

MINUTES OF THE READING HOUSING AUTHORITY

The Regular Meeting of the Reading Housing Authority for the month of August was held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania, on Thursday, August 28, 2014.

Members of the staff attending were as follows: Mr. Daniel F. Luckey, Executive Director; Mr. Ronald J. Fioravanti, Deputy Executive Director; Mr. David C. Talarico, Maintenance Superintendent; Mrs. Audrey L. Wenrich, Administrative Assistant; Ms. Kim F. Monzo, Comptroller; Mr. George F. Eisenhauer, Purchasing Agent; Ms. Gloria J. Guard, Property Manager; Mr. Josh K. Smith, Property Manager; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mrs. Carolyn K. Bower, Section 8 Coordinator; Mrs. Stacey J. Keppen, Social Services Director; Mr. Frederick H. Prutzman, Building Construction Inspector; Mr. Thomas Stianche, Accountant; Mrs. Marilyn Guzman, Clerk Typist 2 and Ms. Janice M. Eickhoff, Clerk Typist 3. Attorney Edwin Stock, Solicitor for the Authority and Valdis Lacis, Reading Eagle Reporter were also present.

Mr. Belinski, Chairman, called the regular meeting to order and upon roll call those present and absent was as follows:

Present: Mr. Steven E. Belinski
 Mrs. Rebecca Acosta
 Ms. Tina White

Absent: None

The Chairman announced that no one had signed the register to speak at the Board Meeting.

A motion was made by Mrs. Acosta and second by Ms. White approving the minutes of the regular monthly meeting held June 24, 2014. The motion was carried unanimously.

A motion was made by Mrs. Acosta and second by Ms. White approving the bills as submitted by Ms. Monzo for the period of June 1, 2014 to August 15, 2014. The motion was carried unanimously.

The following balances in bank and on account were reported for the months of June and July 2014.

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$4,011,419.04	\$3,172,716.50	\$335,549.60	\$ 7,519,685.14
P-4628 General	31,830.41	0.00	0.00	31,830.41
P-15 General	701,264.87	954,081.56	88,286.96	1,743,633.39
Payroll	0.00	364,618.64	(364,618.64)	0.00
River Oak Apts.	5,829.65	0.00	46,551.66	52,381.31
Total	\$4,750,343.97	\$4,491,416.70	\$105,769.58	\$ 9,347,530.25

A motion was made by Mrs. Acosta and second by Ms. White that the Treasurer's Report be accepted and filed. The motion was carried unanimously.

The Executive Director submitted the following report:

COMPREHENSIVE GRANT PROJECTS

222-2013 CAPITAL FUND – RHA has received \$1,866,196.00 in Capital Funds, the majority of these funds will go to repair and/or rehabilitate the walls at Rhodes and Eisenhower. The remaining monies will go to administrative expenses and management improvements.

223-2014 CAPITAL FUND – We received this allocation in the amount of \$2,146,877.00. Work items include roofs at Rhodes/Eisenhower, porch renovation at Oakbrook/Glenside and the limited boiler replacement program as explained at the March Board meeting. We are still awaiting some paperwork to be completed and will begin on some of the work items in the coming future.

RIVER OAK APARTMENTS – The occupancy rate at River Oak is good as it is about 91.6% overall with a total of 6 vacant units. There are about 12 people on the waiting list for a unit so we should be able to rent the unassigned units when they have been readied for occupancy.

We hope to complete some or all of the kitchens this year as we have about 9 or so remaining to be done and would like to get them all done before the end of next year or sooner. It depends on when and what units become vacant and other factors.

We would like to replace the windows and have been replacing the carpets as the existing carpets are original and as you can imagine are in poor condition and in a lot of cases we are not comfortable in renting these units without replacing the carpets. This is especially true after we have replaced the kitchen and other flooring in the units; however we do this on a case by case basis,

SHELTER PLUS CARE PROGRAM – The Shelter Plus Care Vouchers in conjunction with the treatment to prevent future episodes of Homelessness is still running and doing well. I will advise the Board of any developments in regards to this project. Currently, because of funding we have 39 vouchers active even though the number authorized is 30; we have sufficient funding to pay for the 39 vouchers for this program.

