

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, May 18, 2021 at 4:00 p.m.

Those present included:

Erik Clemons, Chairman
William Kilpatrick, Vice Chairman
Foluke Morris, Commissioner
Danya Keene, Commissioner
Shenae Draughn, Secretary
Maza Rey, ECC
John Rafferty, ECC
Yul Watley, Resident
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 4:03 p.m.

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

Approval of the Minutes from the April 20, 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 \$ **713.76** (listed on page 1). 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 May 18, 2021 Board of Commissioners meeting.

Bank Book Check Register totaling \$ **1,669,415.41** (listed on page 11). This list consists of invoices that have been paid from April 1 – April 30, 2021. Some major payments are City of New Haven (\$ 64,662) for LCI, Bulk Trach & Fuel; JLY Enterprises LLC (\$ 104,340) for Scattered Sites Furnaces and Essex Lead Abatement; McCarter & English, LLP (\$38,977) for legal counsel agency-wide; Reitman Personnel Services, Inc. (\$ 15,969) for temp services agencywide; United Illuminating (\$ 164,765) for various sites; Home Depot (\$33,461) for agency wide supplies; Anthem Blue Cross/blue Shield (\$ 246,467) for Medical, Vision/Dental insurance; Home Services & More, LLC (\$33,394) plumbing services agency-wide; The Computer Company Inc (\$ 67,192) for IT Department services agency-wide.

The total of both registers is \$ **1,670,129.17**

Presented by Jack Rafferty
Accepted as stated

Public Comments:

Yul Watley presented information regarding his new 501c3 called the Angel Care Foundation to help youth.

President's Report:

To: ECC/HANH Board of Commissioners

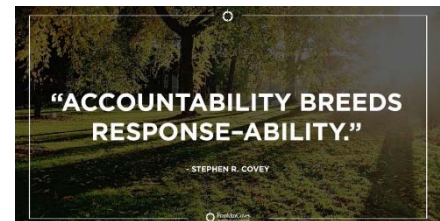
From: Shenae Draughn, Interim President

Date: May 18, 2021

RE: President's May 2021 Report

I. Administrative

Thank you to Dr. Karen DuBois-Walton for her unwavering leadership and vision. Under Dr. DuBois-Walton's leadership, we set the course to change the landscape of affordable housing, create opportunity and advance equity. As we celebrated during her surprise drive-by caravan, she became overwhelmed with joy as the procession continued showering her with well wishes, kind words, etc. The scene was a testament to her leadership. During my parting words for Dr. Karen DuBois-Walton I quoted "What you do is your history. What you set in motion is your legacy." ECC is "One Team, Meeting Expectations", and shall continue the legacy. We pay homage to Karen's legacy. To that end, I thank the board for its confidence in my leadership and I shall bring the same fervor demonstrated in leading The Glendower Group, Inc.



We are continuing under COVID-19 operations and continue to ensure that our families have access to the COVID-19 vaccination. We plan to partner and canvas our developments providing education on the COVID-19 vaccine. ECC/HANH staff and hundreds of volunteers have gone door-to-door to ensure that every resident in the Fair Haven neighborhood had the ability to schedule their vaccination appointments. Staff was recognized for its participation in the Vaccinate Fair Haven effort where over 5,648 doors were knocked. This is a model of collaboration, creating equity and access.

We are delighted to announce that ECC/HANH received a grant in the amount of \$3.7 million for lead abatement. Thank you to the P & M Division lead by Hannah Sokal-Holmes and our

grant extraordinaire, Catherin Hawthorne. The funds will be used to remediate lead in our scattered site homes.

We were excited to add to our ECC team! We've been selected again to receive a Yale PPSF fellow who will be joining us this month and will work on policy and advocacy work; and measurement, evaluation, and assessment in our CED division. We also welcome our STEP Program students, our paid summer employment opportunities for teens and young adults in our developments.

Later this month, the Glendower Group will apply for a HUD 202 grant for the redevelopment of 34 Level Street. This grant will pave the way for a senior housing development with approximately 51 units with various amenities and thereby creating an intergenerational community.

As we complete our summer activities planning with our CED team and partners, it will prove to be a summer of fun and education for our youth.

On a concerning note, we like many other communities in New Haven, have experienced a string of shootings. We're continuing to engage our families impacted and working collaboratively on ways in which we can help mitigate such acts.

