee meetings and informally. In FY 2023, the audit went smoothly and no findings or material weaknesses or deficiencies were identified, with the report being unmodified. The comprehensive annual financial report and the associated financial statement for the period of April 1, 2022 through March 31, 2023, were completed by September of 2023 and, after review and discussion, were recommended by the Audit Committee to the Board for approval. The PHA Board of Commissioners approved the audit reports by Resolution No. 12301 on September 21, 2023.

The Risk Management Committee is to report annually to the Board as to its activities and also provides regular reports during the year to the Audit Committee, with a representative from the committee attending the Audit Committee meetings to present those reports and answer questions regarding them.

In FY 2024, the Risk Management Committee met four (4) times: on April 12, 2023; July 28, 2023; November 21, 2023; and February 26, 2024.

During the reporting period, its members were (in alphabetical order): **Michael Craighead**, Inspector, Office of Public Safety; **Stacey Collins**, Manager - Labor and Employee Relations - HR; **Lynda Enaco**, Risk Management Administrator – OGC; **Faisal Hassan**, Executive Vice President - Information Systems Mgt. & CITO; **Makeeda Holley**, Exec. Vice President – Resident Programs and Partnerships; **Bret Holden**, Executive Vice President - Leased Housing; **Dinesh Indala**, Senior Executive Vice President - Housing Operations; **Janea Jordon**, Senior Executive Vice President - Public Safety, Audit & Compliance; **Andrew Kenis**, Managing Deputy General Counsel – OGC; **Hagop Keshishian**, Vice President of Maintenance; **Robert Clark**, Vice President of Public Safety; **Nichole Tillman**, Executive Vice President – Communications; **Nnena Ukwa**, Vice

President – Finance; **David Walsh**, Executive Vice President - Supply Chain Mgt.; and **Kimberly Woods**, Executive Vice President - Human Resources.

The Risk Management Committee seeks to identify and manage risks that could impact PHA's operations and results. As reported to the Audit Committee, the areas reviewed at the meetings of the Risk Management Committee included reports from the appropriate departments, through its member representatives on the committee, regarding: Cyber Issues; Inflation and Contracts; Fleet Management; Vacant Building; Filing Capacities; Security Issues; and Insurance/Claims.

FY 2024 ANNUAL REPORT OF THE PHA FINANCE COMMITTEE FOR THE PERIOD FROM APRIL 1, 2023 – MARCH 31, 2024

Under the provisions of the Charter of the Finance Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Finance Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2023 – March 31, 2024, which is the Fiscal Year 2024 for PHA (“FY 2024”).

The members of the Finance Committee for the reporting time period, were the following Board of Commissioner members, all of whom served for the entire period and were appointed as members by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Leslie Callahan, Chair of the Finance Committee, as appointed by the Chair of the PHA Board,
Bonnie Camarda,
Ismail Shahid, and
Herbert Wetzel

Pursuant to the charter of the Finance Committee, the role of the Committee is that it:

shall be responsible for recommending financial policies, goals and budgets that support the mission, values and strategic goals of PHA. The Committee shall also regularly review the financial performance of PHA compared with its goals and the financial implications of major transactions and programs. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with securing and maintaining PHA's sound financial status; 2) provide advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies; and 3) ensure responsible fiscal practices.

The Committee is to meet at least four (4) times a year (no less than quarterly) and it had ten (10) meetings in FY 2024, with a quorum present for all of them. The meetings were held virtually, via WebEx.

In FY 2024, the Finance Committee reviewed and considered thirty (30) resolutions, to determine whether to recommend them for consideration by the Board of Commissioners.

In addition, three (3) financial update presentations were presented to the Committee by Celeste Fields, Senior Executive Vice President of Finance - Chief Financial Officer, in FY 2024. In July

and December of 2023, the committee received Fiscal Year overview presentations and in March of 2024 it reviewed the proposed FY 2025 Operating and Capital Budgets, for recommendation to the full Board. The presentations were all sent to the full Board, also.

The activities of the Finance Committee, by reviewing initiatives and prospective contracts for maintaining and creating affordable housing options and related activities, provided important assistance to the Board with securing and maintaining PHA's sound financial status. Through its review and recommendations to the full Board regarding expenditures, including those appropriately brought to the Board under PHA's Controlled Policy & Procedure #10, and overall budget matters, the Finance Committee provided valuable advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies and ensured that responsible fiscal practices were followed.

In FY 2024, the committee reviewed, made appropriate recommendations, and monitored PHA's annual operating budget and annual capital budget, consistent with the long-term financial plan and financial policies, as assisted by the presentations from the Finance Department, Supply Chain Management, and other appropriate departments, as well as timely updates from the President & CEO regarding federal funding updates and related matters.

