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MINUTES OF THE READING HOUSING AUTHORITY

The Regular Meeting of the Reading Housing Authority for the month of November was held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania on Tuesday, November 27, 2012.

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. Sherryann I.Fonseca, Comptroller; Mr. George F. Eisenhower, Purchasing Agent; Ms. Gloria J. Guard, Property Manager; Mr. Josh K. Smith, Property Manager; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mr. Charles K. Huckstep, Administrative Assistant; Mrs. Carolyn K. Bower, Section 8 Coordinator; Mrs. Stacey J. Keppen, Social Services Director; Mr. Frederick H. Prutzman, Building Construction Inspector. Attorney Edwin L. Stock, Solicitor for the Authority, and Mr. Valdis Lacis, Reading Eagle Reporter; were also present.

Mr. Belinski, Chairman, called the regular meeting to order at 5:00 p.m., and upon roll call those present and absent was as follows:

Present: Mr. Steven E. Belinski
Mrs. Rebecca Acosta
Mrs. Lillie Mathies

Absent: Mr. Nelson A. De Leon
Mr. Eligio C. Colon, Jr.

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 Mrs. Mathies approving the minutes of the regular monthly meeting held October 16, 2012. The motion was carried unanimously.

A motion was made by Mrs. Acosta and second by Mrs. Mathies approving the bills as submitted by Ms. Fonseca for the period of October 1, 2012 to October 31, 2012. The motion was carried unanimously.

The following balances in bank and on account were reported for the month of September 2012.

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$5,401,911.30	\$4,679,259.91	\$310,117.80	\$10,391,289.01
P-4628 General	182,877.34	99,000.00	0.00	281,877.34
P-15 General	236,358.11	972,907.29	77,488.89	1,286,754.29
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	35,631.01	0.00	42,781.18	78,412.19
Total	\$5,856,777.76	\$5,751,167.20	\$430,387.87	\$12,038,332.83

The following balances in bank and on account were reported for the month of October 2012.

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$5,426,637.44	\$4,679,943.27	\$310,117.80	\$10,416,698.51
P-4628 General	254,125.13	99,000.00	0.00	353,125.13
P-15 General	236,458.11	972,907.29	77,447.19	1,286,812.59
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	35,577.92	0.00	42,790.82	78,368.74
Total	\$5,952,798.60	\$5,751,850.56	\$430,355.81	\$12,135,004.97

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

The Executive Director submitted the following report:

COMPREHENSIVE GRANT PROJECTS

221- 2012 CAPITAL FUND – The work on the buildings at Glenside has started and it will be nice to have the rest of the buildings completed in conjunction with the Honeywell work. The reason is insulation is being installed on the second floor for the outside work and for the Honeywell work we are installing thermostats to help regulate the heat as an energy savings measure. By combining the two we should increase the energy savings with both being done at the same time for the coming heating season.

222 – 2013 CAPITAL FUND – This is in the Agency Plan and is on the agenda for approval. This has the installation of fire sprinklers at all of our high rises and will further increase the safety of our residents.

PARK PLACE ON PENN STREET PROJECT- We are still waiting for the economic climate and consumer interest to increase so we can sell these units. Unfortunately, the economic climate has not changed enough whereby people are beginning to purchase homes again, at least at the same pace as before this all started. In addition, the condo market is also still an issue and one we will have to deal with.

So while this is a bother, we are not paying out much in the way of monies for this project as everything has been paid to date. We do have hopes when the hotel construction begins to see more interest in the condos, so we hope to get this moving along in the near future.

I should also mention we are revising the condo documents to reflect the status of the project as the existing documents still mention the original contractor. These should be done soon.

RIVER OAK APARTMENTS – The occupancy rate at River Oak is good though we have had a rash of vacancies for one reason or another. Of the 6 units vacant, we only have one unit that is not assigned and there are two units scheduled for transfers. In addition, there are about 30 people who are on the waiting list for a unit so we should be able to rent the unassigned unit and the transfers when they have been readied for occupancy.

We hope to complete some kitchens this year as we have about 12 or so remaining to be completed and would like to get them all done before the end of next year or sooner.

While we would like to replace the windows, we are finding the replacement of the carpets is becoming a big issue and one we will be looking at very closely in the coming year as funding becomes available.