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

- Contract extension with Cohen's Key Shop, Inc for Key & Lock Services from May 26, 2021 until June 30, 2021 (PO 21540-13325)
- Contract extension with Life Safety Services, LLC for Fire Extinguishers Inspection from May 31, 2021 until August 31, 2021 (PO 20306-12475)
- Contract extension with Ace Van & Storage, Inc. for Professional Moving and Storage Services from June 1, 2021 until August 31, 2021 (PO 20536-12630)
- Contract extension with Four Star Movers, Inc. for Professional Moving and Storage Services from June 1, 2021 until August 31, 2021 (PO 20535-12629)

II. Finance-March 2021 YTD Financials

March 2021												
	MTWBudget	MTWActual	Variance	NON-MTWBudget	NON-MTWActual	Variance	ELIMSBudget	ELIMSActual	Variance	Total Budget	Total Actual	Total Variance
70500 TENANT REVENUE	825,319	1,191,275	365,956	-	-	-	-	-	-	825,319	1,191,275	365,956
70600 HUD REVENUE	49,349,300	47,515,304	(1,833,996)	227,172	127,574	(99,598)	-	-	-	49,576,472	47,642,878	(1,933,594)
70000 OTHER REVENUE	228,551	886,691	658,140	8,750,505	8,655,228	(95,277)	(4,668,943)	(4,780,787)	111,844	4,310,113	4,761,131	451,019
70000 TOTAL REVENUE	50,403,169	49,593,269	(809,900)	8,977,677	8,782,802	(194,875)	(4,668,943)	(4,780,787)	111,844	54,711,903	53,595,284	(1,116,619)
91000 OPERATING ADMINISTRATIVE	6,662,590	6,615,423	47,166	3,921,537	3,443,067	478,470	(4,668,943)	(4,780,787)	111,844	5,915,184	5,277,703	637,480
92500 TENANTS SERVICES	132,500	70,938	61,562	1,271,546	840,669	430,877	-	-	-	1,404,046	911,607	492,439
93000 UTILITIES	1,142,517	1,570,704	(428,187)	79,321	78,230	1,092	-	-	-	1,221,838	1,648,934	(427,096)
94000 MAINTENANCE	1,749,017	2,492,766	(743,750)	149,790	131,325	18,465	-	-	-	1,898,807	2,624,091	(725,284)
95000 PROTECTIVE SERVICES	86,025	98,212	(12,187)	12,912	7,704	5,208	-	-	-	98,937	105,916	(6,979)
96000 GENERAL EXPENSE	-	-	-	110,933	153,702	(42,769)	-	-	-	110,933	153,702	(42,769)
96100 INSURANCE PREMIUMS	325,292	472,564	(147,271)	-	-	-	-	-	-	325,292	472,564	(147,271)
96200 OTHER	953,501	1,200,114	(246,613)	-	-	-	-	-	-	953,501	1,200,114	(246,613)
96800 SEVERANCE EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-
96900 TOTAL OPERATING EXPENSES	11,051,442	12,520,722	(1,469,280)	5,546,039	4,654,697	891,342	(4,668,943)	(4,780,787)	111,844	11,928,538	12,394,631	(466,093)
97100 EXTRAORDINARY MAINTENANCE	483,493	-	483,493	-	-	-	-	-	-	483,493	-	483,493
97200 CASUALTY LOSSES - NON CAPITALIZED	-	-	-	-	-	-	-	-	-	-	-	-
97300 HAP EXPENSE	32,696,645	30,431,590	2,265,055	-	-	-	-	-	-	32,696,645	30,431,590	2,265,055
97400 DEPRECIATION EXPENSE	2,463,968	2,467,589	(3,621)	73,879	171,726	(97,847)	-	-	-	2,537,847	2,639,315	(101,468)
90000 OTHER EXPENSES	35,644,106	32,899,179	2,744,926	73,879	171,726	(97,847)	-	-	-	35,717,985	33,070,905	2,647,079
TOTAL EXPENSES	46,695,547	45,419,901	1,275,646	5,619,918	4,826,423	793,495	(4,668,943)	(4,780,787)	111,844	47,646,522	45,465,536	2,180,986
RAD/DEV - MTW Fund Expenditures	(1,925,000)	(1,127,009)	(797,991)	(3,933,349)	(2,312,225)	(1,621,124)	-	-	-	(5,858,349)	(3,439,234)	(2,419,115)
Investment in the financing of affordable housing Dev	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for interest on N/R	-	-	-	(3,320,559)	(3,470,344)	149,785	-	-	-	(3,320,559)	(3,470,344)	149,785
10010 Operating Transfer In	435,406	292,177	143,229	2,706,719	2,312,225	394,494	-	-	-	3,142,125	2,604,402	537,723
10020 Operating Transfer Out	(3,142,125)	(2,604,402)	(537,723)	-	-	-	-	-	-	(3,142,125)	(2,604,402)	(537,723)
10000 EXCESS OF REVENUE OVER (UNDER) EXPENSES	(924,097)	734,135	(1,658,232)	(1,189,430)	486,035	(1,675,465)	-	-	-	(2,113,527)	1,220,170	(3,333,698)
ADJ FOR DEPRECIATION EXPENSE	2,463,968	2,467,589	(3,621)	73,879	171,726	(97,847)	-	-	-	2,537,847	2,639,315	(101,468)
350 SURPLUS / (DEFICIT)	1,539,870	3,201,724	(1,661,854)	(1,115,551)	657,761	(1,773,312)	-	-	-	424,319	3,859,485	(3,435,166)