SYLVANIA HOMES ANNUALIZED UTILIZATION RATE

2008		2009			2010			2011			2012			2013			2014							
June	Sept	Dec	Mar	Jun																				
94.9	96.2	97.8	97.8	96.9	97	96.6	96.6	96.9	97.3	97.2	97.0	97.1	97.5	97.7	97.7	96.6	96.2	95.6	95.5	96.6	96.7	94.5	96.4	96.4

Sylvania is 96.4% leased up.

SECTION 8 ANNUALIZED UTILIZATION (%) RATE

2008		2009			2010			2011			2012			2013			2014							
Mar	Jun	Sept	Dec	Mar	Jun																			
95.7	94.2	94.4	96.2	98.1	98.2	99.5	97.9	95.8	94.5	93.2	92.1	90.3	90.0	88.3	88.2	89.2	90.6	91.2	90.8	89.2	86.9	84.4	82.1	80.7
80																								

The leasing rate for the last quarter is 80%. Current HUD funding practice does not and will not allow 100% utilization of the vouchers and funding and is especially difficult when we do not know what the funding will be for this program. Currently there are 155 people on the waiting list.

PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)

2008	2009				2010				2011				2012				2013				2014						
Sept	Dec	Mar	Jun																								
98.4	98.4	98.5	98.6	98.7	98.8	98.8	98.8	98.8	98.9	98.8	98.7	98.5	98.6	98.8	98.8	98.8	98.7	98.4	98.7	98.6	98.8	98.8	98.8	98.6	98.7	98.6	98.6

The annualized vacancy rate for the last quarter shows an excellent leasing rate and translates into vacancy rate of 1.4% for RHA for the year. This continues to be a decent occupancy rate. We continue to monitor our progress in this area and work towards improving the leasing rate, while everyone strives to attain 100% leasing rate, it is difficult to attain at least for a very long time.

ACCOUNTS RECEIVABLE (ANNUALIZED QUARTERLY) – PUBLIC HOUSING

2008	2009				2010				2011				2012				2013				2014						
Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept	Dec
1.8	1.7	1.9	2.3	2.10	2.3	2.5	3	3	2.90	2.80	3	2.6	3.2	3.5	3.1	2.6	3.4	2.7	3.4	4.2	3.2	5.7	5.9	4.3	5.2		

Staff is working hard to reduce these amounts in hopes to get them to a more reasonable level. However, the increases are due to our finding discrepancies between what the residents claim they are earning and what is on their tax returns.

HABITAT FOR HUMANITY – I have been working with Habitat for Humanity to determine if we can participate in their program in some way shape or form. I am hoping to develop a Habitat hybrid program in which we pay for the costs for acquisition and rehabilitation and will be reimbursed from HOME money for the difference between the mortgage (mortgage will be held by Habitat and will be paid back to RHA) and the cost of the building and rehabilitation costs along with interest. I hope to work with HABILITAT on filling our Homeownership unit in the near future.

If we do this (and make sure it is permissible under the HOME program) we will be reimbursed for everything paid out along with interest (paid up front) and will be re- paid the end of the day and there will be new homeowners. There has not been any changes since the last Board meeting.

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) – The City of Reading is the lead agency and RHA and Our City Reading Inc., (OCR) are partners in this project. Currently, 201 North 3rd Street, 331 Elm Street and another unit at 460 Centre Avenue are in the mix for units owned by RHA for the NSP program. We have filled all of the three units at 460 Centre Avenue with tenants at or below 50% of median income. They are nearing the completion of 201 N. 3rd and 331 Elm Street and those units will be ready for rental very soon as I have recently been told they are ready for occupancy and are looking to get the keys for the buildings.

