

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, August 17, 2021 at 4:00 p.m.

Those present included:

William Kilpatrick, Vice Chairman
Foluke Morris, Commissioner
Danya Keene, Commissioner
Evelise Ribeiro, Acting Secretary
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 4:12 p.m.

At Roll Call, Vice Chairman Kilpatrick and Commissioner Keene were present via RingCentral. Commissioner Morris was in person in the boardroom.

Approval of the Minutes from the July 20, 2021 Regular Meeting:

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

Bills and Communications:

Vendor Commitments Report totaling \$ **101,750.40** (listed on page 8). 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 August 17, 2021 Board of Commissioners meeting.

Bank Book Check Register totaling \$ **2,602,366.97** (listed on page 13). This list consists of invoices that have been paid from July 1 – July 31, 2021. A. Prete Construction Company, Inc (\$ 510,184) for McQueeney Commercial; Gengras Ford LLC (\$102,513) for purchase of vehicles; Frankson Fence Company (\$39,118) for fence install; Christopher Williams Architects, LLC (\$ 35,350) for IQC, A&E for various sites; City of New Haven (\$ 42,874) for LCI, Bulk Trach & Fuel; JLY Enterprises LLC (\$ 33,975) for McQueeney Elevator; United Illuminating (\$ 199,882) for various sites; Home Depot 62,394) for agency wide supplies; Anthem Blue Cross/blue Shield (\$223,880) for Medical insurance; Canon Solutions America Inc. (\$38,140) for agency-wide services.

The total of both registers is \$ **2,704,117.37**

Presented by Jack Rafferty
Accepted as stated

Public Comments:

Yul Watley greeted the Board and gave an update on his current projects.

President's Report:

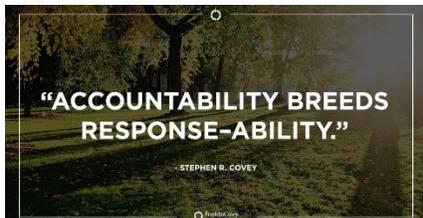
To: ECC/HANH Board of Commissioners

From: Shenae Draughn, Interim President

Date: August 17, 2021

RE: President's August 2021 Report

I. Administrative



ECC had a successful reopening. We notified the public via mailings and social media posts. We detailed the safety protocol and the ease of scheduling appointments online. It's hard to believe that the return of school is fast approaching. We had an exciting drive-by Back to School Fair. We serviced all of our family developments, providing school supplies and treats. Thank you to our Executive, CED, and Operations teams.

We have been diligently working on our redevelopment efforts. We've reached substantial completion with RAD Group III and will be leasing Mill River Phase 2. As a part of our efforts, we're discussing a partnership with Dress for Success to be located at Mill River.

As we continue in the spirit of our mission and vision, we're laser focused on how we can increase customer satisfaction. To this end, a resolution will be before you today that will allow for an added module on our existing phone lines for surveys, call monitoring for quality assurance, return calls turnaround time, et al. We hope that the Board will support this effort.

ECC is "One Team, Meeting Expectations"! I'd like to acknowledge the steadfast work of our ECC team and some of their accomplishments this month are as follows:

Executive/Communications

- Continued our work with our contractor to help create opportunities and signages for residents to get vaccinated and stay updated on things relative to COVID
- Had a site visit with Dress for Success at Mill River to designate a location for the new and first satellite site in New Haven
-

Planning and Modernization

- **In Design: Crawford Life Health and Safety; Design Development documents received, Construction documents underway; Lead Grant 2020 consultants selected and survey started.**
- **Resident youth--intern hired by Consultant performing Physical Needs Assessments as part of the company's Section 3 commitment.**
-