III. Operations

A. Vacancy Rate

HANH's current occupancy rate for the month for March 2021 is 92%. 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 83%. 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%	80.67%	7.9

April	70.27%	83.27%	12.5
May	79.95%		
June	81.17%		
July	100%		
August	79.11%		
September	76.04%		
October	76.16%		
November	75.98%		
December	76.46%		
Average	78.07%	78.95%	

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:

- **FSS participant** started the program with a credit score of 613 and as of today she reports a credit score of 698. Participant has managed to save over 7k so far & and has worked hard to get to this point to accomplish her final goal of homeownership. She is scheduled to attend the next NHS 8hr homebuyer education class.
- **FSS participant** has increased her credit score since the last time we met from 679 to 696. Participant has been working very close with FEC by following their financial counseling. She has also increased her savings and has reached \$4,000 as of today for her goals of homeownership. She has been working full time earning \$29,500 yearly.
- 1 CARES participant passed the OSHA training this month.
- 5 CARES participants are currently working with mortgage lender and realtor.
- 61 participants attend CARES monthly meeting.
- The CARES staff assisted 13 participants who paid off their rental balance with management.

Residents Services:

- COVID Vaccine site: COVID vaccine site at East View Terrace and Quinnipiac Terrace. Flyers were passed out to every household at these two developments, in addition announcements for this event were marketed on ECC/HANH social media 54 Residents attended from both sites.
- COVID Vaccine through Fair Haven Clinic: Coordinators are canvassing the Fair Haven side of town and registering residents to get vaccine through the Fair Haven Clinic
- Mask Distribution event at McConaughey Terrace approximately 1000 masks distributed.
- NHPS summer fair: RSC's passed out the Google Survey to the residents on their email list.
- CPAC: 19 recruited and attended- (CT Parent Advocacy Center)

RSC Elderly

- 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.
- TRC meetings at all sites.
- RAB Meeting

RSC Family

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

ECC Believes

- April was filled with excitement for our STEP students as they completed their new-hire trainings and began their work for our agency.
- On the 16th, CED hosted a "Welcome Hour" where STEP students were given their handbooks, badges, balloons, and wrote letters to their supervisors. Shortly after, most began working in their assigned departments between both ECC/HANH and 360 Management.

- 1:1 case management sessions with our SCSU intern helped students set personal and professional goals, goal setting plans, expressed needs for support, and were informed of resources and additional support
- Planning has begun with Concepts for adaptive learning (CFAL) to discuss an individualized technology program for ECC/HANH youth residents. This program will allow our residents to learn technology skills while being creative. This program will include podcast start-ups, web design, video editing, and more.

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:

- Three residents have also joined the ECC/HANH Building Attendant team. They completed their trainings in April and are prepared to begin volunteering in May. The Building Attendant program has been revamped. This month we have received t-shirts, badges, and produced updated handbooks to be distributed in May.

<p><u>Planning and Modernization</u></p>

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. HUD announced 20 awards nation-wide on September 5, 2018. ECC/HANH received \$986,260, the amount requested.

The identified properties are McConaughy Terrace, Essex Townhouses, and multiple Scattered Site East and Scattered Sites West properties. Properties will be remediated, abated or encapsulated, as recommended by the selected Design team. 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. 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, 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 awarded.
- Group 4 and Group 5, insufficient competition for award; To be resolicited.
- Group 6, McConaughy, out for bid
- Group 9, Essex, Contract awarded; work complete
- 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 May, 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. On May 11, 2021, HUD announced lead grant awards. ECC/HANH received the full \$3,700,000 requested.

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. Re-procurement yielded responsive bid approved by the Board. Construction started April 15, 2021 and work is in progress.
- **Crawford Manor: ADA Entrance and Access Improvements and Fire Panel and Fire Pump Replacement:** ECC rescinded previously awarded contract due to COVID considerations. Project was 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. Seven (7) bids were received for Phase 1 vestibule and fire pump replacement. In March 2021, Board approved contract award. Contract executed and contractor preparing for start-up. Work will be paid for by CARES funding.
- **Robert T. Wolfe Renovations:** A team of architects, engineers, environmental consultants, 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 prepared. Solicitation released in March, construction start anticipated for June 2021, pending Board approval. A portion of the work for the ADA entry will be paid for by CARES funding. Phase 2 for work requiring entrance in residential units out to bid.
- **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 solicited 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. Responses in review. Procurement scheduled virtual interviews with both respondents.
- **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. Project will be paid for by CARES funding. Bids solicited in March for fencing and basement pipe abatement. Six bids received. Contract award pending Board approval.
- **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 solicited A&E and environmental design services for a vacancy rehabilitation project. 425B Eastern Street sustained significant damage due to a fire. Solicitation received several bids; contract awarded. ECC's insurance company 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. **Current contracts expired; Operation solicited quotes for new contracts.**

The Glendower Group/Special Projects

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 closed on July 7, 2020.
 - 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.
 - Submitting HTCC application for additional \$500,000 in funding on June 1, 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, 2021. 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 2022.
- 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.