Albert would like to have these units rented to Artists and I have asked him for a listing and or ideas as to how he would like us to advertise and select Artist for these units. We do not have any problems with this as long as they meet the income restriction of 50% of median income. I have asked him on numerous occasions to provide me with the information on the Artists and if I do not get that soon and the units are available for occupancy we will have to fill them with other income qualified people.

I have been told we will be getting these units in the near future, but do not have a date as yet.

RENTAL ASSISTANCE DEMONSTRATION (RAD) – Out of the 60,000 units HUD was interested in having participate in this program, only 11,000 units were submitted and approved nationwide. This represents just 18% of the number of units HUD wanted in the program. It fell far short and perhaps it is related to the flaws in the program funding.

There are some attractive issues for participating in this program; the major one supposedly is not being under the public housing regulations. The most unattractive issue is the lack of or uncertainty of funding and other related issues. We have not and do not plan to apply at this time. We will monitor how this program works for some agencies over the long run.

I will keep you posted on any new developments in this program. To date there have not been any new updates on the RAD program.

YOUTHBUILD – This program is moving along and the participants are installing ceramic tile in the bathrooms at Oakbrook Homes. This will alleviate most, if not all, of our maintenance concerns with the bathroom flooring. A new group just started and as usual they are not moving very quickly, but they will pick up speed as they gain experience.

WELLNESS PROGRAM – The Wellness program has three Universities working with us in providing services. Currently, we have the University of Pennsylvania, Drexel and Alvernia University working with us in this area and should bode well for us in the long run.

Vacant Unit Report for the Current Month

	<u>Units Scheduled To Be Leased</u>	<u>Unit Accepted By Eligible Applicant</u>	<u>Unit Scheduled Transfer</u>	<u>Unassigned Units</u>	<u>Total Vacant Units</u>
Glenside	2	0	2	1	5
Hensler	0	0	0	0	0
Oakbrook	1	1	0	0	5
Franklin	0	0	0	0	0
Kennedy	3	1	1	0	5
Rhodes	0	0	0	0	0
Eisenhower	0	1	1	0	2
Hubert	0	0	0	0	0
Total Conventional					
Public Housing	9	3	4	1	17
Scattered Sites	0	0	0	1	1
Sylvania Homes	1	0	1	3	4
726 N. 11 th St.	0	0	0	0	0
River Oak	1	0	0	4	5
NSP Units	0	0	0	0	0
Total	11	3	4	9	27

Our current occupancy rate is high at 98.95% for Public Housing. The leasing rate for all of our units we own (a total of 1822) comes to 98.52%. Of the 27 vacant units, 11 are scheduled to be leased, 3 have been accepted by applicant, 9 are transfers and 9 units remaining units are unassigned.

Please note the transfer units are units, which in most cases the occupants are either over-housed or under-housed and need to be moved to a more appropriate size unit. In some cases, there may be other factors whereby a unit transfer is appropriate and done on a case-by-case basis. But also means, we are creating another vacant unit and will now have to rehabilitate the unit and fill it. As I mentioned before, these unit transfers are required to ensure people are in the correct size units and are not over or under housed.

The above leasing rate is a snap shot of the status of our units on a particular day as opposed to the annualized and monthly vacancy rates noted in other sections. It represents the status of our vacant units as of the day this information was requested and is the reason it differs from what the total monthly vacancy rate is reported.

RHA PAINTING PROGRAM FOR OCCUPIED UNITS – We continue the painting program and hope funding cuts do not affect our efforts. We want to make sure each and every unit was and is painted at least once every ten years. To date, this program is going well and we are well ahead of schedule in regards to having all units painted once every ten years. Not many units are being done at this time as we are up to date.

I should note our painting program was not being done agency wide for all of our units. We have instituted a painting program for every unit we are managing to ensure unit is treated the same and being painted within ten years.

