

## MINUTES

Regular Meeting of the Board of Commissioners  
Housing Authority of the City of New Haven  
360 Orange Street, New Haven, CT 06511  
Held on Tuesday, March 16, 2021 at 4:00 p.m.

### Those present included:

Erik Clemons, Chairman  
William Kilpatrick, Vice Chairman  
Elmer Rivera Bello, Commissioner  
Foluke Morris, Commissioner  
Danya Keene, Commissioner  
Karen DuBois-Walton, Secretary  
Maza Rey, ECC  
Rainbow Lin, ECC  
John Rafferty, ECC  
Donna Piccirilli, ECC  
Various staff and public attendees via RingCentral

The Regular Meeting of the Board of Commissioners of the Housing Authority of New Haven was called to order at 4:02 p.m.

At Roll Call, Chairman Clemons, Vice Chairman Kilpatrick, Commissioner Morris, Commissioner Rivera Bello and Commissioner Keene were present via RingCentral.

### **Approval of the Minutes from the February 16, 2021 Regular Meeting:**

Motion to approve the minutes was moved by Commissioner Kilpatrick and seconded by Commissioner Morris. Motion passed. All in favor.

### **Bills and Communications:**

**Vendor Commitments Report** totaling \$ **7,585.91** (listed on page 3). This list consists of invoices that have been received and entered in the system but may not be ready for payment. A register of the paid invoices may be provided at the March 16, 2021 Board of Commissioners meeting.

**Bank Book Check Register** totaling \$ **1,630,524.43** (listed on page 10). This list consists of invoices that have been paid from February 1- February 28, 2021. Some major payments are A. Prete Construction Company, Inc. (\$ 30,396) for RAD Group III; Earthworks Excavating &, Landscaping, Inc. (\$ 211,868) for McConaughy Sanitary & Storm Sewer Improvements; Banton Construction Company (\$90,626) for McQueeney Finance & Breakroom Construction; Patterson & Associate Consulting, LLC (\$31,590) for Electronic File Management; Tise Design Associates, Inc (\$ 37,782) for Farnum 9% RAD; Water Pollution Control (\$ 132,133) for sewer; JLY Enterprises LLC (\$ 22,050) for Scattered Sited Furnaces; Reitman Personnel Services, Inc. (\$ 16,770) for temp services agencywide; United Illuminating (\$ 82,790) for various sites; Home Depot (\$29,901) for agency wide supplies; Anthem Blue Cross/blue Shield (\$ 243,538) for Medical, Vision/Dental insurance; The Computer Company Inc (\$30,425) for agencywide IT

services.

The total of both registers is \$ **1,638,110.34**

Presented by Jack Rafferty

Accepted as stated

**Public Comments:**

N/A

**President's Report:**

To: ECC/HANH Board of Commissioners

From: Karen DuBois-Walton, President

Date: March 16, 2021

**RE: President's March 2021 Report**

**I. Administrative**

As we head into March we pause to reflect on the one-year anniversary of the COVID-19 pandemic and the ways in which we have all been impacted. We honor the lives lost and the families impacted. We continue to work to bring access to testing and vaccination to our communities. We are an organizer of the Vaccinate Fair Haven effort which brings vaccine access to all 5,000 households in that community. ECC/HANH serves hundreds of households through public housing, voucher and tax credit properties in Fair Haven. In partnership with Fair Haven Health Center, Vera Institute, Community Management Team and hundreds of community volunteers, canvassers spread throughout the neighborhood going door to door to sign up residents for the vaccine. Coverage of the effort can be found here:

[https://www.newhavenindependent.org/index.php/archives/entry/vaccinate\\_fair\\_haven/](https://www.newhavenindependent.org/index.php/archives/entry/vaccinate_fair_haven/)

In another partnership with Cornell Scott Hill Health Center, we have scheduled a pop-up clinic being held on March 18<sup>th</sup> at 122 Wilmot Road. All staff and residents age 55 and older may schedule an appointment at the location to be vaccinated. Ensuring access to vaccination and testing services is an important aspect of achieving health equity.

After many months of effort, we completed the RAD conversion for Fairmont and Ruoppolo Manor! Well done and congratulations to all who supported this effort. Construction now begins on the needed improvements for our residents. We thank the Glendower Group and all departments and partners who make this happen despite many challenges.

In an important step forward on housing access we have recently amended the process for opening the Housing Choice Voucher list which will allow the list to remain open and available for families to apply. The waitlist portal opens on Monday March 22 on our webpage at [www.elmcitycommunities.org](http://www.elmcitycommunities.org).

Our statewide advocacy continues on our legislative agenda. We were pleased to see the Housing Authority jurisdiction bill advance out of the Housing Committee. Next steps are to ensure passage through the House and Senate. Coverage of our progress can be found here: [https://www.newhavenindependent.org/index.php/archives/entry/housing\\_authority\\_jurisdiction/](https://www.newhavenindependent.org/index.php/archives/entry/housing_authority_jurisdiction/) We also continue to push for passage of zoning reforms and Fair Share requirements.

In another exciting initiative, we are working with the City's Economic Development Corporation and NHCHILD on a unique homeownership model that also supports the development of more home based early childcare centers. Last week we submitted a proposal for grant funding that would support this effort to create 300 new homeownership opportunities.