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
 - Development completed and leased.

- Group IIA: Waverly and St Anthony and Fulton Park
 - Development completed and leased.
- Group IIB: Valley Townhomes
 - Closing anticipated by September 30, 2021.
 - Submitting financing template to the Resource desk by June 1, 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,
 - Closed on March 11, 2021.
 - Construction began March 15, 2021
 - Final completion for Fairmont Heights May 31, 2022
 - Final completion for Ruoppolo Manor May 31, 2022.

McConaughy Terrace

- For the purpose of Financing Glendower bifurcated the redevelopment into two phases – 4% and 9% Low Income Housing Tax Credit applications.
- 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 for the 9% phase.
- LaRosa Building Group, LLC has been selected to be the General Contractor for the Development.
- **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.
 - Application was awarded under the 2020 competitive LIHTC round. The 9% LIHTC award also included approval of the 4% award.

ACTION ITEMS:

**ELM CITY COMMUNITIES
THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**

RESOLUTION NUMBER 05-29/21-R

**RESOLUTION AUTHORIZING AN INCREASED LOAN OF UP TO \$2,800,000 TO 360
MANAGEMENT GROUP, CO., AN INSTRUMENTALITY OF THE HOUSING
AUTHORITY OF THE CITY OF NEW HAVEN**

WHEREAS, the Housing Authority of the City of New Haven (HANH), d/b/a Elm City Communities (ECC) has formed 360 Management Group, Co. (360), as an instrumentality of HANH in December 2016; and

WHEREAS, 360 is to assist HANH and affiliated entities in the management of low and affordable housing, the promotion and advancement of neighborhood economic development and stabilization, by providing property management services and other activities in support of such purposes; and

WHEREAS, on May 16, 2017, the HANH Board of Commissioners approved a loan proceed of \$2,200,000 to fund 360's start-up costs and expenses necessary to create a professional and competitive property management organization; and

WHEREAS, for the fiscal year ending September 30, 2020, 360 reported an outstanding HANH loan amount of \$1,819,240; and

WHEREAS, from the attached updated projections, 360 anticipates becoming financially independent in FY 2024; and

WHEREAS, it is estimated that the HANH loan in the amount of \$498,121, \$336,914 and \$145,725 are needed from FY 2021 through FY 2023 to cover the costs of infrastructure, systems and staffing and benefits; and

WHEREAS, the above amounts totaling \$980,760 will bring the HANH loan to \$2,800,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that the HANH loan to 360 Management Group, Co. is increased from \$2,200,000 to \$2,800,000, and the Interim President is hereby authorized and empowered to take any and all steps necessary to effectuate the purposes of the Resolution, including the execution of an amended loan agreement between ECC-HANH and 360 Management Group, Co. for an amount not to exceed \$2,800,000.

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

Jack Rafferty presented this resolution. Motion passed unanimously.

ELM CITY COMMUNITIES

THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

RESOLUTION NUMBER 05-30/21-R

RESOLUTION AUTHORIZING THE WRITE-OFF OF FORMER TENANT ACCOUNTS RECEIVABLE (TAR) FOR THE LOW INCOME PUBLIC HOUSING (LIPH) PROGRAM FOR THE PERIOD ENDING 03/31/2021 IN THE AMOUNT OF \$7,785.20

WHEREAS, ECC/HANH's is responsible for the management and operation of all projects under the Federal Consolidate Program; and

WHEREAS, in the course of such operation, certain tenants of these developments discontinue occupancy leaving outstanding balances for rents and other charges with the Authority; and

WHEREAS, efforts were made to collect all outstanding balances while tenants remain in possession; and

WHEREAS, ECC/HANH has previously contracted with Collection Company of America during FY 2009 to pursue collection of outstanding balances but effects proved to be unsuccessful; and

WHEREAS, ECC/HANH is currently carrying \$7,785.20 balance for 12 vacated tenants through March 31,2021; and

WHEREAS, while ECC/HANH will remove the balances from ECC/HANH's Financial Reporting systems, the obligations of these former tenants will remain in the Low Income Housing System for possible future collections; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that the write-off for financial reporting purposes of all former tenant's accounts receivable balances accrued through March 31, 2021 for LIPH program in the amount of \$7,785.20 is approved and the President is authorized to recapture from any former tenant seeking readmission to Public Housing, all written-off obligation incurred as a former tenant prior to tenant acceptance into any development or program operated by the Housing Authority of the City of New Haven.