CITY OF READING POLICE PATROLS – The Police are working very hard to ensure our developments are well taken care of and hope you agree. Overall things are going well. However one of our Officers is taking on a new position with the Police Force and will no longer be with us and considering the excellent job Officer Hawley has done over the years he will be missed.

I have been told they have as they call it “Bid” out this position with RHA and another officer has applied for this position. We have been told he is an excellent replacement and look forward to working with the new Officer. So by the time the Board reads this report the change will have already occurred.

HUD EXECUTIVE DIRECTORS MEETING – This was well attended by many Executive Directors in Northeast Pennsylvania and Delaware. At the meeting HUD presented many different topics and went over some of the areas regarding funding. Overall, there were no real surprises regarding the meeting and some issues and or concerns by the Executive Directors were expressed in regards to funding, HUD scoring for REAC, Section 8 and other issues.

NSP/ARTIST HOUSING – There has been no change in the status of this program as yet, though, there has been discussion that some of the housing for the NSP program can be used for artist housing in some way. This will be an ongoing program.

When selecting “artists” for the rental housing in the NSP program near the Goggleworks, RHA received criteria for selecting potential artists, which was used in Peekskill, NY. Please note the tenants for this program who are moving into these units will be at 50% of median income. From what we have heard, most if not all artists, fall into this income category. So it should not be difficult to fill these units.

SYLVANIA HOMES ANNUALIZED OCCUPANCY RATE %

2007		2008				2009				2010				2011				2012		
Sept	Dec	Mar	June	Sept																
95.1	94.0	93.8	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

Sylvania is 96.2 leased up and is doing well in this area.

SECTION 8 ANNUALIZED UTILIZATION (%) RATE

2007			2008			2009			2010			2011			2012						
Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept				
99.2	97.9	96	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

The leasing rate for the last quarter is 91.2, however RHA has spent 95% of the funding for the Section 8 program and is an additional evaluation HUD has of the Section 8 program. Current HUD funding practice does not and will not allow 100% utilization of the vouchers and funding.

PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)

2007			2008			2009			2010			2011			2012				
Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept			
98.2	98.3	98.4	98.4	98.4	98.5	98.6	98.7	98.8	98.8	98.8	98.9	98.8	98.7	98.5	98.6	98.8	98.8	98.7	98.4

The annualized vacancy rate for the last quarter shows a good leasing rate and translates into vacancy rate of 1.6% for RHA. 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.

ACCOUNTS RECEIVABLE (ANNUALIZED QUARTERLY) – PUBLIC HOUSING

2007				2008				2009				2010				2011				2012			
Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept		
1.8	2.5	2.5	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		

Staff is working hard to reduce these amounts in hopes to get them to a more reasonable level.

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. At the moment, 460 Centre Avenue is being advertised for tenants who are at 50% of median income to fill these units.

RENTAL ASSISTANCE DEMONSTRATION (RAD) – HUD is touting a new program in which they “de federalize” the public housing units by making or turning them into Section 8. This should not be confused with the normal Section 8 program, but rather it is a hybrid of the Section 8 and Section 8 New Construction. But it does not come without issues. The major one is Congress authorized this program but did not fund it and HUD has/or is attempting to fund this by taking your operating subsidy, Capital Fund monies and providing a baseline of funding using these monies in some way shape or form to pay for this demonstration.

There are some attractive issues for participating in this program; the major one supposedly is not being under the public housing regulations. Though, 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 for this program at this time and will monitor how this program works for some agencies.

EMPLOYEE ANNUAL MEETING IN DECEMBER – Planning for the Annual Meeting is moving along and should be as successful as it has been in the past.

Please remember this meeting will take place on December 14 starting at 1pm.

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	1	0	3
Hensler	0	0	0	0	0
Oakbrook	2	0	1	0	3
Franklin	1	0	0	0	1
Kennedy	0	0	0	1	2
Rhodes	1	1	0	0	2
Eisenhower	0	0	0	0	0
Hubert	0	0	0	0	0
Total Conventional					
Public Housing	6	1	3	1	11
Scattered Sites	0	0	0	2	2
Sylvania Homes	1	2	0	0	3
River Oak	0	1	0	3	4
726 N. 11 th Street	0	0	0	0	0
Total	7	4	3	6	20

Our current occupancy rate is high at 99.32% for Public Housing and is one of the highest we have had in a while and believe this is as close to 100% occupancy we have ever been. However, the leasing rate for all of our units we own (a total of 1800+) comes to 98.90%. Of the 20 vacant units, 7 are scheduled to be leased, 4 have been accepted by applicants, 3 are transfers and 6 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 this 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.