#### ***Time Extension Granted per Resolution #02-25/10-R***

- Contract extension with 212 Exchange Street LLC for Snow Removal Services at Westville Manor and 295 Wilmot Road from December 31, 2020 until March 31, 2021 (PO 20405-12551)
- Contract extension with Centi's Landscaping LLC for Snow Removal Services at McConaughy Terrace from February 7, 2021 until March 1, 2021 (PO 20940-13145)
- Contract extension with Ace Van & Storage, Inc. for Professional Moving and Storage Services from February 28, 2021 until May 31, 2021 (PO 20536-12630)
- Contract extension with Four Star Movers, Inc. for Professional Moving and Storage Services from February 29, 2021 until May 31, 2021 (PO 20535-12629)

#### **II. Finance-January 2021 YTD Financials**

	MTW Budget	MTW Actual	Variance	NON-MTW Budget	NON-MTW Actual	Variance	ELIMS Budget	ELIMS Actual	Variance	Total Budget	Total Actual	Total Variance
70500 TENANT REVENUE	550,212	794,113	243,900	-	-	-	-	-	-	550,212	794,113	243,900
70800 HUD REVENUE	32,899,533	35,583,603	2,684,070	151,448	89,700	(61,748)	-	-	-	33,050,981	35,673,302	2,622,321
70000 OTHER REVENUE	69,034	580,178	511,145	5,833,670	5,775,582	(58,088)	(3,112,629)	(3,233,697)	121,068	2,790,075	3,122,063	331,989
<b>70000 TOTAL REVENUE</b>	<b>33,518,779</b>	<b>36,957,893</b>	<b>3,439,114</b>	<b>5,985,118</b>	<b>5,865,282</b>	<b>(119,836)</b>	<b>(3,112,629)</b>	<b>(3,233,697)</b>	<b>121,068</b>	<b>36,391,268</b>	<b>39,589,478</b>	<b>3,198,210</b>
91000 OPERATING ADMINISTRATIVE	4,441,727	4,527,815	(86,089)	2,729,563	2,295,493	434,070	(3,112,629)	(3,233,697)	121,068	4,058,661	3,589,612	469,049
92500 TENANTS SERVICES	88,333	73,214	15,120	885,615	548,842	336,773	-	-	-	973,948	622,055	351,893
93000 UTILITIES	761,678	838,117	(76,439)	52,881	39,244	13,636	-	-	-	814,559	877,362	(62,803)
94000 MAINTENANCE	1,166,011	1,764,307	(598,296)	99,860	86,357	13,504	-	-	-	1,265,872	1,850,664	(584,792)
95000 PROTECTIVE SERVICES	57,350	152,311	(94,961)	8,608	5,899	2,709	-	-	-	65,958	158,211	(92,253)
96000 GENERAL EXPENSE	-	-	-	73,955	101,898	(27,943)	-	-	-	73,955	101,898	(27,943)
96100 INSURANCE PREMIUMS	216,862	305,480	(88,618)	-	-	-	-	-	-	216,862	305,480	(88,618)
96200 OTHER	635,667	714,581	(78,914)	-	-	-	-	-	-	635,667	714,581	(78,914)
96800 SEVERANCE EXPENSE	-	-	-	-	1,250	(1,250)	-	-	-	-	1,250	(1,250)
<b>96900 TOTAL OPERATING EXPENSES</b>	<b>7,367,628</b>	<b>8,375,825</b>	<b>(1,008,197)</b>	<b>3,890,483</b>	<b>3,078,983</b>	<b>771,499</b>	<b>(3,112,629)</b>	<b>(3,233,697)</b>	<b>121,068</b>	<b>8,105,482</b>	<b>8,221,111</b>	<b>(115,630)</b>
97100 EXTRAORDINARY MAINTENANCE	437,729	-	437,729	-	-	-	-	-	-	437,729	-	437,729
97200 CASUALTY LOSSES - NON CAPITALIZED	-	-	-	-	-	-	-	-	-	-	-	-
97300 HAP EXPENSE	21,797,763	20,545,828	1,251,935	-	-	-	-	-	-	21,797,763	20,545,828	1,251,935
97400 DEPRECIATION EXPENSE	1,642,645	1,644,940	(2,295)	49,253	114,484	(65,231)	-	-	-	1,691,898	1,759,424	(67,526)
<b>90000 OTHER EXPENSES</b>	<b>23,878,137</b>	<b>22,190,768</b>	<b>1,687,369</b>	<b>49,253</b>	<b>114,484</b>	<b>(65,231)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,927,390</b>	<b>22,305,252</b>	<b>1,622,138</b>
<b>TOTAL EXPENSES</b>	<b>31,245,765</b>	<b>30,566,593</b>	<b>679,172</b>	<b>3,899,735</b>	<b>3,193,467</b>	<b>706,268</b>	<b>(3,112,629)</b>	<b>(3,233,697)</b>	<b>121,068</b>	<b>32,032,872</b>	<b>30,526,364</b>	<b>1,506,508</b>
RAD/DEV - MTW Fund Expenditures	(1,283,333)	(325,703)	(957,630)	(2,553,255)	(2,148,825)	(404,430)	-	-	-	(3,836,588)	(2,474,528)	(1,362,060)
Investment in the financing of affordable housing Dev	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for interest on N/R	-	(3,511,894)	-	(2,213,706)	(2,304,975)	91,269	-	-	-	(2,213,706)	(5,816,869)	3,603,163
10010 Operating Transfer In	290,271	292,177	(1,906)	1,804,479	2,148,825	(344,346)	-	-	-	2,094,750	2,441,002	(346,252)
10020 Operating Transfer Out	(2,094,750)	(2,441,002)	346,252	-	-	-	-	-	-	(2,094,750)	(2,441,002)	346,252
<b>10000 EXCESS OF REVENUE OVER (UNDER) EXPENSES</b>	<b>(814,799)</b>	<b>404,879</b>	<b>(1,219,677)</b>	<b>(877,099)</b>	<b>366,839</b>	<b>(1,243,938)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,691,898)</b>	<b>771,717</b>	<b>(2,463,615)</b>
ADJ FOR DEPRECIATION EXPENSE	1,642,645	1,644,940	(2,295)	49,253	114,484	(65,231)	-	-	-	1,691,898	1,759,424	(67,526)
<b>350 SURPLUS / (DEFICIT)</b>	<b>827,846</b>	<b>2,049,818</b>	<b>(1,221,972)</b>	<b>(827,846)</b>	<b>481,323</b>	<b>(1,309,169)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>2,531,142</b>	<b>(2,531,141)</b>

### III. Operations

#### A. Vacancy Rate

HANH's current occupancy rate for the month for February 2021 is 89%. The agency goal is 96.00%. Attainment of this goal remains the primary objective for the Operations Department.