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

Jack Rafferty presented this resolution. Motion passed unanimously.

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

Resolution Number 05-31/21-R

RESOLUTION AUTHORIZING CONTRACT AWARD TO BANTON CONSTRUCTION COMPANY FOR PHASE 1 BUILDING UPGRADE COMMON AREAS AT ROBERT WOLFE IN THE AMOUNT NOT TO EXCEED \$765,852.00 FOR COMPLETION IN 144 CALENDAR DAYS FROM NOTICE TO PROCEED

WHEREAS, ECC/HANH determined a need to upgrade Robert Wolfe, 49 Union Avenue to address health and safety concerns while planning continues for major redevelopment activity at the site; and

WHEREAS, ECC/HANH engaged consultants to assess the building conditions, identify priorities and prepare a scope of work; and

WHEREAS, on March 29, 2021, ECC/HANH publicly issued Invitation for Bid #PM-21-IFB-487 for Wolfe Building Upgrade Common Areas; and

WHEREAS, bids were due April 28, 2021; and

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

WHEREAS, ECC/HANH is recommending contract award to Banton Construction Company who submitted the most responsive and responsible bid in the amount not to exceed \$765,852.00 for completion in 144 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 Banton Construction Company in the amount not to exceed \$765,852.00 for Building Upgrade Common Areas at Robert Wolfe to be completed in 144 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-21-C-487 to Banton Construction Company in the amount not to exceed \$765,852.00 for Wolfe Building Upgrade Common Areas to be completed in 144 calendar days from Notice to Proceed is hereby authorized.
- 2) The Interim Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The Interim Executive Director-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 Morris.

Catherine Hawthorne presented this resolution. Motion passed unanimously.

-TABLED-
ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution Number 05-32/21-R

RESOLUTION AUTHORIZING CONTRACT AWARD TO SANDOW CONSTRUCTION, INC. FOR ESSEX FENCING IMPROVEMENTS AND BASEMENT ABATEMENT IN THE AMOUNT NOT TO EXCEED \$249,000.00 FOR COMPLETION IN 90 CALENDAR DAYS FROM NOTICE TO PROCEED

WHEREAS, at Essex Townhouses, 1134 Quinnipiac Avenue, ECC/HANH determined a need to replace privacy fencing around rear patios and along a portion of the property line and remove asbestos-containing pipe insulation and install new insulation in apartment basements; and

WHEREAS, on March 29, 2021, ECC/HANH publicly issued Invitation for Bid #PM-21-IFB-490 for Essex Fencing Improvements and Basement Abatement; and

WHEREAS, bids were due April 27, 2021; and

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

WHEREAS, ECC/HANH is recommending contract award to SanDow Construction, Inc. who submitted the most responsive and responsible bid in the amount not to exceed \$249,000.00 for completion in 90 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 SanDow Construction, Inc. in the amount not to exceed \$249,000.00 for Essex Fencing Improvements and Basement Abatement to be completed in 90 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-21-C-490 to SanDow Construction, Inc. in the amount not to exceed \$249,000.00 for Essex Fencing Improvements and Basement Abatement to be completed in 90 calendar days from Notice to Proceed is hereby authorized.
- 2) The Interim Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.

- 3) The Interim Executive Director-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.

Chairman Clemons moved to table the resolution. Motion was made by Commissioner Kilpatrick and seconded by Commissioner Keene. Resolution 05-32/21-R was tabled.

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

RESOLUTION # 05-33/21-R

**RESOLUTION TO APPOINT JOHN RAFFERTY AND PATRICIA JOHNSON TO THE
BOARD OF DIRECTORS OF 360 MANAGEMENT GROUP, CO.**

WHEREAS, 360 MANAGEMENT GROUP, CO. ("360 Management") is a non-profit instrumentality of the Housing Authority of the City of New Haven (the "Authority"), whose purpose is to undertake certain development activities beneficial to the Authority, the residents of the Authority, and the residents of the City of New Haven; and

WHEREAS, the organizational documents of 360 Management permit the Board of Directors of 360 Management to appoint members of the Board of Directors so long as one-half (1/2) of the members are appointed by the Board of Commissioners of the Authority; and

WHEREAS, Diana Smith has submitted her resignation as a member of the Board of Directors of 360 Management and it is hereby recognized by the Board of Directors as of the date of this resolution; and

WHEREAS, the Board of Directors has determined that it is in the best interests of 360 Management to accept the resignation of Diana Smith and, by doing so, exercise its right to remove Diana Smith from the Board of Directors of 360 Management; and