DEVELOPMENT WAITING LIST STATUS

<u>Bedroom Size</u>	<u>P/H</u>	<u>Contacting</u>	<u>Waiting Period</u>	<u>Sylvania</u>	<u>River Oak</u>
Studio	165	04/2014	06-09 Months	N/A	N/A
One Bedroom-Elderly	11	04/2014	03-06 Months		N/A
One Bedroom – Family	428	05/2012	12-24 Months	35	N/A
Two Bedroom Family	541	05/2011	12-24 Months	13	6
Three Bedroom Family	427	10/2012	12-24 Months	9	16
Four Bedroom Family	67	05/2011	24-36 Months	6	N/A
Five Bedroom Family	41	08/2012	12-24 Months	N/A	N/A
Total	1,680			54	22

All applications for public Housing have been processed and the waiting list has been updated.

CITY OF READING LAND BANK PROGRAM – The City of Reading is in the midst of instituting a Land Bank program in the City and asked if it would be possible to contract with RHA to perform some of the day to day maintenance on the properties. I said once they have formed the Land Bank and decided on what they would like in this kind of program I would approach the Board on this matter. As it stands now the Land Bank is in the process of being developed and established. In any case, RHA would be paid for any services we provided.

As I noted before, everything is in the planning stages and nothing has been decided on who, what, where and when this will occur, though I know at some time it will become a reality. I will keep the Board informed of any developments in this area and think this will be an exciting program for the City of Reading. I believe any support we can give the City of Reading to make this successful would be appreciated.

There has not been any new development on this to date.

RHODES AND EISENHOWER WALL REBUILDING – The work has begun and as the Board can see it is a very extensive project to say the least. There have been some issues along the way in regards to the project and how it will be carried out and the needs of the residents. One of the most important was the fact the air conditioners in the windows had to be taken out and could not be used along with the windows. A solution was devised and for the most part everyone is happy.

I should mention a number of residents at the opening of the Rhodes and Eisenhower gardens told us they were so involved in and enjoyed the gardens they did not mind all of the construction going on. It was and is good the two projects were done together.

PARK PLACE ON PENN STREET PROJECT- On the agenda is a builder who has been selected to market and complete the units at Park Place and we are excited by this project.

We will explain this project in more detail at the workshop.

BERKS WOMEN IN CRISES – I was called by the Berks Women in Crisis who have a Project Based Section 8 Certificate program at the Emma Lazarus development which expired 2/28/14. They requested a renewal to Project-Based Voucher program. Reading Housing Authority will convert the program from Project-Based Certificates to Project-Based Vouchers effective 3/1/2014 for one year.

There was discussion regarding them wanting to divest themselves of this property but have not heard anything more regarding this. There has been no update or changes regarding this item.

EISENHOWER, RHODES AND HUBERT GARDENS – The gardens at Rhodes and Eisenhower were officially opened and there has been a great amount of satisfaction from the residents on the development of these gardens. We are also looking to determine if there is interest in expanding the gardens to Oakbrook Homes which is the last development that does not have a garden for the coming year. To date, all of the gardens are extremely successful and we are looking to have one installed at Oakbrook Homes.

ANNUAL EMPLOYEE MEETING DATE IN DECEMBER – The date for the next Employee meeting is December 12th at the O’Pake community center. Staff has been planning for this event. As in the past this meeting has been very good in that we and all of the employees are able to meet each other in one place. This meeting as practice has shown in years past is the only time the staff get together. In addition, we use this time to go over any changes and/or updates on various employee programs.

COMPTROLLERS POSITION – We have filled the Comptrollers position and the person selected is Kim Monzo you will meet her at the Workshop and Board meeting.