#### B. Rent Collection

**Rent Collection** – HANH's rent collection for the year to date ending the month of January 2021 is 75.69%. The agency goal is 95%.

#### Total Collected

	CY 2020	CY 2021	Variance
January	79.40%	75.69%	-3.71
February	78.40%	76.19%	-2.21

March	72.77%		
April	70.27%		
May	79.95%		
June	81.17%		
July	100%		
August	79.11%		
September	76.04%		
October	76.16%		
November	75.98%		
December	76.46%		
Average	<b>78.07%</b>	<b>75.94%</b>	

## Community and Economic Development (CED) Monthly Report

**Financial Literacy Services being offered to the residents of Elm City Communities during COVID, focus on ways we to assist financially underserved population be more resilient in times of crisis while building long-term solutions to improve financial health.**

### FSS/CARES:

- Distributed Winter Catalog and Resource Guide to residents.
- Staff attended various CAHS webinars and conducted 2 webinars
- FSS Program Coordinators conducted 26 program goal updates and it has been determined that many of the participants are increasing their credit scores and savings throughout their participation. Those that have experienced setbacks have been coached on how to increase their credit scores and get back on track.
- A total of 56 attended the monthly mandatory workshops.
- The FSS team also took all the required certifications needed to be able to participate and provide the VITA Tax services to our HANH residents. FSS team also attended the VITA coalition kick off with the Mayor.

- **Webinar attendance: - total = 70**
  1. ECC FSS Webinar attendance:
  2. CT Money School webinar attendance:
  3. NHS webinar attendance:
  4. FSS workshop attendance:

## **Residents Services:**

### **Elderly/Disabled**

- Food Banks at: CB Motley, Prescott Bush, Wolfe, Crawford, Fairmont and McQueeney
- Passing out CSFP (Elderly Boxes) 100
- RAD relocation assessments for McQueeney, Celentano, Ruoppolo and Fairmont.
- Assisting the RAD relocation team by getting touch with the residents who are in Rehabilitation programs, connecting with the conservator etc.
- 33 Rent Collection Referrals/Efforts
- TRC meetings at all sites.
- RAB Meeting

### **Highlight:**

#### **COVID Vaccine:**

- Partnering with Cornell Scott Hill Health to provide vaccines to our elderly residents age 75 and older: We have identified 101 elderly residents from our Elderly/disabled portfolio. RSC's and interns will assist residents book appointments.
- 614 flyers passed out to all the residents at all the Elderly/Disabled sites for residents to promote the vaccine for 65 and older.
- Mary Wade is offering free transportation and the flyers to promote were passed out to all our Elderly/Disabled residents as well.

### **Family Developments**

- Assistance in distribution of Food Banks and CSFP boxes and Diapers
- 38 Rent collection Efforts
- TRC/Community meetings at: Chatham, Eastview, Mill river, Westville Manor, Valley, Waverly, QT and McConaughy.

### **Highlight**

- The RSC's helped two residents with budgeting and referred them to Liberty Services. Their rent was paid in full for the amounts of \$1600 and \$ 1200.

- RSC's and SCSU interns have been calling families from all our family developments to promote the NHPS lunch deliveries. Article regarding the partnership in New Haven Independent.

### **ECC Believes**

- Launched partnership with Higher Heights to bring Academic Tutoring Program to youth residents in grades K-12.

### Youth Programs-

- CED is directly in touch with our families that were enrolled in Solar Youth, Boys and Girls, Bars and Beats, Bridges of Hope programs to evaluate digital access and food security to make them aware of food availability at local schools as well as assess access to the digital tools needed for schools. The TIR has been working with families directly as well and will continue to offer programs remotely (all students have a T-Mobile device) as well as send referrals when necessary.
- CED managers are a part of the New Haven Youth Agency COVID-19 Response Team and participate in weekly meetings to develop best practices around providing youth programming during COVID-19.
- CED managers are a part of the New Haven HUBS Collaborative, which includes several weekly meetings amongst varying agencies to plan an implement learning HUBS throughout the City.

Continue to hold individual meetings with the following community-based education partners to discuss ways to create safe and equitable learning opportunities during the fall and into the future:

- Teacher in Residence
- Beats and Bars
- Solar Youth
- Boys and Girls Club
- Clifford Beers
- New Haven Public Schools
- Youth Employment Success (YES) Cohort
- LEAP
- CfAL

### **Building Attendants:**

- CED celebrated the 50 Building Attendants who volunteer across 8 developments to recognize their volunteerism and commitment to the community in which they live. Each BA received a Certificate of Achievements, gift card and balloon along with words of encouragement and things to look forward to for the year ahead.

## Planning and Modernization

### ***Lead-Based Paint Capital Fund Program***

- On January 16, 2018, HUD issued a NOFA for competitive grant applications under its Lead-Based Paint Capital Fund Program to identify and eliminate lead-based paint hazards in public housing. Planning & Modernization applied for a grant March 20, 2018, and was notified of an award of \$986,260 on September 5, 2018. The grant funds have been used to inspect and test ECC's portfolio properties which were built before 1978, the date when lead was no longer used in residential house paint. Properties will be remediated, abated or encapsulated, as recommended by the selected Design team. The identified properties are McConaughy Terrace, Essex Townhouses, and multiple Scattered Site East and Scattered Sites West properties. HUD announced 20 awards nation-wide, on September 5, 2018. ECC/HANH received \$986,260, the amount requested. Project encompassing abatement in 299 units of housing went out to bid in one package November 25, 2019. P&M has been in communication with the CTDPH and NHDPH and the HUD Field Office, Office of Healthy Homes and HUD National office on our progress, as per requirement of the Grant and HUD and State of Connecticut and Local Regulations. Only one (1) bid came in and it was not deemed responsive. P&M revised a Request for Proposals for Indefinite Quantities Hazmat Contractors to enable ECC to address the required abatement which was to go to the July Board meeting. This solicitation resulted in 2 proposals which were deemed non responsive. P&M is currently addressing all units, the highest priority units first, by repackaging the work in 9 smaller solicitation packages. P&M met with our Procurement Director and the HUD Lead team in Washington, and they are in agreement with this approach. In the interim, P&M and Operations departments are continuing to perform HUD Guidelines-recommended interim control measures to temporarily remove lead hazards until Lead abatement contractors are on board. Regulation required testing after Interim Controls is being performed. We are proceeding according to our prioritization algorithm to address the units with greatest need (children under 6 years, and a lead finding). Due to the Covid-19 pandemic, we have restricted our scheduled Interim Control Measures to exterior work, only, so as not to expose residents to workers within their homes. We will return to the interior prioritization list as soon as it is deemed safe to do so.
- Groups 1 & 2 contracts for Scattered Sites West properties, awarded, Spring 2021 start up
- Group 3 solicited 2 times. Contract award in process.
- Group 4 and Group 5, insufficient competition for award; To be resolicited.