WHEREAS, Rainbow Lin has submitted her resignation as a member of the Board of Directors of 360 Management effective June 25, 2021, and it is hereby recognized by the Board of Directors; and

WHEREAS, the Board of Directors has determined that it is in the best interests of 360 Management to accept the resignation of Rainbow Lin and, by doing so, exercise its right to remove Diana Smith from the Board of Directors of 360 Management effective June 25, 2021; and

WHEREAS, the Board of Directors of 360 Management has determined that it is in the best interests of 360 Management to appoint each of John Rafferty and Patricia Johnson, employees of the Authority, to the Board of Directors of 360 Management for a three-year term.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS THAT:

1. The Board of Commissioners hereby acknowledges and accepts the resignation of Diana Smith from the Board of Directors of 360 Management, and Diana Smith is hereby removed from the Board of Directors of 360 Management effective as of the date of this resolution; and
2. The Board of Directors of 360 Management hereby acknowledges and accepts the resignation of Rainbow Lin from the Board of Directors of 360 Management, and Rainbow Lin will be removed from the Board of Directors of 360 Management effective June 25, 2021; and
3. The Board of Directors of 360 Management hereby appoints John Rafferty to the Board of Directors of 360 Management for a term expiring on the earlier to occur of (i) three (3) years from the date of this resolution or (ii) the date on which John Rafferty is no longer employed by the Authority, whether by termination, resignation, or administrative leave; and
4. The Board of Directors of 360 Management hereby appoints Patricia Johnson to the Board of Directors of 360 Management for a term expiring on the earlier to occur of (i) three (3) years from the date of this resolution or (ii) the date on which John Rafferty is no longer employed by the Authority, whether by termination, resignation, or administrative leave; and
5. In the event that the Board of Commissioners of the Authority ratifies, confirms and authorizes the appointment of John Rafferty and/or Patricia Johnson to the Board of Directors of 360 Management, such appointment(s) shall be considered for all purposes an appointment(s) by the Authority; and
6. This resolution shall take effect immediately.

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

Shenae Draughn presented this resolution. Motion passed unanimously.

**ELM CITY COMMUNITIES
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**

RESOLUTION # 05-34/21-R

**RESOLUTION TO APPOINT JOHN RAFFERTY TO THE BOARD OF DIRECTORS
OF THE GLENDOWER GROUP, INC.**

WHEREAS, The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Housing Authority of the City of New Haven (the "Authority"), whose purpose is to

undertake certain development activities beneficial to the Authority, the residents of the Authority, and the residents of the City of New Haven; and

WHEREAS, the organizational documents of Glendower permit the Board of Directors of Glendower to appoint members of the Board of Directors so long as two-thirds (2/3) of the members are appointed by the Board of Commissioners of the Authority; and

WHEREAS, Diana Smith has submitted her resignation as a member of the Board of Directors of Glendower and it is hereby recognized by the Board of Directors as of the date of this resolution; and

WHEREAS, the Board of Directors has determined that it is in the best interests of Glendower to accept the resignation of Diana Smith and, by doing so, exercise its right to remove Diana Smith from the Board of Directors of Glendower; and

WHEREAS, the Board of Directors of Glendower has determined that it is in the best interests of Glendower to appoint John Rafferty, an employee of the Authority, to the Board of Directors of Glendower for a three-year term.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS THAT:

1. The Board of Commissioners hereby acknowledges and accepts the resignation of Diana Smith from the Board of Directors of Glendower, and Diana Smith is hereby removed from the Board of Directors of Glendower effective as of the date of this resolution; and
2. The Board of Commissioners of Glendower hereby appoints John Rafferty to the Board of Directors of Glendower for a term expiring on the earlier to occur of (i) three (3) years from the date of this resolution or (ii) the date on which John Rafferty is no longer employed by the Authority, whether by termination, resignation, or administrative leave; and
3. In the event that the Board of Commissioners of the Authority ratifies, confirms and authorizes the appointment of John Rafferty to the Board of Directors of Glendower, the appointment shall be considered for all purposes an appointment by the Authority; and
4. This resolution shall take effect immediately.

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

Shenae Draughn presented this resolution. Motion passed unanimously.