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-June 2021 YTD Financials

JUNE 2021												
	MTV Budget	MTV Actual	Variance	NON-MTV Budget	NON-MTV Actual	Variance	ILBIS Budget	ILBIS Actual	Variance	Total Budget	Total Actual	Total Variance
70000 TOWNSHIP REVENUE	1,257,876	1,733,003	485,025	-	-	-	-	-	-	1,257,876	1,733,003	485,025
70000 HUD REVENUE	74,023,949	70,882,270	(3,141,679)	340,758	484,880	(144,122)	-	-	-	74,364,707	70,367,150	(3,997,557)
70000 OTHER REVENUE	392,806	7,566,092	7,173,286	13,125,758	13,261,570	135,812	(7,003,415)	(7,306,769)	303,354	6,415,149	13,528,338	7,113,189
70 000 TOTAL REVENUE	75,694,731	84,211,365	8,516,634	13,466,516	13,747,450	280,934	(7,003,415)	(7,306,769)	303,354	82,067,654	90,341,094	8,273,440
8000 OPERATING ADMINISTRATIVE	9,980,885	10,590,025	(599,140)	5,845,236	5,463,030	382,206	(7,003,415)	(7,306,769)	303,354	8,822,706	8,126,804	695,902
8000 TOWNSHIP SERVICES	198,790	200,465	(1,675)	1,682,265	1,489,035	193,230	-	-	-	2,081,055	1,989,249	91,806
8000 UTILITIES	170,376	2,169,077	(1,998,701)	18,882	126,148	(107,266)	-	-	-	1,821,738	2,295,225	(473,487)
8400 MAINTENANCE	2,023,525	3,878,040	(1,854,515)	388,382	491,028	102,646	-	-	-	2,992,807	4,369,068	(1,376,261)
8500 PROFESSIONAL SERVICES	59,038	234,016	(174,978)	19,268	9,277	10,000	-	-	-	18,406	213,223	(194,817)
8600 GENERAL EXPENSE	-	-	-	177,460	286,607	(109,147)	-	-	-	177,460	286,607	(109,147)
8600 INSURANCE PREMIUMS	487,838	718,478	(230,640)	-	-	-	-	-	-	487,838	718,478	(230,640)
86000 TWR	1,630,251	1,666,063	(35,812)	-	-	-	-	-	-	1,630,251	1,666,063	(35,812)
86005 GROWTH EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-
86 000 TOTAL OPERATING EXPENSES	16,577,163	19,228,724	(2,651,561)	6,412,633	7,215,123	802,490	(7,003,415)	(7,306,769)	303,354	17,986,321	19,247,662	(1,261,341)
8700 EXTRAORDINARY MAINTENANCE	705,240	-	705,240	-	-	-	-	-	-	705,240	-	705,240
8700 CASUALTY LOSSES - NON-CAPITALIZED	-	-	-	-	-	-	-	-	-	-	-	-
8700 HARVESTING	49,084,949	46,379,252	2,705,697	-	-	-	-	-	-	49,084,949	46,379,252	2,705,697
87400 FRESH FUNDING	3,695,851	3,701,284	(5,433)	10,819	257,288	(146,469)	-	-	-	3,806,770	3,928,663	(121,893)
88 000 OTHER EXPENSES	33,466,158	36,086,645	(2,620,487)	190,819	257,288	(146,469)	-	-	-	33,576,977	36,338,225	(2,761,248)
TOTAL EXPENSES	70,843,321	69,438,368	1,404,953	6,523,451	7,472,743	949,292	(7,003,415)	(7,306,769)	303,354	71,563,327	69,565,217	1,998,110
84000 -MTV W/nd Spenditures	(2,887,500)	(2,186,949)	(700,551)	(5,800,014)	(4,885,000)	(915,014)	-	-	-	(8,787,514)	(6,969,957)	(1,817,557)
Investment In the fund up of affordable housing Dev	-	-	-	-	-	-	-	-	-	-	-	-
Revenue for investment in IR	-	(2,184,825)	2,184,825	(4,980,829)	(5,217,428)	236,599	-	-	-	(4,980,829)	(7,382,253)	2,401,424
8310 Operating Transfer In	653,406	774,764	(121,358)	4,060,079	4,482,708	(422,629)	-	-	-	4,713,485	5,257,512	(544,027)
8330 Operating Transfer Out	(4,713,486)	(5,257,512)	544,026	-	-	-	-	-	-	(4,713,486)	(5,257,512)	544,026
9000 DISPOS OF REVENUE (UNDER) EXPENSES	(1,386,146)	6,627,784	(8,013,930)	(1,877,689)	394,174	(2,271,863)	-	-	-	(3,263,835)	6,421,958	(9,685,793)
400 FRESH FUNDING	3,695,851	3,701,284	(5,433)	10,819	257,288	(146,469)	-	-	-	3,806,770	3,928,663	(121,893)
95 0 SURPLUS / (DEFICIT)	2,309,805	9,729,079	(7,419,273)	(1,766,875)	651,763	(2,418,638)	-	-	-	542,935	10,260,841	(9,717,906)

III. Operations

A. Vacancy Rate

HANH's current occupancy rate for the month for June 2021 is 93%. 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 June 2021 is 74%. 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%	82.07%	2.12
June	81.17%	73.96	-7.21
July	100%		
August	79.11%		
September	76.04%		
October	76.16%		
November	75.98%		
December	76.46%		
Average	78.07%	79.98%	

[Text Wrapping Break]

Community and Economic Development (CED) Monthly Report

Planning and Modernization

Lead-Based Paint Capital Fund Program—Lead Grant Funding Years 2017 and 2020

HUD Lead Grant 2017

- 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. Group 1 construction completed, and Group 2 will be completed in August.
- Group 3 solicited 2 times. Contract awarded; Bid protest, contract pulled; Contract being extended after protest resolved. Notice to proceed September 1, 2021
- Group 4 and Group 5, insufficient competition for award; To be resolicited.
- Group 6, McConaughy, will be reworked for Interim Control Measures. Abatement will be conducted in conjunction with the Development project.
- 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 as part of the HUD Grant 2020 redesign.
- Group 8 is pending solicitation as part of the HUD Grant 2020 redesign.
- 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.
- Given the new funding through HUD Lead Grant 2020, Planning & Modernization is reworking the abatement design in the above mentioned Lead solicitation Groupings to include removal of the lead as opposed to encapsulation, which will be the difference between Lead Safe and Lead Free in many units. We are very fortunate to have the funding to make our Scattered sites homes even safer.