OAKBROOK AND GLENSIDE HOMES PATIO DESIGN – We are in the midst of working with Olsen on a design for a potential patio at both Oakbrook and Glenside Homes. It seems with the installation and or privatizing of the backyards through the fencing we need to expand our vision. So we are looking to see if there is a design or layout that will provide our residents with a patio or similar type of plan which will increase their usable space.

Currently we are seeing an increased usage of the backyard for social and recreational use by the residents since the installation of the fencing and this maybe the next logical step. So we are in the midst of a design and will then take it to the Resident Councils for their review and comments. Much like the fencing we plan to put in a sampling to see if there is any interest by the residents for something of this nature or it will be scrapped if we find there is no interest. I should add this is in the Agency Plan and has been discussed at the RHA City Wide Resident Council and has passed the preliminary test.

Notwithstanding the porches are original and are in need of replacing. While we do not expect to be able to replace all of the porches at once because of costs, we expect we will have to phase it in the replacement over a period of time.

I have put this on the agenda for discussion.

MEETINGS:

- Our City Reading.
- Workforce Investment Board Committee meeting and General meeting.

A motion was made by Mrs. Acosta and second by Ms. White to accept the report of the Executive Director. The motion was carried unanimously.

The following Resolution was read and considered:

RESOLUTION NO. 5741

RESOLUTION AUTHORIZING THE HIRING
OF A COMPTROLLER.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Kimberly Monzo be hired as a Comptroller at an annual salary of \$58,084.00 for a probationary period of 180 days in accordance to the rules and regulations of the State Civil Service Commission of Pennsylvania.

2. THIS Resolution shall be effective August 6, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5742

RESOLUTION AUTHORIZING THE PROMOTION WITHOUT
EXAMINATION OF AN ASSISTANT PROPERTY MANAGER
TO AN ACCOUNTANT.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Thomas Stianche be promoted without examination from an Assistant Property Manager to an Accountant at an annual base salary of \$38,463.00, for a probationary period of 180 days in accordance to the rules and regulations of the State Civil Service Commission of Pennsylvania.

2. THIS Resolution shall be effective August 6, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5743

RESOLUTION ACKNOWLEDGING DAVID W. MAST'S
THIRTY-ONE [31] YEARS OF EMPLOYMENT BY
THE READING HOUSING AUTHORITY.

WHEREAS, David W. Mast was employed by the Reading Housing Authority for thirty-one [31] years. His tenure of service began July 11, 1983 as a Laborer, and he retired from the position of Maintenance Mechanic effective July 11, 2014.

BE IT RESOLVED AND IT HEREBY IS RESOLVED that the Reading Housing Authority acknowledges with gratitude and appreciation David W. Mast's thirty-one [31] years of employment.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5744

RESOLUTION AUTHORIZING THE EXTREMELY LOW INCOME LIMITS
FOR ADMISSION TO LOW-INCOME PUBLIC HOUSING/
SECTION 8 ASSISTED UNDER THE UNITED STATES
HOUSING ACT OF 1937, AS AMENDED BY THE 2014
HUD APPROPRIATION ACT.

WHEREAS, Public Housing Authorities are required to achieve the housing of resident families with a broad range of income representative of the low-income populace in the area of operation of such Public Housing Authority/Section 8; and,

WHEREAS, the Reading Housing Authority desires to make low-income Public Housing/Section 8 available to all eligible families to the fullest extent allowed; and,

WHEREAS, the Reading Housing Authority has received from the Department of Housing and Urban Development revised Public Housing/Section 8 Extremely Low Income Limits on which maximum income limits for admission to low-income housing are based.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED that the Reading Housing Authority adopts as the Extremely Low income limits for admission to low-income Public Housing/Section 8, operated by the Reading Housing Authority, the following:

INCOME LIMITS

<u>No. of persons in family</u>	<u>Extremely Low Income</u>
1	\$14,050.00
2	\$16,050.00
3	\$19,790.00
4	\$23,850.00
5	\$27,910.00
6	\$31,970.00
7	\$36,030.00
8	\$40,090.00
9	\$44,150.00
10	\$48,120.00
11	\$52,200.00
12	\$54,900.00