FY 2024 ANNUAL REPORT OF THE PHA POLICY & PLANNING COMMITTEE FOR THE PERIOD FROM APRIL 1, 2023 – MARCH 31, 2024

Pursuant to the Charter of the Policy & Planning Committee, as adopted by the Philadelphia Housing Authority ("PHA") Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Policy & Planning Committee is to report at least annually to the Board with respect to the committee activities.

This report covers the time period from April 1, 2023 – March 31, 2024, which is the Fiscal Year 2024 for PHA ("FY 2024").

The members of the Policy & Planning Committee during that reporting time period have been the following Board of Commissioner members, all of whom were as appointed as members by the Chair of the PHA Board of Commissioners, Lynette Brown-Sow, and all served for the entire reporting period:

Herbert Wetzel, the elected Vice-Chair of the Board and Chair of the Policy & Planning Committee, as appointed by the Chair of the PHA Board,
Bonnie Camarda,
Asia Coney, and
Frederick S. Purnell, Sr.

Pursuant to the charter of the Policy & Planning Committee, the Committee:

shall provide oversight and guidance in the development and implementation of PHA's structure, policies and processes. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with developing and maintaining PHA's mission, vision, and strategic direction, 2) oversee the development of PHA's policies and 3) provide advice to the Board and PHA the adoption or amendment of PHA policies or other action by PHA involving matters of public policy, when such matters are not otherwise to be determined by another committee of the Board.

The Committee is to meet at least four (4) times a year (no less than quarterly). The Policy & Planning Committee had ten (10) meetings in the twelve-month reporting period for FY 2024, will all but one having a quorum. The committee reviewed thirty-two (32) resolutions for recommendation to the Board of Commissioners.

In addition to reviewing resolutions, the committee participated in discussions and reviews of PHA initiatives, including: partnering and investing in development and redevelopments of low-income housing, including advancing Rental Assistance Demonstration opportunities; revising certain executive level policies, including retirement benefits and contracting for a limited group of senior/Executive level employees; changes to the Administrative Plan and the Admissions and Continued Occupancy Policy; PHA's Moving-to-Work Plans and amendments; and otherwise continuing to assist PHA, in terms of policies and initiatives, in its serving as a dynamic force and major funder for both the creation and protection of low-income housing options and housing and neighborhood development in the City of Philadelphia.

FY 2024 ANNUAL REPORT OF THE PHA RESIDENT SERVICES COMMITTEE FOR THE PERIOD FROM APRIL 1, 2023 – MARCH 31, 2024

Pursuant to the Charter of the Resident Services Committee, as adopted by the Philadelphia Housing Authority ("PHA") Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Resident Services Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2023 – March 31, 2024, which is the Fiscal Year 2024 for PHA ("FY 2024").

The members of the Resident Services Committee during the entire reporting time period have been the following Board of Commissioner members, as appointed as committee members by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Asia Coney, Chair of the Resident Services Committee, as appointed committee chair by the Chair of the PHA Board;

Ethel M. Wise;

Belinda Mayo; and

Ismail Shahid

Pursuant to the charter of the Resident Services Committee, the Committee:

shall be responsible for the promotion of resident programs and services in support of PHA's mission. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board in determining the most productive and appropriate ways to enrich the lives of PHA residents and promote opportunities to achieve financial independence; 2) provide advice to the Board and PHA management regarding the adoption or amendment of strategies or policies related to resident services; and 3) enhance the interface between PHA, the Board and PHA residents.

The Committee is to meet at least four (4) times a year (no less than quarterly) and it had four (4) scheduled meetings in FY 2024, with three (3) of them having a quorum. Four (4) resolutions were

reviewed at the meetings and presentations were also made by the department of Resident Programs and Partnerships ("RPP").

An RPP presentation on gun violence was also made to the committee in February of 2024, and the materials were sent to the full Board.

The above activities contributed to the committee's fulfilling its role of promoting resident programs and services, as well as resident involvement and participation.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/24
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12350