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. This funding will permit removal of degraded Lead based paint siding on multiple scattered site homes and the replacement of lead painted windows and interior construction components, making our homes healthier for families. The removal instead of encapsulation will permanently remove the Lead risk. P&M has selected an Architect and Environmental consultant for the project and has begun inspections.

CFP Tasks

P&M 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, 95% complete, with completion planned in August.
- **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, was 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 Construction has begun. Concrete entry roof has been poured, and sidewalks are poured. A portion of the 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 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. Wolfe Phase 1 excludes work requiring entry into resident units or requiring relocation of residents in an elderly and disabled population; Construction on the community room has begun. A portion of the work for the ADA entry will be paid for by CARES funding. A contract for Phase 2 including work requiring entrance in residential units is being presented to the BOC this month.
- **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 and general conditions cost are coming before the BOC this month. Substantial completion was reached 5/19/2021, with only minor punchlist items remaining. This project has replaced all of the damaged and failing storm and sanitary sewer lines which were 50 years old, vastly improving health and safety for the 198 families and 3 communal areas at McConaughy Terrace. Project is in closeout.
- **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. Procurement scheduled virtual interviews with both respondents. A contractor has been selected and approved by the BOC, June, 2021. Phase 1 of the inspections is completed. Resident youth has been hired as part of the consultants' Section 3 commitment to assist on the project.
- **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. Scope of work was rebid.
- **Essex Envelope and Bathroom and Flooring Upgrades**
Project design is completed and was out for bid. Covid Cares funding is available for a portion of the work. This project will replace Roofs, Siding, Windows, Gutters and downspouts, provide code required AC sleeves, replace all bathrooms, and some flooring which are all beyond their Estimated Useful Life. This is a major improvement for residents of Essex Townhouses. Due to procurement issues the solicitation was cancelled, and the project is out to bid.

- **ECC Design Standard Specifications:** P&M has updated 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. Project is completed.
- **425B Eastern Street:** P&M solicited A&E and environmental design services for a vacancy rehabilitation project. 425B Eastern Street sustained significant structural and cosmetic 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. Construction has begun.
- **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 which will be managed by Operations with Operations funding.

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 July 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.
 - Submitted an HTCC application on June 1, 2021, for additional funding in the amount of \$500,000 due to offset the cost of the sharp increase in lumber pricing across construction nationally caused by the Covid pandemic.

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 Stanley Justice and Fulton Park
 - Development completed and leased.
 - Group IIB: Valley Townhomes
 - Closing anticipated by September 30,2021.
 - Submitting financing template to the Resource desk on May 20, 2021
 - Waiting on date from HUD to conduct concept.
 - 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.
- 90% 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, 2020.
 - 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 08-59/21-R

RESOLUTION AUTHORIZING THE WRITE-OFF OF FORMER TENANT ACCOUNTS RECEIVABLE (TAR) FOR THE LOW INCOME PUBLIC HOUSING (LIPH) PROGRAM FOR THE PERIOD ENDING 06/30/2021 IN THE AMOUNT OF \$36,187.50

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 \$36,187.50 balance for 34 vacated tenants through June 30,2021; 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

- 1) The write-off for financial reporting purposes of all former tenant's accounts receivable balances accrued through June 30, 2021 for LIPH program in the amount of \$36,187.50 is hereby authorized.
- 2) The Interim President be and hereby is authorized, empowered and directed to execute and deliver and agreement and expend the authorized funds.
- 3) The Acting Interim President be and hereby 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.

Jack Rafferty presented this resolution. Motion passed unanimously.

ELM CITY COMMUNITIES

HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

Resolution # 08-60/21-R

**RESOLUTION AUTHORIZING THE APPROVAL OF
THE ELM CITY COMMUNITIES AGENCY-WIDE BUDGET FOR 2022**

WHEREAS, the Housing Authority of the City of New Haven (HANH) prepared a budget for fiscal year 2022 (October 1, 2021 – September 30, 2022); and

WHEREAS, this budget projects revenues of \$124,824,095 including HANH for \$116,059,158 and two discretely presented component units (Glendower and 360 Management) for \$8,764,937; and

WHEREAS, the HANH budgets are presented in balance, which includes the project-based Asset Management Projects (AMPs) in the Low Income Public Housing Program revenues of \$11,904,559; and

WHEREAS, this budget covers \$6,665,868 to leverage the RAD and development projects; and

WHEREAS, these items balance the FY 2022 annual budget for HANH and yield a projected surplus of \$2,485,625 for Glendower.