- Group 6, McConaughy, out for bid
- Group 9, Essex, Contract awarded
- Groups 7 was put out for quotes, February, 2021, and did not receive responsive quotes. This will be resolicited after Scope review.
- Group 8 is pending solicitation release in April, 2021
- P&M hosted pre-solicitation informational sessions to increase interest in the work, have contacted many contractors by email and by telephone to raise awareness. Solicitation packages are being staggered to allow time for smaller contractors to have time to respond. We brought the scopes down in size to attract more response from contractors.

#### HUD Lead Grant 2020

- P&M responded to a NOFA for an additional \$3,700,000 in Lead Abatement funds to heal the gap in funding from the original grant, and to be able to approach the abatement by removal of the lead as opposed to encapsulation, in many units. We are waiting to hear back from HUD.

#### CFP Tasks

##### *P&D Projects 2020*

- **Scattered Sites: Heating and Gas Conversion:** Contract Documents completed. Contract out to bid in September 2019, yielded only one bid, 40% over cost estimate. Reprocurement yielded responsive bid approved by the Board. Project currently planned for construction start March 15, 2021;
- **Crawford Manor: ADA Entrance and Access Improvements and Fire Panel and Fire Pump Replacement:** Contract previously, awarded, is being rescinded due to Covid-19 considerations. Project is repackaged to perform PH1- ADA entry and Fire Pump renovations. PH 2, Fire Panel replacement work which requires entry into resident units in an Elderly development, has been postponed until deemed safe to proceed, due to Covid-19. Seven (7) bids were received, and a resolution to the BOC is being presented for March Board meeting approval. A portion of the work will be paid for by Cares funding.
- **Robert T. Wolfe Renovations:** A team of architects, engineers, environmental scientists, Operations and Planning and Modernization staff completed a survey of critical needs, health, life and safety considerations. Cost estimates were evaluated, and prioritized projects selected for design.; Bids were solicited and 2 non-responsive bids submitted. Project to be resolicited. **An elevator consultant** was procured to design for elevator repairs, which were procured separately; ECC Indefinite Quantities Architect assisted in approaching repairs in a novel way saving ECC almost \$500,000 on the repairs. Currently both elevators are running.; Due to Covid, the Project has been revised to exclude work requiring entry into resident units or requiring relocation of residents in an elderly and disabled population;

Revised Construction Documents for common area upgrades are completed and in review. Solicitation to be released in March, construction start anticipated for May, 2021. A portion of the work for the ADA entry will be paid for by Cares Funding.

- **McConaughy Terrace:** Sanitary and Storm Sewer Improvements; Two (2) bids were received, and the contract was awarded to the lowest responsible bidder. Construction started August, 2020, replacing sanitary and storm sewers in sequence; delayed start due to Covid planning for safety of the community. Construction proceeded on schedule, however due to discovery and removal of contaminated soils, a wintertime extension has been given. Additional soil disposal costs will be forthcoming.
- **Physical Needs Assessments:** P&M is soliciting the services of architects and engineers to provide Physical Needs Assessments (PNAs) and Capital Needs Assessments for RAD which are recommended for planning capital and development projects; Project is out to bid.
- **360 Orange Street-Finance and Break Room:** Renovations designed and contracting services procured through quotes to expand and consolidate the Finance Department for greater efficiencies. The Break Room is relocated and upgraded. Project is closed out.
- **Essex Envelope and Site Fencing:** Project design completed. Scope of project included roof, gutter, siding, window, AC sleeve, asbestos pipe insulation abatement and fencing replacement. .Project scope revised to include only Site fencing and asbestos pipe insulation, as these portions can be addressed without unit entry during Covid. A portion of the project will be paid for by Cares funding.
- **ECC Design Standard Specifications:** P&M is updating the standard design and construction specifications in a comprehensive manner, soliciting input from the Glendower Group, Operations and 360 Management, to create a practical document for in-house and Consultant use.
- **425B Eastern Street:** P&M is soliciting Architectural, engineering and environmental design services for a vacancy rehabilitation project. 425B Eastern Street sustained significant damage due to a fire. Solicitation received several bids, and a Contract is in process for award. ECC's Insurance company was contacted and monies will be available for a portion of the repairs.
- **IQC Vacancy Contractor:** P&M and Operations working together to support vacant unit upgrade needs through management of 2 IQC painting and clean out contracts, one for high rise units and one for units with residential rates..

## **Farnam Courts Phase II**

- For the purpose of Financing Glendower bifurcated the redevelopment of Phase II into two phases – 4% and 9%.
- Glendower Farnam Courts 4% , LLC (closest to Farnam 1), will consist of 45 units and Glendower Farnam Courts 9%, LLC will consist of 66 units including 52 affordable, a community building, and a park.
- 100% drawing completed on January 24, 2020.
- Haynes Construction has been selected to be the General Contractor for Phase II.
- **Farnam Courts Phase II 4%**
  - Successfully close on July 7, 2020.
  - Limited notice to proceed issued to begin work on July 13, 2020
  - Construction is ongoing and on schedule
  - Substantial completion by September 2021.
- **Farnam Courts Phase II 9%**
  - Successfully closed on December 17, 2020
  - Notice to proceed issued to begin vertical and demolition work on December 18, 2021.
  - Construction is ongoing and on schedule.
  - Vertical and infrastructure to be completed by April 30, 2022
  - Demolition to be completed by June 17, 2021.