RESOLUTION AUTHORIZING ACQUISITION OF THE PARTNERSHIP INTEREST OF THE LIMITED PARTNER INVESTOR IN WARNOCK PHASE I, LP

WHEREAS, Warnock Village Phase I ("Warnock Phase I") is a fifty (50) unit development located on various parcels of land on 2809 N. 11th Street, 2811 A and B N. 11th Street, 2813 N. 11th Street, 2815 N. 11th Street, 2817 A and B N. 11th Street, 2819 A and B N. 11th Street, 2821 A and B N. 11th Street, 2823 N. 11th Street, 2825 N. 11th Street, 2827 N. 11th Street, 2829 N. 11th Street, 2831 N. 11th Street, 1020 W. Cambria Street, 1022 W. Cambria Street, 1024 W. Cambria Street, 1026 W. Cambria Street, 1028 W. Cambria Street, 1030 W. Cambria Street, 1032 A and B W. Cambria Street, 2810 A and B N. Warnock Street, 2812 N. Warnock Street, 2814 N. Warnock Street, 2816 N. Warnock Street, 2818 N. Warnock Street, 2820 A and B N. Warnock Street, 2822 A and B N. Warnock Street, 2824 A and B N. Warnock Street, 2826 N. Warnock Street, 2828 N. Warnock Street, 2830 N. Warnock Street, 2832 N. Warnock Street, 2834 A and B N. Warnock Street, 1019 A and B W. Somerset Street, 1021 W. Somerset Street, 1023 W. Somerset Street, 1025 W. Somerset Street, 1027 W. Somerset Street, 1029 W. Somerset Street, and 1031 W. Somerset Street in Philadelphia, Pennsylvania; and

WHEREAS, the Warnock Phase I development was partially financed by equity generated from the sale of low-income housing tax credits ("LIHTC") to PNC MultiFamily Capital Institutional Fund XL Limited Partnership and Columbia Housing SLP Corporation (collectively, the "Warnock I Tax Credit Investor"), which contributed equity to Warnock Phase I, LP (the "Warnock I Partnership") in exchange for a 99.99% limited partnership interest in the Warnock I Partnership for a minimum term of fifteen (15) years (the "Warnock I Compliance Period") pursuant to a transaction that closed on December 18, 2008; and

WHEREAS, Warnock Phase I, HDC, a wholly-owned affiliate of the Philadelphia Housing Authority ("PHA"), is currently the general partner of the Warnock Phase I, LP, and owns a .01% interest therein; and

WHEREAS, the Warnock I Tax Credit Investor agreed, pursuant to a Purchase Option and Right of First Refusal Agreement entered into with PHA, to sell its 99.99% limited partner interest (the "Warnock I Partnership Interest") in the Warnock I Partnership to PHA, or its designee, at the end of the Warnock I Compliance Period, which period ended on December 31, 2023; and

WHEREAS, pursuant to the terms negotiated with the Warnock I Tax Credit Investor, the Warnock I Partnership Interest shall be purchased by PHA or its affiliate for approximately ten thousand dollars (\$10,000.00) (the "Warnock I Acquisition Price") plus any transfer taxes and transaction and legal costs in connection with the transfer of the Warnock I Partnership Interest (the "Transaction Costs"); and

WHEREAS, PHA wishes to acquire the Warnock I Partnership Interest in the Warnock I Partnership;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the PHA President & CEO and/or his authorized designee to negotiate and finalize any and all documents necessary for PHA or its wholly-owned affiliate(s) to acquire the Warnock I Partnership Interest in the Warnock I Partnership (the "Documents") and to pay the Warnock I Acquisition Price and Transaction Costs as set forth above, obtain any necessary third-party approvals, create any required PHA affiliated entities to acquire the Warnock I Partnership Interest, and to take such other steps as necessary to effectuate this resolution including to execute, deliver and perform the obligations under such Documents, once finalized.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/2024

ATTORNEY FOR PHA

RESOLUTION NO. 12351

RESOLUTION AUTHORIZING ACQUISITION OF THE PARTNERSHIP INTEREST OF THE LIMITED PARTNER INVESTOR IN MANTUA PHASE I, LP

WHEREAS, Mantua Square Phase I ("Mantua Phase I") is a fifty (50) unit development located on various parcels of land on 638 N. 36th Street, 3500 Fairmount Avenue, 3516 Fairmount Avenue, and 3421 Wallace Street in Philadelphia, Pennsylvania; and

WHEREAS, the Mantua Phase I development was partially financed by equity generated from the sale of low-income housing tax credits ("LIHTC") to PNC Tax Credit Capital Institutional Fund 43 Limited Partnership and Columbia Housing SLP Corporation (collectively, the "Mantua I Tax Credit Investor"), which contributed equity to Mantua Phase I, LP (the "Mantua I Partnership") in exchange for a 99.99% limited partnership interest in the Mantua I Partnership for a minimum term of fifteen (15) years (the "Mantua I Compliance Period") pursuant to a transaction that closed on December 14, 2009; and

WHEREAS, Mantua Phase I HDC, a wholly-owned affiliate of the Philadelphia Housing Authority ("PHA"), is currently the general partner of the Mantua I Partnership., and owns a .01% interest therein; and