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

- 1) The Fiscal Year 2022 Annual Budget for the year ending September 30, 2022 is hereby approved.
- 2) The Interim President be and hereby is authorized, empowered and directed to execute and deliver and agreement and expend the authorized funds.

- 3) The Acting Interim President be and hereby 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

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

Hannah Sokal Holmes presented this resolution. Motion passed unanimously.

RESOLUTION # 07-53/21-R

HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

RESOLUTION RATIFYING, AUTHORIZING, AND TO THE EXTENT NECESSARY, REAUTHORIZING CERTAIN ACTS IN CONNECTION WITH THE REDEVELOPMENT OF THE DIXWELL/SCIENCE PARK AREA (THE "PROJECT"), INTER ALIA (I) ENTERING INTO AN EXCLUSIVE OPTION TO PURCHASE AGREEMENT WITH RJDA ASHMUN STREET LLC, A CONNECTICUT LIMITED LIABILITY COMPANY ("DEVELOPER"), FOR AN OPTION TO PURCHASE CERTAIN REAL PROPERTY OWNED BY HANH AND LOCATED AT 178-186 CANAL STREET, NEW HAVEN, CONNECTICUT 06511 (THE "SITE"); (II) SUBMIT AN AMENDMENT REQUEST TO DISPOSITION APPROVAL LETTER TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SEEKING MODIFICATION OF THE PRIOR DISPOSITION APPROVAL TO AUTHORIZE CONVEYANCE OF THE SITE BY HANH TO DEVELOPER; (III) NEGOTIATING AND ENTERING INTO A PURCHASE AGREEMENT WITH DEVELOPER FOR THE SALE OF THE SITE; AND (IV) SUCH OTHER ACTS RELATED, INCIDENTAL, NECESSARY AND/OR ANCILLARY THERETO WHICH AUTHORIZED CERTAIN ACTS IN CONNECTION WITH THE PROJECT.

WHEREAS, the Housing Authority of the City of New Haven ("**HANH**") is the owner of the Site;

WHEREAS, pursuant to that certain Disposition Approval Letter dated December 18, 1998 from the Special Applications Center (the "**Approval Letter**") the U.S. Department of Housing and Urban Development ("**HUD**") previously approved the disposition of the Site by HANH at fair market value to the Elm Haven Rental Limited Partnership, a Connecticut limited partnership ("**Original Buyer**"), in connection with an earlier HOPE VI redevelopment of the Elm Haven Extension (CT26P004007) parcel;

WHEREAS, the Site was ultimately never conveyed to Original Buyer in connection with the earlier HOPE VI redevelopment since the Site was unnecessary for the successful completion of said redevelopment;

WHEREAS, RJDA Ashmun Street LLC, a Connecticut limited liability company ("**Developer**"), plans on redeveloping the Dixwell/Science Park area of New Haven, Connecticut (the "**Project**");

WHEREAS, Developer desires to acquire the Site from HANH for nominal consideration in order to incorporate the Site into the Project;

WHEREAS, upon completion, the Project will include 150 rental units, 50 of which will be affordable units. Overall, the Project will consist of 45 Studio/one-bathroom units, 80 one-bedroom/one-bathroom units, and 25 two-bedroom/one-bathroom units. There will be 25 units set aside for residents

at 80% of Area Median Income (“**AMI**”), 15 units set aside for 60% of AMI and 10 Section 8 Housing Choice Voucher units set aside for residents at 50% and 80% of AMI;

WHEREAS, in completing the Project, the Developer will be required to comply with all applicable City of New Haven (“**City**”) workforce and small contractor utilization requirements. The foregoing includes, but is not limited to, making aggressive efforts to meet the City’s goal of having 25% of all construction subcontracts in connection with the Project be awarded to Minority Business Enterprises;

WHEREAS, the Site is presently vacant and HANH has determined that it is in its best interest to convey the Site to Developer in furtherance of the Project;

WHEREAS, HANH will enter into the Exclusive Option to Purchase Agreement (the “**Option**”) with Developer thereby granting Developer an option to purchase the Site;

WHEREAS, if Developer exercises its rights under the Option, HANH and Developer will negotiate and enter into a purchase and sale agreement for the Site (the “**Purchase Agreement**”);

WHEREAS, at the closing of the purchase transaction, HANH will thereafter convey the Site to Developer pursuant to Special Warranty Deed in accordance with the terms of the Purchase Agreement;

WHEREAS, the Approval Letter should be amended to reflect Developer as the approved purchaser of the Site and, to that end, an Amendment Request to Disposition Approval Letter dated May 21, 2021 (the “**Amendment**”) has been submitted to HUD on behalf of HANH;