## **Westville Manor**

- The Authority submitted a 9% LIHTC application in November 2016 to complete the offsite component on the Rockview Phase II site and was awarded. - Contract closing for Rockview Phase 2 occurred on June 20, 2019.
- The Authority issued an RFQ for a Master Planner for Westville Manor and selected a team composed of Ken Boroson Architects and Torti Gallas Planners.
- The planning team has begun scheduling the necessary steps to prepare for the first application for on-site redevelopment with a target of November, 2020. This application will address the first phase of Westville Manor consisting of 50 total units and will include the 21 unit 3-story main building.
- It is anticipated that funding for the final Westville Manor on-site phase consisting of 59 units will be submitted under the 9% LIHTC CHFA round in Fall 2021.
- The master Planning Team held a series of meetings and charrettes in September 2018 and will completed a final recommendation to stakeholders in January 2019. The Authority submitted a RAD application for Westville Manor and was awarded.

- It was determined that a Planned Development District (PDD) was the best approach to the redevelopment of the site. A PDD application was submitted to the City of New Haven in January 2019 that will include the redevelopment of 109 units on site of which 80% will be RAD replacement units and 20% unrestricted. The Board of Alders approved the PDD in April 2019.
- Application submitted to Federal Home Loan Bank New York (FHLBNY) on March 20, 2020 for 1.6 million dollars for Phase I of Westville.
- The project is included in a design competition.
- **Project is on hold.**

### **RAD Portfolio Award**

- The Authority received a portfolio award, inclusive of 13 developments, detailed herein. They have been grouped as follows:
  - Group I: Motley, Bush, Harvey and Newhall Garden
    - The last elevator is being installed and awaiting solar panels to be energized. Development completed and leased.
  - Group IIA: Waverly and St Anthony and Fulton Park
    - The rehabilitation is underway with the first wave of families moving back in November 2019. Development completed and leased.
    - Construction activities are currently tracking on schedule. State and nationwide slowdowns and shutdowns are being monitored for possible schedule overruns.
  - Group IIB: Valley
    - Closing anticipated by February 2021.
  - Group III: McQueeney, and Celentano
    - Closed February 27, 2020.
    - Construction began on March 9, 2020.
    - Construction activities are **COVID delay of 8 weeks**. State and nationwide slowdowns and shutdowns are being monitored for possible schedule overruns.
    - Final completion for McQueeney July 31, 2021
    - Final completion for Celentano July 31, 2021
  - Group IV: Ruoppolo and Fairmont,
    - Closing scheduled to be completed on March 11, 2021.

### **Rockview Phase II**

- The development financing and investor team is as follows: National Equity Fund, Hunt Mortgage, and Sterling Bank. The Authority received funding from the State of Connecticut and CHFA through the 9% LIHTC competition.
  - Rockview II located on a 9 acre site at 300 Wilmot Road in the West Rock area of the City of New Haven, Rockwell Phase 2 has been designed as a mixed-income community composed of 78 residential units including 62 low income housing tax credit and 16 market rate units. Residents will have access to the programs of resident activities and supportive services provided at the West Rock Community Center, just across the street from Rockview at 295 Wilmot Road.
  - Closing occurred on June 20, 2019.
  - Construction started in July 2019 and is expected to last 14 months. Construction is proceeding on schedule.
  - Construction activities are currently tracking on schedule. State and nationwide slowdowns and shutdowns are being monitored for possible schedule overruns.
  - Phase 1A 12 units will be completed by July 15, 2020.
  - Phase 1B 8 units will be completed by August 3, 2020.
  - Phase 1C 17 units will be completed by October 19, 2020.
  - Phase 2A 23 units will be completed by December 2, 2020.
  - Phase 2B 18 units will be completed by December 2, 2020.
  - All units have been turned over to manager and construction manager has demobilized.
  
- Rockview Phase 2 Ribbon Cutting was held at 132 Shirley Way, New Haven on October 21, 2020 at 11:00AM.

### **McConaughy Terrace**

- For the purpose of Financing Glendower bifurcated the redevelopment into two phases – 4% and 9%.
- Glendower McConaughy Terrace 4%, LLC will consist of 92 affordable units and Glendower McConaughy Terrace 9%, LLC will consist of 104 affordable and 26 market rate units.
- 100% drawing completed on October 31, 2021.
- LaRosa Building Group, LLC has been selected to be the General Contractor for Phase II.
- **McConaughy Terrace 4%**
  - Submitted a LIHTC application to CHFA on November 12, 2021.
- **McConaughy Terrace 9%**
  - Submitted a LIHTC application to CHFA on November 12, 2021

**ACTION ITEMS:**

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #03-13/21-R**

**RESOLUTION AUTHORIZING ECC/HANH'S ACCEPTANCE OF CAPITAL FUND PROGRAM (CFP)  
2021 FUNDS IN THE AMOUNT OF \$3,281,648.00**

WHEREAS, ECC/HANH received notification from HUD February 23, 2021 of its Fiscal Year 2021 Capital Fund Program (CFP) formula amount; and

WHEREAS, HUD requires submission of a 5-Year Action Plan and Annual Statement/Budget through its EPIC computer portal to receive these funds; and

WHEREAS, ECC/HANH's 2021 CFP allocation is \$3,281,648; and

WHEREAS, as ECC/HANH continues to convert developments from public housing to project based Section 8 housing under the Rental Assistance Demonstration Program (RAD), the CFP formula is expected to decrease; and

WHEREAS, the CFP 2020 allocation was \$3,976,972; and

WHEREAS, the work items for this year's Capital Funds are included in ECC/HANH's Moving to Work Annual Plans.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING  
AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The Housing Authority of the City of New Haven's acceptance of CFP 2021 grant funds in the amount of \$3,281,648 is approved.
- 2) The President/Executive Director is authorized to execute, submit to HUD and revise when necessary any required forms and supporting documents for CFP 2021, including annual and five-year plans submitted through HUD's EPIC portal.
- 3) The President/Executive Director be and hereby is authorized, empowered and directed to execute and deliver any other required forms and agreements and expend the authorized funds.
- 4) The President/Executive Director be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing, including submission of subsequent budget and plan revisions/modifications.
- 5) The resolution shall take effect immediately.