WHEREAS, the Mantua I Tax Credit Investor agreed, pursuant to a Purchase Option and Right of First Refusal Agreement entered into with PHA, to sell its 99.99% limited partner interest (the "Mantua I Partnership Interest") in the Mantua I Partnership to PHA, or its designee, at the end of the Mantua I Compliance Period, which period will end on December 31, 2025; and

WHEREAS, pursuant to the terms negotiated with the Mantua I Tax Credit Investor, the Mantua I Partnership Interest shall be purchased by PHA or its affiliate for approximately twenty-four thousand dollars (\$24,000.00) (the "Mantua I Acquisition Price") plus any transfer taxes and transaction and legal costs in connection with the transfer of the Mantua I Partnership Interest (the "Transaction Costs"); and

WHEREAS, PHA wishes to acquire the Mantua I Partnership Interest in the Mantua I Partnership;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the PHA President & CEO and/or his authorized designee to negotiate and finalize any and all documents necessary for PHA or its wholly-owned affiliate(s) to acquire the Mantua I Partnership Interest in the Mantua I Partnership (the "Documents") and to pay the Mantua I Acquisition Price and Transaction Costs as set forth above, obtain any necessary third-party approvals, create any required PHA affiliated entities to acquire the Mantua I Partnership Interest, and to take such other steps as necessary to effectuate this resolution including to execute, deliver and perform the obligations under such Documents, once finalized.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/2024
Devin M. Redia
ATTORNEY FOR PHA

RESOLUTION NO. 12352

RESOLUTION AUTHORIZING ACQUISITION OF THE PARTNERSHIP INTEREST OF THE LIMITED PARTNER INVESTOR IN MANTUA PHASE II, LP

WHEREAS, Mantua Square Phase II ("Mantua Phase II") is a fifty-one (51) unit development located on various parcels of land on 3501-3523 Wallace Street, 648-662 N. 35th Street, 645 N. 35th Street, 647 N. 35th Street, 635 N. 36th Street, and 637 N. 36th in Philadelphia, Pennsylvania; and

WHEREAS, the Mantua Phase II development was partially financed by equity generated from the sale of low-income housing tax credits ("LIHTC") to PNC Tax Credit Capital Institutional Fund 43 Limited Partnership and Columbia Housing SLP Corporation (collectively, the "Mantua II Tax Credit Investor"), which contributed equity to Mantua Phase II, LP (the "Mantua II Partnership") in exchange for a 99.99% limited partnership interest in the Mantua II Partnership for a minimum term of fifteen (15) years (the "Mantua II Compliance Period") pursuant to a transaction that closed on February 11, 2010; and

WHEREAS, Mantua Phase II HDC, a wholly-owned affiliate of the Philadelphia Housing Authority ("PHA"), is currently the general partner of the Mantua II Partnership, and owns a .01% interest therein; and

WHEREAS, the Mantua II Tax Credit Investor agreed, pursuant to a Purchase Option and Right of First Refusal Agreement entered into with PHA, to sell its 99.99% limited partner interest (the "Mantua II Partnership Interest") in the Mantua II Partnership to PHA, or its designee, at the end of the Mantua II Compliance Period, which period will end on December 31, 2025; and

WHEREAS, pursuant to the terms negotiated with the Mantua II Tax Credit Investor, the Mantua II Partnership Interest shall be purchased by PHA or its affiliate for approximately twenty-four thousand dollars (\$24,000.00) (the "Mantua II Acquisition Price") plus any transfer taxes and transaction and legal costs in connection with the transfer of the Mantua II Partnership Interest (the "Transaction Costs"); and

WHEREAS, PHA wishes to acquire the Mantua II Partnership Interest in the Mantua II Partnership;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the PHA President & CEO and/or his authorized designee to negotiate and finalize any and all documents necessary for PHA or its wholly-owned affiliate(s) to acquire the Mantua II Partnership Interest in the Mantua II Partnership (the "Documents") and to pay the Mantua II Acquisition Price and Transaction Costs as set forth above, obtain any necessary third-party approvals, create any required PHA affiliated entities to acquire the Mantua II Partnership Interest, and to take such other steps as necessary to effectuate this resolution including to execute, deliver and perform the obligations under such Documents, once finalized.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/2024
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12353

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE
PHILADELPHIA HOUSING AUTHORITY AND
THE CIVIC COALITION TO SAVE LIVES,
ACTING THROUGH
THE GUN VIOLENCE INTERVENTION COORDINATION CENTER

WHEREAS, The Philadelphia Housing Authority ("PHA") has a vested interest in the reduction of gun violence and other violent crime; and