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

1. The Interim Executive Director, or her designee, may execute and deliver the Option to Developer.
2. Upon execution of the Option, the Interim Executive Director, or her designee, may negotiate, execute and deliver the Purchase Agreement to Developer.
3. Upon receipt by HANH of HUD’s approval of the Amendment, conveyance by HANH of fee simple title to the Site to Developer is hereby authorized and the Interim Executive Director, or her designee, may execute and deliver the Special Warranty Deed to Developer.
4. The execution and delivery of any other documents related to the Project required or approved by HUD by the Interim Executive Director, or her designee, are each hereby authorized.
5. The Interim Executive Director, or her designee, is authorized to execute and deliver the Option, the Purchase Agreement and Special Warranty Deed to Developer on behalf of HANH.
6. The Interim Executive Director, or her designee, is also authorized, empowered and directed to execute any other documents, certificates and instruments as may be

necessary or desirable to carry out and comply with the intent of this "Resolution" and any and all closing documents required to effectuate the foregoing purposes.

7. The Interim Executive Director, or her designee, be and hereby is authorized, empowered and directed to take any and all such related or ancillary actions they may deem necessary and appropriate to achieve the foregoing purposes, and the signature by the Interim Executive Director, or her designee, on any document or instrument shall be conclusive evidence of said Interim Executive Director's, or her designee's, authority to take such actions on behalf of HANH.
8. The instrumentalities and affiliates of HANH are hereby authorized to take any and all actions as are necessary to effectuate the purposes of this Resolution.
9. Any and all acts heretofore taken by the Interim Executive Director, or her designee, in connection with the matters authorized by the foregoing resolutions are hereby ratified, confirmed, adopted and approved.

This Resolution shall take effect immediately.

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

John Rafferty presented this resolution. Motion passed unanimously.

**ELM CITY COMMUNITIES
Housing Authority of the City of New Haven
RESOLUTION # 08-61/21-R**

**Resolution Ratifying Contract with WB Mason for Various Office Supplies beginning, July 1, 2021 until
December 31, 2024 for a Total Contract amount not to exceed \$280,000.00**

WHEREAS, the State of CT has awarded the contract for office supplies with W.B. Mason effective January 1, 2019 through December 31, 2024; and

WHEREAS, the Housing Authority of the City of New Haven has authority to inter into state and local intergovernmental agreements to purchase or use common goods and services; and

WHEREAS, the Housing Authority of the City of New Haven request board approval to utilize the State of CT Contract with W.B Mason for various office supplies beginning July 1, 2021 through December 31, 2024 for a not to exceed amount \$ 280,000.00; 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 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 ratify a contract with WB Mason beginning July 1, 2021 until December 31, 2024 for an amount not to exceed \$ 280,000.00.

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

- 1) The contract is ratified beginning July 1, 2021 through December 31, 2024 in an amount not to exceed \$280,000.00.
- 2) The Acting President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The Acting President be and is hereby 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.

Evelise Ribeiro presented this resolution. Motion passed unanimously.

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

Resolution Number 07-55/21-R

**RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT FOR CONCEPTS FOR ADAPTIVE
LEARNING (CFAL) AND USE OF HANH COMMUNITY ROOM SPACE WITH CFAL**

WHEREAS, the Housing Authority of the City of New Haven (ECC/HANH) along with other community providers are partnering to provide access to needed services to support the Residents of ECC; and

WHEREAS, the successful partnership depends upon the safe sharing of confidential information on clients amongst the involved partners; and

WHEREAS, the attached memoranda of agreement was prepared to set forth the terms and conditions pursuant to which CfAL will provide certain services for HANH residents, at no cost to HANH, HANH will permit the use of certain community room space for this purpose and certain tasks to be performed by HANH in connection therewith; and

WHEREAS, ECC/HANH seeks to partner with CfAL and sees value in partnering in this way to provide supportive resources to individuals served by CfAL who qualify for affordable housing.

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

1. The MOU with Connecticut Balance of State, including all actions to be undertaken by HANH thereunder, including the expenditure of funds, be and hereby is authorized and directed; and
2. The Interim President be and hereby is authorized, empowered and directed to execute and deliver the MOU and such instruments and documents necessary and appropriate in connection herewith, upon such terms and conditions as set forth in Exhibit A, and upon such additional terms and conditions as the Interim President, in consultation with the Chairman of the Board of Commissioners, determine reasonable and in the best interests of the Authority; and

3. The Interim 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. This resolution shall take effect immediately.

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

John Rafferty presented this resolution. Motion passed unanimously.