BE IT RESOLVED AND IT HEREBY IS FURTHER RESOLVED, that utilization of the foregoing maximum income limits for low-income Public Housing/Section 8 operated by the Reading Housing Authority, shall be effective July 1, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5745

RESOLUTION AUTHORIZING THE NEGOTIATION OF AN
AGREEMENT WITH FORINO CO., LLC, FOR MARKETING, ENGINEERING
AND CONSTRUCTION SERVICES ASSOCIATED WITH THE CONDOMINIUMS AT PARK
PLACE ON PENN.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT negotiation of an Agreement with Forino Co., LLC, (Sinking Spring, PA) is hereby authorized to provide Marketing, Engineering and Construction services associated with the Condominiums at Park Place on Penn.

2. THE said Agreement is pending review and approval by the Solicitor.

3. THIS Resolution shall be effective August 28, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which

motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5746

RESOLUTION APPROVING TRAVEL TO BALTIMORE, MD,
TO ATTEND NAHRO'S 2014 NATIONAL CONFERENCE & EXHIBITION
TO BE HELD OCTOBER 16-18, 2014.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT approval be given to Daniel F. Luckey for travel to Baltimore, MD, to attend NAHRO's 2014 National Conference & Exhibition to be held October 16-18, 2014.
2. THIS Resolution shall be effective August 28, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5747

RESOLUTION APPROVING TRAVEL TO DALLAS, TX,
TO ATTEND CASTERLINE ASSOCIATES NUTS & BOLTS OF ACCOUNTING,
BUDGETING & FINANCE SEMINAR
TO BE HELD OCTOBER 7-10, 2014.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT approval be given to Kimberly F. Monzo for travel to Dallas, TX, to attend Casterline Associates Nuts & Bolts of Accounting, Budgeting & Finance Seminar to be held October 7-10, 2014.

2. THIS Resolution shall be effective August 28, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5748

RESOLUTION AUTHORIZING A CHANGE IN STATUS
OF THE MONEY PURCHASE PENSION PLAN FROM A CORPORATE
PLAN DOCUMENT TO A GOVERNMENTAL PLAN DOCUMENT.

WHEREAS, it is the intent of Reading Housing Authority to change the status of the Money Purchase Pension Plan from a corporate plan document to a governmental plan document.

WHEREAS, this change will better reflect the entity status of Reading Housing Authority and provide greater consistency with the 457 Tax-Deferred Compensation Plan, a plan only eligible for government/not-for-profit entities.

WHEREAS, this change will be considered a plan conversion that will result in a restated plan document and enhanced procedures to better fit the needs of our employees and our entity status.

THIS Resolution shall be effective August 28, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5749

RESOLUTION POST APPROVING TRAVEL TO PHILADELPHIA, PA,
TO ATTEND HUD'S EPC PROJECT IMPLEMENTATION AND SUSTAINABILITY
WORKSHOP HELD AUGUST 13-14, 2014.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT post approval be given to Frederick H. Prutzman for travel to Philadelphia, PA, to attend HUD'S EPC Project Implementation and Sustainability Workshop held August 13-14, 2014.

2. THIS Resolution shall be effective August 28, 2014.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Ms. White and upon roll call the Ayes and Nays were as follows:

Ayes: Ms. Tina White
Mrs. Rebecca Acosta
Mr. Steven E. Belinski

Nays: None

The Chairman thereupon declared the said motion carried and the said Resolution adopted.

There being no further business to come before the Commissioners, a motion was made by Mrs. Acosta and second by Ms. White to adjourn the meeting. The motion was carried unanimously.

The next regular meeting of the Reading Housing Authority is scheduled to be held at Franklin Tower, 120 South Sixth Street, Reading, Pennsylvania, on Tuesday, September 23, 2014.

Recording Secretary