Resolution Number 05-35/21-R

RESOLUTION AUTHORIZING ACCEPTANCE OF DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT 2020 LEAD-BASED PAINT CAPITAL FUND PROGRAM (LBPCF) GRANT CT26L00450120 AWARD IN THE AMOUNT OF \$3,700,000.00

WHEREAS, under an earlier competitive grant funding round, ECC/HANH received a 2017 Lead-Based Paint Capital Fund grant in the amount of \$986,260.00 to perform lead inspections-risk assessments in pre-1978 family housing locations at McConaughy, Essex, Scattered Sites East and Scattered Sites West properties ; and

WHEREAS, based on the results of testing being performed under the grant, the 2017 grant included projected funds needed to abate identified lead-based paint surfaces and building components; and

WHEREAS, ECC/HANH's environmental consultants completed inspections-risk assessments and proceeded to prepare scopes of work to address identified lead hazards; and

WHEREAS, in some instances, the consultant scopes called for encapsulating or covering lead surfaces instead of more permanent solutions to remove-replace some lead identified components; and

WHEREAS, the replacement alternative was a more costly alternative beyond the grant funding; and

WHEREAS, ECC/HANH is continuing with expending the 2017 lead grant funds on abatement activities; and

WHEREAS, in September 2020, ECC/HANH saw an opportunity to implement more permanent remove-replace solutions to lead abate components when HUD issued a new Lead-Based Paint Capital Fund Program (LBPCF) competitive funding round; and

WHEREAS, applications were due November 2, 2020; and

WHEREAS, the 2020 application funds were planned to remove lead instead of encapsulating (for example, replace lead siding, windows, trim boards, stair components, replace doors and porch components and provide more permanent plantings as landscaping alternatives to mulch); and

WHEREAS, intended results would be safer homes for families with children; and

WHEREAS, ECC/HANH submitted a grant application in the amount of \$3,700,000.00 by the November 2, 2020 deadline; and

WHEREAS, on May 11, 2021, HUD announced nationwide lead paint hazard abatement grant awards of over \$51 million dollars; and

WHEREAS, ECC/HANH was one of the 51 awards in the amount of \$3,700,000.00 for continuation of our lead abatement activities limiting lead exposure for families with children and creating safer home environments; and

WHEREAS, ECC/HANH is requesting authorization to accept the 2020 Lead-Based Paint Capital Fund Program (LBPCF) award CT26L00450120 in the amount of \$3,700,000.00, execute all required documents, and obligate-expend the funds in accordance with program regulations.

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

- 1) Acceptance of \$3,700,000.00 HUD 2020 Lead-Based Paint Capital Fund Program (LBPCF) award CT26L00450120 is hereby authorized.
- 2) The Interim Executive Director-President be and hereby is authorized, empowered and directed to execute and submit any required documents, forms, and agreements and submit them as HUD directs.
- 3) The Interim Executive Director-President be and is hereby authorized, empowered and directed to execute and submit any other forms, agreements, budgets and budget revisions and to obligate and expend the funds in accordance with program regulations.
- 4) The Interim Executive Director-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.
- 5) The resolution shall take effect immediately.

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

Catherine Hawthorne presented this resolution. Motion passed unanimously.

Elm City Communities – Housing Authority of New Haven

Resolution Number 05-36/21-R

RESOLUTION RATIFYING A FIVE-MONTH CONTRACT EXTENSION WITH CANON SOLUTIONS FOR MANAGED PRINT SERVICES IN AN AMOUNT NOT TO EXCEED \$65,000.00 BEGINNING APRIL 1, 2021 AND ENDING AUGUST 31, 2021

WHEREAS, on February 16, 2021, the Board of Commissioners approved Resolution 02-06/21-R authorizing a three year contract for Managed Print Services with Ricoh USA to begin April 1, 2021 through March 31, 2024 for an amount of \$190,000.00 with two year optional to renew for total contract value of \$ 316,666.00; and

WHEREAS, the negotiation with Ricoh took longer than expected and the equipment is currently on backorder; therefore, we are still in the process of putting a plan together to replace the equipment; and

WHEREAS, in order to minimize downtime, this resolution is seeking a 5-month extension of the current contract with Canon Solutions to end August 31, 2021 in an amount not to exceed \$65,000.00; and

WHEREAS, the amount spent on the Canon's extension will reduce the buyout amount from the original contract of \$182,770.18 to approximately \$102,300.00; and

WHEREAS, ECC is seeking the Board of Commissioners authorization to enter a five-month extension of the contract with Canon Solutions for managed printed service in an amount not to exceed \$65,000 bringing the total value of the contract to an amount not to exceed \$ 441,360.00; 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 of Commissioners authorizes the Interim President to take such actions and execute such documents as necessary to purchase Managed Print Services for 31 copy/print/scan devices agency wide from Canon Solutions in an amount not to exceed \$65,000 for total contract value not to exceed \$ 441,360.00.

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

Donna Piccirilli presented this resolution. Motion passed unanimously.