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution Number 08-62/21-R

RESOLUTION AUTHORIZING CONTRACT AWARD TO ELM CITY CARPENTRY, LLC FOR ESSEX FENCING IMPROVEMENTS AND BASEMENT ABATEMENT IN THE AMOUNT NOT TO EXCEED \$289,000.00 FOR COMPLETION IN 120 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, because a non-technical section of the solicitation requirements was unclear, ECC/HANH rejected all bids and issued a new solicitation; and

WHEREAS, on June 23, 2021, ECC/HANH publicly issued Invitation for Bids #PM-21-IFB-508 for Essex Fencing Improvements and Basement Abatement; and

WHEREAS, bids were due July 22, 2021; and

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

WHEREAS, ECC/HANH is recommending contract award to Elm City Carpentry, LLC who submitted the most responsive and responsible bid in the amount not to exceed \$289,000.00 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 Elm City Carpentry, LLC in the amount not to exceed \$289,000.00 for Essex Fencing Improvements and Basement Abatement to be completed 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-21-C-508 to Elm City Carpentry, LLC in the amount not to exceed \$289,000.00 for Essex Fencing Improvements and Basement Abatement to be completed in 120 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 Morris and seconded by Commissioner Keene.

Hannah Sokal-Holmes presented this resolution. Motion passed unanimously.

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

Resolution Number 08-63/21-R

RESOLUTION AUTHORIZING CONTRACT AWARD TO BANTON CONSTRUCTION FOR BUILDING UPGRADE RE-BID PHASE 2 RESIDENTIAL AREAS AT ROBERT WOLFE IN THE AMOUNT NOT TO EXCEED \$1,342,210.00 FOR COMPLETION IN 180 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 May 18, 2021, the Board approved Resolution #05-31/29-R authorizing contract award for Phase 1 to address work in building common areas; and

WHEREAS, Phase 1 contract has been executed and work commenced; and

WHEREAS, on May 10, 2021, ECC/HANH publicly issued Invitation for Bid #PM-21-IFB-497 for Wolfe Building Upgrade Phase 2 Residential Areas; and

WHEREAS, bids were due June 3, 2021; and

WHEREAS, ECC/HANH received, reviewed and rejected one bid in excess of pre-bid estimate; and

WHEREAS, on June 30, 2021, ECC/HANH publicly advertised Invitation for Bids #PM-21-IFB-516 for Wolfe Building Upgrade Re-Bid Phase 2 for continuation of health and safety work in residential apartments; and

WHEREAS, bids were due August 5, 2021; and

WHEREAS, ECC/HANH received and reviewed two (2) bids; and

WHEREAS, ECC/HANH is recommending contract award to BANTON CONSTRUCTION who submitted the most responsive and responsible bid in the amount not to exceed \$1,342,210.00 for completion in 180 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 in the amount not to exceed \$1,342,210.00 for Building Upgrade Re-Bid Phase 2 Residential Areas at Robert Wolfe to be completed in 180 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-516 to Banton Construction in the amount not to exceed \$1,342,210.00 for Wolfe Building Upgrade Re-Bid Phase 2 Residential Areas to be completed in 180 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 Morris and seconded by Commissioner Keene.

Hannah Sokal-Holmes presented this resolution. Motion passed unanimously.

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

Resolution #08-64/21-R

Resolution Authorizing A One-Year Contract for Moving Services to Advantage Moving for Moving and Storage Services beginning September 1, 2021 through August 31, 2022 for a not to exceed amount of \$130,669.00 with four (4) one-year options to renew for a total contract value of \$653,345.00

WHEREAS, the Housing Authority of the City of New Haven (HANH) has a reoccurring need for a Contractor to provide moving and storage services agency wide; and

WHEREAS, On May 10, 2021 HANH issued a publicly advertised Invitation for Bid (IFB) (OP-21-IFB 494) for Moving and Storage Services. HANH received four (4) bids: Hands on Moving, LLC, Ace Van & Storage, Inc., Advantage Moving and Four Star Movers. A determination was made that Advantage Moving was the lowest responsible bidder. A recommendation is being made to award a Contract to Advantage Moving in an amount not to exceed \$130,669.00 for the period September 1, 2021 to August 31, 2022 with the option to renew for an additional four (4) year period; and

WHEREAS, HANH staff is recommending that the Board of Commissioners authorize this Contract award to Advantage Moving for a total Contract not to exceed amount of \$130,669.00 for the period September 1, 2021 to August 31, 2022 with the option to renew for an additional four (4) year period; 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

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

1. The Contract with Advantage Moving for Moving and Storage Services, for a total Contract not to exceed amount of \$653,345.00 for the total contract period beginning September 1, 2021 and ending August 31, 2026 with an option to renew each year is 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 Morris and seconded by Commissioner Keene.

Lee Purvis presented this resolution. Motion passed unanimously.

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

Resolution #08-65/21-R

Contract Award to Hands on Moving, LLC for Moving and Storage Services, for a total Contract not to exceed amount of \$129,534.00 for a one (1) year period beginning September 1, 2021 and ending August 31, 2022 with an option to renew for four (4) additional years.