WHEREAS, the Civic Coalition to Save Lives ("the Coalition") was established by the Philadelphia Foundation and the William Penn Foundation in partnership with the Urban Affairs Coalition, the Chamber of Commerce for Greater Philadelphia, and the Philadelphia Equity Alliance, to help catalyze a broad civic effort to drive a focus on evidence-based and sustainable intervention strategies to reduce gun violence in Philadelphia; and

WHEREAS, the Coalition created the Gun Violence Intervention Coordination Center ("GVICC") to serve as a single point of accountability and coordination to help support and expand the capacity, effectiveness, and coordination of gun violence intervention programs; and

WHEREAS, the mission of PHA, the Coalition, and the GVICC is to foster safe communities in the City of Philadelphia; and

WHEREAS, PHA, in collaboration with the GVICC as the administrator, is proposing to establish a pilot program aimed at providing housing opportunities to individuals and their families recently affected by or at risk of gun violence, who are also actively engaged in activities that promote healing while receiving support and resources that they need to grow and thrive, thereby creating safer communities; and

WHEREAS, PHA desires to increase its support to the Coalition by supplying up to thirty (30) Housing Choice Vouchers and/or Public Housing units over a three (3) year period, subject to funding availability; and

WHEREAS, GVICC participants referred to PHA for housing opportunities are subject to eligibility and suitability screening, as set forth in the MOU; and

WHEREAS, this MOU will provide the structure for the formal relationship between PHA and the GVICC;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves the attached MOU, in substantially the form attached hereto, and authorizes the President & CEO and/or his authorized designee(s) to execute the MOU on behalf of PHA, as set forth above, and perform all reasonable and necessary actions related to performance of the MOU.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/10/2024
[Signature]
ATTORNEY FOR PHA

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
PHILADELPHIA HOUSING AUTHORITY
AND
GUN VIOLENCE INTERVENTION COORDINATION CENTER
TO PROVIDE
HOUSING FOR VICTIMS OF GUN VIOLENCE**

This MEMORANDUM of UNDERSTANDING ("MOU"), entered into by the Civic Coalition to Save Lives (the "Coalition") acting through the Gun Violence Intervention Coordination Center (the "Center") and the Philadelphia Housing Authority ("PHA"), effective the 18th day of March 2024.

WHEREAS, PHA is a public body, corporate and politic, organized and existing as a public housing authority in accordance with the Housing Authorities Law of 1937, which appears at Title 35, §1541 et seq., of the Pennsylvania Statutes; and

WHEREAS, the Coalition was established by Philadelphia Foundation and the William Penn Foundation in partnership with Urban Affairs Coalition, The Chamber of Commerce for Greater Philadelphia and the Philadelphia Equity Alliance to help catalyze a broad civic effort to drive a focus on evidence-based and sustainable intervention strategies to reduce gun violence in Philadelphia; and

WHEREAS, the Coalition created the Gun Violence Intervention Coordination Center to serve as a single point of accountability and coordination to help support and expand the capacity, effectiveness, and coordination of gun violence intervention programs;

WHEREAS, the mission of PHA is to provide safe, decent, and sanitary housing for persons of low income, in accordance with the United States Housing Act of 1937, as amended, which appears at Title 42, §1437 et seq., United States Code, and the Pennsylvania Housing Authorities Law of 1937; and

WHEREAS, the mission of PHA and the Coalition and the Center is to provide safe communities in the City of Philadelphia; and

WHEREAS, PHA, in collaboration with the Center as the administrator, is proposing to establish a pilot program aimed at providing housing opportunities to individuals and their families recently affected by, or to those at risk of, gun violence and actively engaged in activities that promote healing while receiving support and resources that they need to grow and thrive, thereby creating safer communities;

NOW THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound hereby, the parties hereto agree as follows:

- I. **Funding Allocation:** Adequate funding will be allocated to establish and maintain affordable housing options for victims of gun violence. This may involve collaboration between various levels of government, community organizations, and philanthropic entities to ensure sufficient resources are available, and may include subsidizing the rents, modification of units to accommodate the physical and psychosocial needs of residents.