Motion was made by Commissioner Kilpatrick and seconded by Commissioner Keene

Catherine Hawthorne presented this resolution. Motion passed unanimously.

## **Housing Authority of the City of New Haven**

### **Resolution #03-14/21-R**

#### **RESOLUTION APPROVING A PREDEVELOPMENT LOAN AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN (THE "AUTHORITY") AND THE GLENDOWER GROUP, INC. OR AN AFFILIATE THEREOF FOR CERTAIN QUALIFIED PREDEVELOPMENT EXPENSES FOR 34 LEVEL STREET IN AN AMOUNT NOT TO EXCEED \$784,100 FOR THE PERIOD COMMENCING MARCH 17, 2021 AND ENDING DECEMBER 31, 2022**

**WHEREAS**, The Housing Authority of the City of New Haven d/b/a Elm City Communities ("ECC") hereby request authorization from the Board of Commissioners to make an interim predevelopment loan in the amount of \$784,100 to carry out the redevelopment of 34 Level Street; and

**WHEREAS**, the Owner will enter into a Predevelopment Loan that sets forth the terms and condition for repayment of the predevelopment loan by the Owner upon the earlier of: (i) the financial closing for 34 Level Street; or (ii) December 31, 2022; and

**WHEREAS**, the Glendower instrumentality will serve as Developer and has or will establish an owner entity to own the improvements and shall ground lease the property from ECC; and

**WHEREAS**, the obligation of the Owner to repay the Predevelopment Loan shall be evidenced by a Predevelopment Note. Owner's liability under such note shall only extend to its interest in the Project Documents as assigned to the Authority pursuant to the Assignment of Project Documents and Consent to Assignment of Contract, except with respect to certain enumerated carve-outs for fraud and misrepresentation; and

**WHEREAS**, each contractor paid from the loan funds must consent to the assignment to the Authority of its contract with the Developer or the Owner. Contractor agrees to recognize, honor and be bound by the terms, provisions and conditions of the Assignment; and

**WHEREAS**, this resolution is seeking authorization for a predevelopment loan for an amount of \$784,100 which will be pay by the Owner upon the earlier of: (i) the financial closing for 34 Level Street; or (ii) December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that:**

1. The Pre-development Loan Agreement between the Authority and the Developer in an amount of not to exceed \$784,100 for the period commencing March 17, 2021 and ending upon the earlier of: (i) the financial closing for 34 Level Street; or (ii) December 31, 2022 is hereby approved.
2. The President be and is hereby authorized to take any and all such action and execute such documents as necessary to effectuate the terms and conditions of this Resolution.
3. This Resolution shall take effect immediately.

Motion was made by Commissioner Kilpatrick and seconded by Commissioner Morris.

Edward LaChance presented this resolution. Motion passed unanimously.

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**Resolution Number 03-15/21-R**

**RESOLUTION AUTHORIZING CONTRACT AWARD TO J.A. ROSA CONSTRUCTION, LLC FOR FIRE PUMP AND VESTIBULE UPGRADES AT GEORGE CRAWFORD MANOR IN THE AMOUNT NOT TO EXCEED \$386,674.00 FOR COMPLETION IN 120 CALENDAR DAYS FROM NOTICE TO PROCEED**

WHEREAS, on December 14, 2020, ECC/HANH publicly issued Invitation for Bid #PM-20-IFB-439 for Fire Pump and Vestibule Upgrades at George Crawford Manor, 90 Park Street; and

WHEREAS, bids were due February 3, 2021; and

WHEREAS, ECC/HANH received and reviewed 7 bids; and

WHEREAS, J.A. Rosa Construction, LLC submitted the lowest responsive and responsible bid in the amount of \$386,674.00; and

WHEREAS, ECC/HANH is recommending contract award to J.A. Rosa Construction, LLC in the amount not to exceed \$386,674.00 for completion in 120 calendar days from Notice to Proceed; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy



approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute a contract with J.A. Rosa Construction, LLC in the amount not to exceed \$386,674.00 for Fire Pump and Vestibule Upgrades at George Crawford Manor for completion in 120 calendar days from Notice to Proceed.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The award of contract #PM-20-C-439 to J.A. Rosa Construction, LLC in the amount not to exceed \$386,674.00 for Fire Pump and Vestibule Upgrades at George Crawford Manor for completion in 120 calendar days from Notice to Proceed is hereby authorized.
- 2) The President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

Motion was made by Commissioner Morris and seconded by Commissioner Keene.

Frank Emery presented this resolution. Motion passed unanimously.

**The next 3 four resolutions (03-16 through 03-19) were called together.**

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #03-16/21-R**

**RESOLUTION AUTHORIZING THIRD THROUGH FIFTH YEAR OPTIONS TO CONTRACT WITH ENVIROMED SERVICES, INC. FOR AGENCY WIDE ENVIRONMENTAL CONSULTING SERVICES UNDER AN INDEFINITE QUANTITIES CONTRACT (IQC) IN THE AMOUNT NOT TO EXCEED \$273,480.75 AND EXTENDING CONTRACT TIME UNTIL JUNE 23, 2024**

**WHEREAS**, Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) has a continuing need for on-call environmental consulting services agency wide; and

WHEREAS, on February 20, 2019, ECC/HANH issued Request for Proposals #PM-19-RFP-206 for Agency Wide Environmental Consulting Services under an Indefinite Quantities Contract (IQC) whereby one or more qualified firms could be selected to assist ECC/HANH to develop and carry out projects on an as-needed basis per assigned Task Orders; and

**WHEREAS**, on July 16, 2019, the Board adopted Resolution #07-48/19-R clarifying and

amending previously adopted Resolution that authorized contract award to EnviroMed Services, Inc. for Agency wide environmental consulting services under an indefinite quantities contract (IQC) in the annual amount not to exceed \$91,160.25 for one year with four more one-year options to renew for a maximum five-year Board authorized amount not to exceed \$1,823,205.00; and