WHEREAS, the Housing Authority of the City of New Haven (HANH) has a reoccurring need for a Contractor to provide moving and storage services agency wide; and

WHEREAS, On May 10, 2021 HANH issued a publicly advertised Invitation for Bid (IFB) (OP-21-IFB

494) for Moving and Storage Services. HANH received four (4) bids: Hands on Moving, LLC, Ace Van & Storage, Inc., Advantage Moving and Four Star Movers. A determination was made that Hands on Moving, LLC was the lowest responsible bidder. A recommendation is being made to award a Contract to Hands on Moving, LLC in an amount not to exceed \$129,534.00 for the period September 1, 2021 to August 31, 2022 with the option to renew for an additional four (4) year period; and

WHEREAS, HANH staff is recommending that the Board of Commissioners authorize this Contract award to Hands on Moving, LLC for a total Contract not to exceed amount of \$129,534.00 for the period September 1, 2021 to August 31, 2022 with the option to renew for an additional four (4) year period; 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

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

- 1) The Contract with Hands on Moving, LLC for Moving and Storage Services, for a total Contract not to exceed amount of \$647,670 for the total contract period beginning September 1, 2021 and ending August 31, 2026 with an option to renew each year is 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 Morris and seconded by Commissioner Keene.

Lee Purvis presented this resolution. Motion passed unanimously.

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

RESOLUTION # 08-66/21-R

**RESOLUTION AUTHORIZING THE AWARD OF A NATURAL GAS CONTRACT TO SPARKSS ENERGY
FOR ONE YEAR COMMENCING ON SEPTEMBER 1, 2021 AND ENDING ON AUGUST 31,
2022.**

WHEREAS, the Housing Authority of the City of New Haven (ECC/HANH) identified a need for energy efficiency and development of an energy procurement and consumption strategy; and

WHEREAS, HANH's Broker / Consultant, NuEnergen Energy Management & Consulting conducted a competitive procurement to identify a Natural Gas provider to provide a competitive and cost effective rate; and

WHEREAS, they received two (2) responses upon completion of the review and evaluations of proposals, it was deemed Sparks Energy had submitted the most responsive proposal to provide the lowest rate of .0762 per term; and

WHEREAS, ECC/HANH would like to execute a 1 year contractual agreement with Sparks Energy, beginning September 1, 2021 ending on August 31, 2022; and

WHEREAS, we estimate the total cost of this contract to be \$250,000 for the one year period; and

WHEREAS, in accordance with resolution 07-54/01-R approved by the Board of Commissioners on July 24, 2001, all contracts greater than \$150,000.00 must be approved by the Board of Commissioners.

**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 a contract with Sparks Energy for period of one year commencing on September 1, 2021 and ending on August 31, 2022 is hereby authorized.
- 2) The Interim President be and hereby is authorized, empowered and directed to execute and deliver and agreement and expend the authorized funds.
- 3) The Acting Interim President be and hereby 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.

John Rafferty presented this resolution. Motion passed unanimously.

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

Resolution Number 08-67/21-R

**RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT WITH CLIFFORD BEERS AND USE OF
HANH COMMUNITY ROOM SPACE AT ALL OF ECC/HANH ELDERLY/DISABLED SITES WITH CLIFFORD
BEERS**

WHEREAS, the Housing Authority of the City of New Haven (ECC/HANH) along with other community providers are partnering to provide access to needed services to support the Residents of ECC; and

WHEREAS, the successful partnership depends upon the safe sharing of confidential information on clients amongst the involved partners; and

WHEREAS, the attached memoranda of agreement was prepared to set forth the terms and conditions pursuant to which Clifford Beers will provide certain services for HANH residents, at no cost to HANH, HANH will permit the use of certain community room space for this purpose and certain tasks to be performed by HANH in connection therewith; and

WHEREAS, ECC/HANH seeks to partner with Clifford Beers and sees value in partnering in this way to provide supportive resources to individuals served by Clifford Beers who qualify for affordable housing,

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

1. The MOA with Clifford Beers, including all actions to be undertaken by HANH thereunder, including the expenditure of funds, be and hereby is authorized and directed; and
2. The Interim Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized MOU.
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.

Melody Ramos presented this resolution. Motion passed unanimously.