The following chart reflects PHA’s proposed budget and funding request:

PHA Housing for Victims of Gun Violence Proposed Budget			
Category	Year 1	Year 2	Year 3
Personnel (FTE includes Fringe)	\$77,000.00	\$78,600.00	\$80,200.00
Housing cost (Rental 30 units @\$500)	\$180,000.00	\$185,400.00	\$190,962.00
Travel	\$2,500.00	\$2654.00	\$2808.00
Equipment	\$3,500.00	\$3,605.00	\$3,713.15
Supplies	\$3,000.00	\$3,090.00	\$3,182.70
Misc.	\$2,500.00	\$2,575.00	\$2,652.25
Social Services and Program Support	\$2,500.00	\$3272.00	\$4044.00
Total	\$271,000.00	\$279,196.00	\$287,562.10

- II. **Housing Initiative:** In furtherance of this initiative, PHA will make a total of thirty (30) housing opportunities available within its Public Housing and Housing Choice Voucher Programs during the three (3) year pilot program. This initiative will provide a priority for admission to those at risk of involvement in gun violence. Special attention will be given to vulnerable populations, such as low-income households, survivors of domestic violence, and marginalized communities disproportionately affected by gun violence. PHA will only accept participants who are referred by parties to this MOU.
- a. The Center will assess gun violence intervention programs (“Programs”) that utilize a model of intervention that support success in housing programs by addressing root causes of housing instability, including intensive case management. The Center will work with PHA when Programs are identified that align with the provisions set out in this MOU to allow referral into the program.
 - b. PHA will determine the eligibility and suitability of referred participants according to PHA’s Admissions and Continued Occupancy Policy (“ACOP”) and Administrative Plan (“Admin Plan”). Participation in the Programs will be considered a mitigating factor in PHA’s assessment of criminal history as a housing admissions eligibility factor, unless the participant’s criminal history includes convictions for manufacturing methamphetamine in federally subsidized housing, or the participant is required to register as a lifetime sex offender. The Program agrees to submit, on behalf of referred participants, verification of participation in the Program and other mitigating evidence as requested by PHA.

- c. **Violations of the Lease:** After admission to PHA's Public Housing program, PHA agrees to communicate to the Center material violations of the lease prior to the issuance of a notice of lease termination.
 - d. **Failure to remain compliant with the Program:** The Center agrees to communicate to PHA the termination of any referred participant from the Program. Termination from the Program will be grounds for a public housing lease termination or HCV voucher termination. Referred participants who graduate from the Program or who are otherwise successfully discharged from the Program will not be subject to a lease termination. Terminations will be processed as described in the ACOP and Admin Plan and related lease addenda and will comply with state and local landlord-tenant judicial procedures. Any noncompliance short of termination from the Program will be handled internally by the Program.
- III. **Supportive Services:** Housing initiatives can be enhanced by offering comprehensive supportive services tailored to the specific needs of those involved in gun violence. These services may include counseling, trauma-informed care, access to mental health services, legal assistance, job-training, employment support, and educational resources. Collaborating with local service providers can help ensure that victims receive holistic support beyond just housing. Selected participants, based on individual assessments, will be required to enroll in behavioral, medical, educational, financial, legal, job training or other programs as deemed appropriate, which may include programs offered by PHA.
- IV. **Collaboration with Stakeholders:** Engaging various stakeholders, such as local law enforcement agencies, local hospitals or healthcare providers, social service organizations, and community leaders, is crucial for the success of this initiative. Collaboration can help identify eligible beneficiaries, share information, and coordinate efforts to address the complex needs of victims.
- V. **Long-Term Sustainability:** To ensure the long-term sustainability of the housing initiative, it is important to consider funding mechanisms beyond initial allocations. Exploring partnerships with affordable housing developers, leveraging public-private partnerships, and seeking ongoing funding sources can help maintain housing options and support services in the long run. The parties agree to jointly collaborate to apply for grants for this purpose.
- VI. **Public Awareness and Education:** Creating public awareness about the initiative and its objectives can help garner support, reduce stigmatization of victims, and promote a sense of community solidarity. Education programs can also focus on preventing gun violence, promoting responsible firearm ownership, and fostering safe and secure communities. The parties agree to jointly collaborate on all public communications related to the Program.
- VII. **Data Sharing:** The Center and PHA shall identify and share data on participants, as permitted by law, which will ensure the effective management and administration of the collaboration. Confidential Information shall not include information which: (a) is or becomes generally available to the public through no breach of the parties or any representative thereof, (b) was available to the parties on a non-confidential basis prior to its disclosure by PHA, or (c) becomes available to the parties on a non-confidential basis from a person who is not under a nondisclosure obligation to PHA. Unless otherwise agreed to in writing by the parties, PHA and the Center agree:

(a) to keep all Confidential Information confidential and not to disclose or reveal any Confidential Information to any person, and (b) not to disclose to any person any information about the services or any other facts relating thereto, or the fact that Confidential Information has been made available to the Center or to PHA, in each case other than to those of its representatives who are actively and directly participating in, or otherwise need to know for purposes of performing, the services under this MOU. Both parties agree to take the same steps to safeguard and protect the confidentiality of the Confidential Information as it takes with respect to its own confidential information. Both parties will cause its representatives to observe the terms of this MOU and will be responsible for any breach of its terms by its representatives. Unless otherwise agreed to in writing by the parties, PHA and the Center agree that each will use the confidential information only for purposes of performing the services under this MOU. In the event that either party is requested pursuant to, or required by, applicable law, regulation or legal process to disclose any Confidential Information, the party will provide the other with prompt notice of such request or requirement. If either party hereto determines not to proceed with this MOU, or upon completion of the services, parties will promptly deliver to the other all Confidential Information, including all copies, reproductions, summaries, compilations, third party analyses or extracts thereof or based thereon in its possession or in the possession of any Representative thereof.