**WHEREAS**, on March 31, 2020, the Board adopted Resolution #03-14/20-S approving a second-year contract option in the amount of \$91,160.25 for an amended two-year contract value not to exceed \$182,320.50 through June 23, 2021; and

**WHEREAS**, ECC/HANH continues to be satisfied with the firm's performance and is recommending exercising the third through fifth year contract options in the amount of \$273,480.75 bringing the five-year not to exceed contract amount from \$182,320.50 to \$455,801.25 and extending the contract until June 23, 2024; and

**WHEREAS**, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution; and

**WHEREAS**, we request Board of Commissioners authorization to execute the third through fifth year options to contract #PM-19-C-206 (A) with EnviroMed Services, Inc. in the amount not to exceed \$273,480.75 bringing the amended five-year contract value to \$455,801.25 extending contract time until June 23, 2024.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The third through fifth year options to the Agency wide environmental consulting services contract #PM-19-C-206 (A) with EnviroMed Services, Inc. in the amount not to exceed \$273,480.75 bringing the amended five-year contract value from \$182,320.50 to \$455,801.25 through June 23, 2024 plus 60 calendar days for contract close out is authorized.
- 2) The President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #03-17/21-R**

**RESOLUTION AUTHORIZING THIRD THROUGH FIFTH YEAR OPTIONS TO CONTRACT WITH FUSS & O'NEILL, INC. FOR AGENCY WIDE ENVIRONMENTAL CONSULTING SERVICES UNDER AN INDEFINITE QUANTITIES CONTRACT (IQC) IN THE AMOUNT NOT TO EXCEED \$273,480.75 AND EXTENDING CONTRACT TIME UNTIL JUNE 22, 2024**

**WHEREAS**, Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) has a continuing need for on-call environmental consulting services agency wide; and

**WHEREAS**, on February 20, 2019, ECC/HANH issued Request for Proposals #PM-19-RFP-206 for Agency Wide Environmental Consulting Services under an Indefinite Quantities Contract (IQC) whereby one or more qualified firms could be selected to assist ECC/HANH to develop and carry out projects on an as-needed basis per assigned Task Orders; and

**WHEREAS**, on July 16, 2019, the Board adopted Resolution #07-50/19-R clarifying and amending previously adopted Resolution that authorized contract award to Fuss & O'Neill, Inc. for Agency wide environmental consulting services under an indefinite quantities contract (IQC) in the annual amount not to exceed \$91,160.25 for one year with four more one-year options to renew for a maximum five-year Board authorized amount not to exceed \$1,823,205.00; and

**WHEREAS**, on March 31, 2020, the Board adopted Resolution #03-15/20-S approving a second year contract option in the amount of \$91,160.25 for an amended two-year contract value not to exceed \$182,320.50 through June 22, 2021; and

**WHEREAS**, ECC/HANH continues to be satisfied with the firm's performance and is recommending exercising the third through fifth year contract options in the amount of \$273,480.75 bringing the five-year not to exceed contract amount from \$182,320.50 to \$455,801.25 and extending the contract until June 22, 2024; and

**WHEREAS**, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution; and

**WHEREAS**, we request Board of Commissioners authorization to execute the third through fifth year options to contract #PM-19-C-206 (B) with Fuss & O'Neill, Inc. in the amount not to exceed \$273,480.75 bringing the amended five-year contract value to \$455,801.25 extending contract time until June 22, 2024.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The third through fifth year options to the Agency wide environmental consulting services contract #PM-19-C-206 (B) with Fuss & O’Neill, Inc. in the amount not to exceed \$273,480.75 bringing the amended five-year contract value from \$182,320.50 to \$455,801.25 through June 22, 2024 plus 60 calendar days for contract close out is authorized.
- 2) The President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #03-18/21-R**

**RESOLUTION AUTHORIZING THIRD THROUGH FIFTH YEAR OPTIONS TO CONTRACT WITH FREEMAN COMPANIES, LLC FOR AGENCY WIDE ENVIRONMENTAL CONSULTING SERVICES UNDER AN INDEFINITE QUANTITIES CONTRACT (IQC) IN THE AMOUNT NOT TO EXCEED \$273,480.75 AND EXTENDING CONTRACT TIME UNTIL JULY 31, 2024**

**WHEREAS**, Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) has a continuing need for on-call environmental consulting services agency wide; and

**WHEREAS**, on February 20, 2019, ECC/HANH issued Request for Proposals #PM-19-RFP-206 for Agency Wide Environmental Consulting Services under an Indefinite Quantities Contract (IQC) whereby one or more qualified firms could be selected to assist ECC/HANH to develop and carry out projects on an as-needed basis per assigned Task Orders; and

**WHEREAS**, on July 16, 2019, the Board adopted Resolution #07-49/19-R clarifying and amending previously adopted Resolution that authorized contract award to Freeman Companies, LLC for Agency wide environmental consulting services under an indefinite quantities contract (IQC) in the annual amount not to exceed \$91,160.25 for one year with four more one-year options to renew for a maximum five-year Board authorized amount not to exceed \$1,823,205.00; and

**WHEREAS**, on March 31, 2020, the Board authorized Resolution #03-16/20-S approving a second-year contract option in the amount of \$91,160.25 for an amended two-year contract value not to exceed \$182,320.50 through July 31, 2021; and

**WHEREAS**, ECC/HANH continues to be satisfied with the firm’s performance and is recommending exercising the third through fifth year contract options in the amount of

\$273,480.75 bringing the five-year not to exceed contract amount from \$182,320.50 to \$455,801.25 and extending the contract until July 31, 2024; and

**WHEREAS**, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution; and

**WHEREAS**, we request Board of Commissioners authorization to execute the third through fifth year option to contract #PM-19-C-206 (C) with Freeman Companies, LLC in the amount not to exceed \$273,480.75 bringing the amended five-year contract value to \$455,801.25 extending contract time until July 31, 2024.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The third through fifth year options to the Agency wide environmental consulting services contract #PM-19-C-206 (C) with Freeman Companies, LLC in the amount not to exceed \$273,480.75 bringing the amended five-year contract value from \$182,320.50 to \$455,801.25 through July 31, 2024 plus 60 calendar days for contract close out is authorized.
- 2) The President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #03-19/21-R**