DEVELOPMENT WAITING LIST STATUS

Bedroom Size	P/H	Contacting	Waiting Period	Sylvania	River Oak
Studio	160	05/11	12 -24 months	N/A	N/A
One Bedroom-Family/Elderly	302	05/11	12-24 months	7	N/A
Two Bedroom Family	451	05/11	12-24 months	11	16
Three Bedroom Family	228	10/08	60 months	8	10
Four Bedroom Family	46	05/11	12-24 months	4	N/A
Five Bedroom Family	38	03/12	10-12 months	N/A	N/A
Total	1225			30	26

Our Public Housing waiting list was getting a little low and recently the waiting list was opened for some bedroom sizes so we can ensure we have an adequate supply of people for our vacant units. It is also the reason we are able to have so few vacancies.

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.

ENERGY SAVINGS PROGRAM WITH HONEYWELL – This project is underway and all of the contractors and sub-contractors are installing the energy saving measures. We are pleased with the progress they are making on this project.

I should note we may have either an amendment or an additional phase to the energy savings program as it is currently in the development stage. Once it has been fully evaluated, we will present it at that time, though it may not be if it is found to not have the payback required.

HURRICANE SANDY - Overall the Reading Housing Authority was spared from any damage to our developments. We did lose some trees and large branches which took some work to get cleaned up and some trees will take longer to remove.

The one big problem we faced was two electric poles fell down from the storm and were located behind Berks Catholic Football Stadium. These two poles unfortunately, carried or carry all of the electric to Oakbrook Homes and the Olivet's Boys and Girls Club. As a result all power was lost from Tuesday to Thursday whereby the electric was restored at 3:30 in the afternoon.

Another issue was the Central Office was down and as our network runs from this location and without power none of our outlying offices were able to use our housing software and caused a large disruption for all offices. While it was a very difficult time for everyone, we wished we could have done more for our residents, unfortunately there were and are limits to what could be done. In regards to power, there would be no way we could have provided (in an efficient way) temporary

power to our residents. We did look at the possibility on doing this given the large number of obstacles we would have encountered in supplying temporary power and the length of time (even if the generators were available) to connect them, power would have been restored.

I must give a big thanks to Karen Baxter of Met Ed who helped us out tremendously in working with us on this problem and keeping us informed of their progress. I should also note we did learn something from this and something we should have known. When an outage occurs and call and give the meter number, we must tell whoever answers the emergency number, we need to make it clear it represents 654 units and 4 to 5,000 residents. All the person knows, who is answering the phone is this is one meter and represents one house. They do not have backup information regarding the meter and if we tell them it represents that number of units and people it will get noted in the comments section it will be moved up on the priority list. All staff has been instructed accordingly.

In fairness to everyone, I don't believe we have been faced with a situation as this with widespread power outages and taxed everyone. In the past when there were power outages, the outages were somewhat isolated and this was not an issue. However, in this case because of the large number of people without power it was and we know now we have to make it clear this meter has many families behind it. So we learned something from this event and will help in the future when something like this occurs.

RHA CENTRAL OFFICE FUNDS – I have had discussions with various people regarding these funds as it will be important in the coming years to invest these funds in programs and projects which will benefit not only the Agency, but the City as well. I should note these funds are “de-federalized” and hence HUD is supposedly not able to regulate how and what a Housing Authority can do or use this money for. I also plan to research this to see if other agencies will be looking at measures to use these funds.

Technically, these funds are as I noted “de-federalized”, but as we have found out HUD seems to ignore this and it would be best if we use these funds for a project in the City that will possibly make money and benefit the City at the same time. In any case, it is my belief that if we do not do something of this nature, HUD will find a way to encourage a Housing Authority to use these funds for operations just as they have with our reserves.

It is the Board's decision, but I highly recommend RHA do something whereby these funds are involved in or a part of a project that will benefit the City in its renaissance. I do not wish to lose these funds like we did with the reserves, which we had accumulated over a period of time, as we now have a reserve of central office funds.

To date, there has been no change in this.