- VIII. **AMENDMENTS:** This MOU may be amended by the President & Chief Executive Officer of PHA and the Executive Director of the Center, in writing signed by both parties. No oral representation, warranty, condition, or agreement of any kind or nature whatsoever shall be binding upon the parties hereto unless incorporated in this agreement in the form of an amendment.
- IX. **SEVERABILITY:** The invalidity or unenforceability of any one (1) or more provisions of this MOU shall not affect the validity or enforceability of the remaining portions of this MOU, unless the invalidity or unenforceability would substantially deprive a party of the benefits of this MOU.
- X. **DISSOLUTION:** Either PHA or the Center may terminate this MOU by giving 30 days' notice in writing, unless a shorter period of notice is mutually agreeable. The provisions of this MOU are subject to PHA's MTW waiver flexibility and the Center/Program's funding availability. The dissolution of this MOU based on mutual agreement or lack of funding will not impact any current participant's lease in a housing opportunity. Dissolution will only discontinue any payment, data sharing, cooperation and subsequent housing opportunities provided under this MOU.
- XI. **TERM AND REVIEW OF MOU:** The initial term of this MOU will be from March 18, 2024 to the ending date of March 18, 2027. The parties may agree to extend the term of this MOU and revise or amend the services outlined herein for up to two (2) years or more as agreed to by the parties in writing. If the MOU expires and is not renewed, the affiliation between the parties will be dissolved.
- XII. **NOTICE:** Any notice required to be given hereunder shall be made by U.S. Registered Mail, return receipt requested, postage pre-paid, and shall be deemed to have been received on the date noted on the receipt returned to sender. Any such notice shall be addressed as follows:

For PHA:

Kelvin A. Jeremiah, President & CEO
2013 Ridge Avenue, 5th Floor
Philadelphia, PA 19121

For the Center:

1835 Market Street, Suite 2410
Philadelphia, PA 19103

In Witness Whereof, the parties hereto, intending to be legally bound hereby, have caused this Agreement to be executed the day and year first above written.

Philadelphia Housing Authority

Attest: _____
_____, 2024

_____, 2024

Attest: _____
_____, 2024

_____, 2024

RESOLUTION NO. 12354

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH SYMETRA LIFE INSURANCE COMPANY TO PROVIDE EMPLOYEE GROUP LIFE INSURANCE & ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, EXECUTIVE LONG-TERM DISABILITY, VOLUNTARY DISABILITY, AND SUPPLEMENTAL TERM LIFE INSURANCE POLICIES

WHEREAS, the Philadelphia Housing Authority ("PHA") currently provides group term life insurance/accidental death and dismemberment insurance ("Life & AD/D") for its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, PHA wishes to continue to provide long-term disability insurance ("LTD") to its executive-level employees and make available for voluntary election, voluntary disability coverages and supplemental life insurance plans;

WHEREAS, the current plan years end on July 31, 2024; and

WHEREAS, PHA is contracted with CBiz, Inc. ("CBiz") to perform employee benefits consulting and brokering services, and included in the contract's Scope of Work are procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, at PHA's request, CBiz solicited Life & AD/D, Executive LTD, voluntary disability, and supplemental life insurance quotations from various insurers in accordance with all applicable procurement rules; and

WHEREAS, Cbiz reviewed all supporting documentation and ensured all procurement rules were adhered to; and

WHEREAS, summaries of the properly submitted proposals and recommendations were provided by CBiz and reviewed by PHA's evaluation team; and

WHEREAS, based upon the consensus evaluation of the evaluation team and CBIZ, it is recommended that a contract be awarded to Symetra Life Insurance Company for a not-to-exceed employer-paid aggregate total, if the one-year renewal option is exercised, of five hundred sixty-two thousand dollars (\$562,000.00), as follows:

- 1) The not-to-exceed employer-paid amount for the one-year base period is two hundred eighty-one thousand dollars (\$281,000.00); and
- 2) The not-to-exceed employer-paid amount for the one-year renewal option period is two hundred eighty-one thousand dollars (\$281,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Symetra Life Insurance Company, for a total aggregate employer-paid amount not to exceed five hundred sixty-two thousand dollars (\$562,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/2021
David de Roda
ATTORNEY FOR PHA