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

Resolution Number 05-37/21-R

**RESOLUTION AUTHORIZING THE CONTRACT WITH THE STANDARD
INSURANCE COMPANY IN AN AMOUNT NOT TO EXCEED \$359,871.00 FOR
HANH'S LIFE INSURANCE, LONG TERM DISABILITY AND ACCIDENTAL DEATH
AND DISMEMBERMENT INSURANCE (AD&D) AND STD INSURANCE PLAN
SERVICES FOR A**

**PERIOD OF JUNE 1, 2021 AND ENDING ON MAY 31, 2024 FOR A TOTAL
CONTRACT NOT TO EXCEED \$359,871.00.**

WHEREAS, HANH's Broker / Agent of Record / Consultant CBC Kane conducted a competitive procurement to identify a contractor to provide comprehensive Life Insurance, Long Term Disability and Accidental Death, Dismemberment Insurance (AD&D) and Short-Term Disability insurance plan services; and

WHEREAS, They received four (4) responses and upon completion of the review and evaluations of proposals, it was deemed by CBC Kane and confirmed by HANH that the Standard Insurance Company had submitted the most responsive proposal for HANH's Life Insurance, Long Term Disability and Accidental Death and Dismemberment Insurance (AD&D), and STD insurance plan services; and

WHEREAS, The Standard Insurance Company quoted HANH's Life, Accidental Death, Dismemberment Insurance (AD&D), Short Term Disability, and Long Term Disability Benefits premium with a three (3) year Rate Guarantee at an amount not to exceed \$119,957.00; and

WHEREAS, This resolution is asking for Board approval to enter into a contract with the Standard Insurance Company for a period commencing on June 1, 2021 and ending on May 31, 2024 for a total contract not-to-exceed \$359,871.00; 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 results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution; and

WHEREAS, ECC/HANH requests the Board of Commissioners' approval of the contract with The Standard Insurance Company for HANH's Life Insurance, Long Term Disability and Accidental Death and Dismemberment Insurance (AD&D), and STD insurance plan services commencing on June 1, 2021 and ending on May 31, 2024 for a total contract not to exceed \$359,871.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that the contract with The Standard Insurance Company for comprehensive Life Insurance, Long Term Disability and Accidental Death, Dismemberment Insurance (AD&D) and Short Term Disability insurance plan services for the period of June 1, 2021 and ending on May 31, 2024 for a total contract not to exceed \$359,871.00 is authorized and the Interim President be and hereby is authorized, empowered and directed to act on behalf of HANH to take all such actions as are necessary or appropriate to cause to be prepared execute and finalize, upon such terms as the Interim President deems necessary and appropriate and in the best interest of HANH, the agreement contemplated hereby.

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

Iris Rodriguez presented this resolution. Motion passed unanimously.

ELM CITY COMMUNITIES

Housing Authority of the City of New Haven

Resolution # 05-38/21-R

RESOLUTION RATIFYING, AUTHORIZING AND TO THE EXTENT NECESSARY REAUTHORIZING THE ACCEPTANCE OF THE LEAVE OF ABSENCE OF KAREN DUBOIS-WALTON AS EXECUTIVE DIRECTOR/SECRETARY/PRESIDENT OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, EFFECTIVE MAY 1, 2021 THROUGH SEPTEMBER 30, 2021, OR FOR SUCH FURTHER TIME AS MAY BE IN THE BEST INTERESTS OF THE AUTHORITY, AND USE OF PTO/MEDICAL COVERAGE

WHEREAS, Karen DuBois-Walton has notified the Authority that she intends to take a leave of absence for the period beginning May 1, 2021 to September 30, 2021, and the Authority has granted her such leave of absence; and

WHEREAS, Karen DuBois-Walton has earned Paid Time Off (PTO) as of April 30, 2021; and

WHEREAS, Karen DuBois-Walton receives medical coverage under the Authority's group health plan; and

WHEREAS, this resolution is to ratify, authorize and, to the extent necessary reauthorize the acceptance by the Authority of the leave of absence of Karen-DuBois-Walton effective May 1, 2021 through September 30, 2021, or for such further time as may be in the best interests of the Authority, and to approve her use of earned PTO and continue her medical coverage until her PTO balance is exhausted.

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

1. The acceptance by the Authority of the leave of absence of Karen-DuBois-Walton effective May 1, 2021 through September 30, 2021, or for such further time as may be in the best interests of the Authority, be and hereby is ratified, authorized and, to the extent necessary reauthorized; and
2. Commencing May 1, 2021, Karen DuBois-Walton shall be entitled to use her PTO accrued through April 30, 2021. Her paid medical benefits will continue after May 1,

2021, until her PTO is exhausted. At that time Dr. Dubois-Walton will be on unpaid leave and may obtain the group medical coverage at her expense under COBRA for the remainder of her leave.

3. This Resolution shall take effect immediately.

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

Shenae Draughn presented this resolution. Motion passed unanimously.

ADJOURNMENT:

Motion to adjourn was made at 4:37 p.m. by Chairman Clemons and seconded by Commissioner Kilpatrick. Motion passed unanimously.