**RESOLUTION AUTHORIZING THIRD THROUGH FIFTH YEAR OPTIONS TO CONTRACT WITH WSP USA, INC. FOR AGENCY WIDE ENVIRONMENTAL CONSULTING SERVICES UNDER AN INDEFINITE QUANTITIES CONTRACT (IQC) IN THE AMOUNT NOT TO EXCEED \$273,480.75 AND EXTENDING CONTRACT TIME UNTIL JULY 31, 2024**

**WHEREAS**, Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) has a continuing need for on-call environmental consulting services agency wide; and

**WHEREAS**, on February 20, 2019, ECC/HANH issued Request for Proposals #PM-19-RFP-206 for Agency Wide Environmental Consulting Services under an Indefinite Quantities Contract (IQC) whereby one or more qualified firms could be selected to assist ECC/HANH to develop and carry out projects on an as-needed basis per assigned Task Orders; and

**WHEREAS**, on July 16, 2019, the Board adopted Resolution #07-51/19-R clarifying and amending previously adopted Resolution that authorized contract award to WSP USA, Inc. for Agency wide environmental consulting services under an indefinite quantities contract (IQC) in the annual amount not to exceed \$91,160.25 for one year with four more one-year options to renew for a maximum five-year Board authorized amount not to exceed \$1,823,205.00; and

**WHEREAS**, on March 31, 2020, the Board authorized Resolution #03-17/20-S approving a second-year contract option in the amount of \$91,160.25 for an amended two-year contract value not to exceed \$182,320.50 through July 31, 2021; and

**WHEREAS**, ECC/HANH continues to be satisfied with the firm's performance and is recommending exercising the third through fifth year contract options in the amount of \$273,480.75 bringing the five-year not to exceed contract amount from \$182,320.50 to \$455,801.25 and extending the contract until July 31, 2024; and

**WHEREAS**, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution; and

**WHEREAS**, we request Board of Commissioners authorization to execute the third through fifth year options to contract #PM-19-C-206 (D) with WSP USA, Inc. in the amount not to exceed \$273,480.75 bringing the amended five-year contract value to \$455,801.25 extending contract time until July 31, 2024.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The third through fifth year options to the Agency wide environmental consulting services contract #PM-19-C-206 (D) with WSP USA, Inc. in the amount not to exceed \$273,480.75 bringing the amended five-year contract value from \$182,320.50 to \$455,801.25 through July 31, 2024 plus 60 calendar days for contract close out is authorized.
- 2) The President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

Motion was made by Commissioner Keene and seconded by Commissioner Kilpatrick.

Catherine Hawthorne presented this resolution. Motion passed unanimously.

**Housing Authority of the City of New Haven**

**Resolution Number 03-20/21-R**

**RESOLUTION AUTHORIZING CHANGES TO THE FLAT RENT SCHEDULE AS OUTLINED IN THE ADMISSION AND CONTINUED OCCUPANCY POLICY (ACOP)**

**WHEREAS**, Public Housing Authorities (PHA) are required to establish flat rents based on the market rent of comparable units in the private, unassisted rental market. Flat rents must be set at no less than 80% of the applicable Fair Market Rent (FMR); and

**WHEREAS**, HANH's ACOP indicates that the flat rent schedule is to be reviewed every three years and changes to said Flat Rents when there has been more than a 10 percent change in the Fair Market values that are used to determine the Flat Rents during the prior three year period; and

**WHEREAS**, HANH performed the task of compiling market rate rents for all developments by bedroom size and compared to the current flat rent schedule. The changes were deemed to be significant which requires the PHA to hold a public hearing before changes to the ACOP can be made; and

**WHEREAS**, A public hearing was held Wednesday January 20, 2021. There were no public comments to the changes in the flat rent schedule; and

**WHEREAS**, the ACOP will be modified to include the proposed flat rent changes as set forth in the in summary form in Exhibit A.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

1. The Amendment to the New Haven Housing Authority Admission and Continued Occupancy Policy (ACOP) relating to Flat Rent and summarized in Exhibit A, is hereby authorized and adopted; and
2. The President is hereby authorized to take any and all steps necessary to effectuate the provisions of the Resolution, including but not limited to, amending the agency's Moving to Work Annual Plan; and
3. This Resolution shall take effect immediately.

Motion was made by Commissioner Morris and seconded by Commissioner Kilpatrick.

Latweeta Smyers presented this resolution. Motion passed unanimously.

**ELM CITY COMMUNITIES  
Housing Authority of New Haven**

**Resolution Number 03-21/21-R**

**RESOLUTION AUTHORIZING THE PURCHASE OF INFRASTRUCTURE EQUIPMENT  
FOR ECC PROPERTIES AND WIFI IN RESIDENTIAL COMMUNITY ROOMS**

WHEREAS, Elm City Communities (ECC) is in need of an infrastructure upgrade to increase throughput capacity, provide additional security and stability, and streamline management of the equipment; and

WHEREAS, ECC is also seeking to add WIFI capabilities in residential community rooms for 15 public housing and tax credit properties; and

WHEREAS, ECC issued an Invitation for Bid (IFB) in January 2021 for the required equipment; and

WHEREAS, out of 3 respondents, The Computer Company (TCC) provided the lowest most responsive pricing and availability for equipment compatible with ECC's requirements; and

WHEREAS, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that the Board authorizes the President to take such actions and execute such documents as necessary to purchase equipment value of \$ 212,480.13.

Motion was made by Commissioner Kilpatrick and seconded by Commissioner Keene.

Donna Piccirilli presented this resolution. Motion passed unanimously.

**ADJOURNMENT:**

Motion to adjourn was made at 4:28 p.m. by Chairman Clemons and seconded by Commissioner Kilpatrick. Motion passed unanimously.