RESOLUTION NO. 12355

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH INDEPENDENCE BLUE CROSS TO PROVIDE EMPLOYEE HEALTH AND PRESCRIPTION INSURANCE

WHEREAS, the Philadelphia Housing Authority ("PHA") currently provides health insurance for its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, the current health insurance policy in force expires July 31, 2024; and

WHEREAS, PHA is contracted with CBiz, Inc. ("CBiz") to perform employee benefits consulting and brokering services, and included in the contract's Scope of Work are procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, at PHA's request, CBiz solicited medical and prescription drug insurance quotations from various insurers in accordance with all applicable procurement rules; and

WHEREAS, Cbiz reviewed all supporting documentation and ensured all procurement rules were adhered to; and

WHEREAS, summaries of the properly submitted proposals and recommendations were provided by CBiz and reviewed by PHA's evaluation team; and

WHEREAS, based upon the consensus evaluation of the evaluation team and CBIZ, it is recommended that a contract be awarded to Independence Blue Cross for a not-to-exceed aggregate total of twenty-one million dollars (\$21,000,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Independence Blue Cross, for a total aggregate amount not to exceed twenty-one million dollars (\$21,000,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/10/2024

ATTORNEY FOR PHA

RESOLUTION NO. 12356

RESOLUTION AUTHORIZING CONTRACTS FOR MAINTENANCE RELATED SERVICES - SMALL GENERAL CONTRACTORS, WITH W & W CONTRACTORS, INC.; DKJ CONSTRUCTION, INC.; HOT AND COLD MECHANICAL, LLC; MILESTONE CONSTRUCTION MANAGEMENT, INC.; CREATIVESCAPE, INC.; TOWNES MECHANICAL CONTRACTOR, INC.; VELLNIECE CONSTRUCTION, INC.; ONE MECHANICAL NEW INNOVATION, LLC; CG GLOBAL MANAGEMENT SOLUTIONS, LLC; AND ABBOTT DEVELOPMENT, LLC

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for maintenance related 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 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 and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to W & W Contractors, Inc.; DKJ Construction, Inc.; Hot and Cold Mechanical, LLC; Milestone Construction Management, Inc.; Creativescape, Inc.; Townes Mechanical Contractor, Inc.; Vellniece Construction, Inc.; One Mechanical New Innovation, LLC; CG Global Management Solutions, LLC; and Abbott Development, LLC.; and

WHEREAS, work is to be assigned to the awardees at the discretion of the contracting officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed ten million dollars (\$10,000,000.00) with a two-year base period and three (1) one-year option periods, as follows:

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

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with W & W Contractors, Inc.; DKJ Construction, Inc.; Hot and Cold Mechanical, LLC; Milestone Construction Management, Inc.; Creativescape, Inc.; Townes Mechanical Contractor, Inc.; Vellniece Construction, Inc.; One Mechanical New Innovation, LLC; CG Global Management Solutions, LLC; and Abbott Development, LLC.; in an amount not to exceed ten million dollars (\$10,000,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to said contracts, including determining whether options available under the contracts, if any, shall be exercised.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/16/2024
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12357

RESOLUTION AUTHORIZING A CONTRACT FOR ASBESTOS ABATEMENT SERVICES FOR VAUX COMMUNITY BUILDING WITH CONTROLLED ENVIRONMENTAL SYSTEMS

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for asbestos abatement services for the Vaux Community Building ("Vaux Asbestos Abatement Project") 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 and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Controlled Environmental Systems; and

WHEREAS, the Vaux Asbestos Abatement Project is to be completed in sixty (60) days after the Notice to Proceed at a contract cost not to exceed six hundred ten thousand five hundred eighty dollars (\$610,580.00), plus permitted change orders, resulting in an additional five hundred ninety thousand dollars (\$590,000.00) for plaster wall removal, for a total value of one million two hundred thousand five hundred eighty dollars (\$1,200,580.00); and

WHEREAS, work is to be assigned to the awardee at the discretion of the contracting officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the contract for the Asbestos Abatement Project be awarded to Controlled Environmental Services in a total amount not to exceed one million two hundred thousand five hundred eighty dollars (\$1,200,580.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Controlled Environmental Services, as set forth above, for an amount not to exceed one million two hundred thousand five hundred eighty dollars (\$1,200,580.00), subject to the availability of funds therefor, and to take all necessary actions relating to said contract.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/10/2024
[Signature]
ATTORNEY FOR PHA