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

Resolution Number 08-68/21-R

RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT WITH COMMUNITY ALLIANCE FOR RESEARCH AND ENGAGEMENT (CARE) AND USE OF ECC/HANH COMMUNITY ROOM SPACE AT 295 WILMOT ROAD COMMUNITY CENTER WITH CLIFFORD BEERS

Resolution authorizing the Memorandum of Agreement with Community Alliance for Research and Engagement (CARE) and Elm City Communities/Housing Authority of the City of New Haven

WHEREAS, the Housing Authority of the City of New Haven (ECC/HANH) along with other community providers are partnering to provide access to needed services to support the Residents of ECC; and

WHEREAS, the successful partnership depends upon the safe sharing of confidential information on clients amongst the involved partners; and

WHEREAS, the attached memoranda of agreement was prepared to set forth the terms and conditions pursuant to which CARE & vDPP will provide certain services for HANH residents, at no cost to HANH, HANH will permit the use of certain community room space for this purpose and certain tasks to be performed by HANH in connection therewith; and

WHEREAS, ECC/HANH seeks to partner with CARE & vDPP and sees value in partnering in this way to provide supportive resources to individuals served by CARE & vDPP who qualify for affordable housing,

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

1. The MOA with Community Alliance for Research and Engagement (CARE), including all actions to be undertaken by HANH thereunder, including the expenditure of funds, be and hereby is authorized and directed; and
2. The Interim Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized MOU.
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 Morris and seconded by Commissioner Keene.

Melody Ramos presented this resolution. Motion passed unanimously.

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

Resolution Number 08-69/21-R

**RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT FOR THE NEW HAVEN CHILDREN'S
IDEAL LEARNING DISTRICT SERVICES AND USE OF HANH COMMUNITY ROOM SPACE HELD AT
ECC/HANH FAMILY DEVELOPMENT COMMUNITY CENTERS WITH NEW HAVEN EARLY CHILDHOOD
COUNCIL**

WHEREAS, the Housing Authority of the City of New Haven (ECC/HANH) along with other community providers are partnering to provide access to needed services to support the Residents of ECC; and

WHEREAS, the successful partnership depends upon the safe sharing of confidential information on clients amongst the involved partners; and

WHEREAS, the attached memoranda of agreement was prepared to set forth the terms and conditions pursuant to which New Haven Early Childhood Council will provide certain services for HANH residents, at no cost to HANH, HANH will permit the use of certain community room space held at our Family Development community rooms for this purpose and certain tasks to be performed by HANH in connection therewith; and

WHEREAS, ECC/HANH seeks to partner in the New Haven Early Childhood Council and sees value in partnering in this way to provide housing and supportive resources to individuals served by the New Haven Early Childhood Council who qualify for affordable housing.

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

1. The MOA with New Haven Early Childhood Council (NHECC), including all actions to be undertaken by HANH thereunder, including the expenditure of funds, be and hereby is authorized and directed; and
2. The Interim Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized MOU.
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.

Melody Ramos presented this resolution. Motion passed unanimously.

Resolution 08-70/21-R was tabled.

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

Resolution Number 08-71/21-R

RESOLUTION AUTHORIZING THE FIRST- AND SECOND-YEAR OPTIONS AND ADDITIONAL FUNDING TO THE CONTRACT WITH KRONOS INCORPORATED FOR HR DATA MANAGEMENT & PAYROLL PROCESSING SERVICES IN THE AMOUNT OF \$71,238.00 FOR A PERIOD OF TWO (2) YEARS BEGINNING ON SEPTEMBER 1, 2021 AND ENDING ON AUGUST 31, 2023 FOR A TOTAL CONTRACT NOT TO EXCEED VALUE OF \$178,095.00.

WHEREAS, HANH has a recurring need for payroll processing and human data management services and solicited for these services on April 16, 2018; and

WHEREAS, On May 21, 2018 HANH received two (2) responses and upon completion of the review and evaluations of proposals, it was deemed that Kronos Incorporated had submitted the most responsive proposal for HANH's HR Data Management & Payroll Processing Services; and

WHEREAS, Kronos Incorporated quoted HANH's HR Data Management & Payroll Processing Services for a period of three (3) years beginning on September 1, 2018 and ending on August 31, 2021 with two (2) one year options to renew at the discretion of the Executive Director at an amount not to exceed \$106,857.00; and

WHEREAS, ECC/HANH requests the Board of Commissioner's approval to exercise the first and second year options to the contract with Kronos Incorporated for HANH's HR Data Management & Payroll Processing Services and add additional funding in the amount of \$71,238.00 for a period of two (2) years beginning on September 1, 2021 and ending on August 31, 2023 for a total contract not to exceed value of \$178,095.00.

NOW, THEREFORE, BE IT RESOLVED BY THE. BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN approve the exercise of the first and second year options to the contract with Kronos Incorporated for HANH's payroll processing and human data management services for a period of two (2) years and add additional funding in the amount of \$71,238.00 for a period of two (2) years beginning on September 1, 2021 and ending on August 31, 2023 for a total contract not to exceed value of \$178,095.00 be approved and the 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 President deems necessary and appropriate and in the best interest of HANH, the agreement contemplated hereby.

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

Iris M. Rodriguez presented this resolution. Motion passed unanimously.

ADJOURNMENT:

Motion to adjourn was made at 4:58 p.m. by Vice Chairman Kilpatrick and seconded by Commissioner Keene. Motion passed unanimously.