YOUTHBUILD – We met with Ruth Matthew of United Community Services and her team to discuss the upcoming Youth Build project and when the program would start. From the discussions with them, the program will start sometime in January and are in the midst of actively attracting participants for this program.

However, the work will not start until a month or so after that as the participants will undergo an assessment process and preliminary training prior to the start of any construction. As we only have a handful of kitchens to be completed we will be looking to install new windows at River Oak. We have been in contact with the manufacturer of the windows and they have agreed to come and do the initial training on window installation.

We are looking forward to the start of this program.

UNION NEGOTIATIONS – We will be going into Executive Session to update the Board on the status of the Union negotiations.

NAHRO AWARDS FOR 2013 – RHA is in the midst of developing new award submissions to NAHRO for 2013 as we feel we have done projects which are unique and beneficial to our residents and worth submitting. One project we are contemplating is our Cogeneration plant at Glenside we feel is worthy of an award and have some others in mind.

We will be working on developing these applications for submission in the near future.

ISLANDS IN FRONT OF OAKBROOK – The islands outside of our offices and Oakbrook Homes are now cut and maintained by the City of Reading and there are times these have issues. Given this, we have had discussion with Mr. Charles Jones, Director of Public Works, regarding possibly taking over (with the agreement of the City and of course the Board) the maintenance of these properties and perhaps in the long run, the City could provide us with ownership of these properties as they are somewhat of a gateway to Oakbrook. By taking over maintenance and/or ownership, we will ensure they are managed and maintained as well as our developments and will give us some control. Currently Masano and Berks Catholic maintain the ones in close relation to their properties.

There has not been any change to date.

2013 AGENCY PLAN – This is on the agenda for approval and one of the more significant changes to the Agency Plan is the permitting of pets at our Family Developments and the installation of fire sprinklers at the High Rises.

GREEN AFFORDABLE INITIATIVES – HUD is sponsoring training on various energy saving processes which include various “Green Initiatives” for public housing. It has been one of the initiatives we would have liked to have implemented unfortunately the cost savings were not sufficient for us to do them.

Since HUD is sponsoring this training it was thought there might be some ideas and/or ways we might be able to implement some of these “Green” projects. In any case, there are a number of trainings throughout the country. We have not decided to attend any as yet. However, I put this training on as a resolution in case either Dave and or I are able to attend one of the trainings being offered.

MEETINGS

- HUD Executive Directors Meeting.

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

The following Resolution was read and considered:

RESOLUTION NO. 5650

RESOLUTION APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH BALTON CONSTRUCTION.

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

1. THAT the Commissioners of the Reading Housing Authority do hereby approve Change Order No. 1 submitted by Balton Construction for a 90 day extension.

Description of Change: Request for a 90 day extension from the original completion date of December 2, 2012, due to weather related issues. The revised completion date will be March 2, 2013. There will be no additional cost to the Reading Housing Authority.

Statement of Justification: This request was reviewed and approved by Kautter & Kelley and RHA.

Balton Construction is the contractor performing Phase V exterior renovations at Glenside Homes.

2. THIS Resolution shall be effective November 27, 2012.

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

Ayes: Mrs. Lillie Mathies
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. 5651

PHA CERTIFICATIONS OF COMPLIANCE WITH THE PHA PLANS
AND RELATED REGULATIONS,
BOARD RESOLUTION TO ACCOMPANY THE PHA PLAN.

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Plan for PHA fiscal year beginning April 1, 2013, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory

- Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
 5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
 6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify and impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiative to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
 7. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
 8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 10. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
 12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide HUD or the responsible entity and documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective

audit to determine compliance with program requirements.

18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

19. The PHA will comply with the policies, guidelines and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).

20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its' Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.

21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

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

Ayes: Mrs. Lillie Mathies
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. 5652

RESOLUTION APPROVING TRAVEL TO PHILADELPHIA, PA,
TO ATTEND A SCALABLE INNOVATIONS FOR HEALTH CENTERS AND
PUBLIC HOUSING CONFERENCE TO BE HELD NOVEMBER 29-30, 2012.

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

1. THAT approval be given to Stacey J. Keppen for travel to Philadelphia, PA, to attend a Scalable Innovations for Health Centers and Public Housing Conference to be held November 29-30, 2012.

2. THIS Resolution shall be effective November 27, 2012.

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

Ayes: Mrs. Lillie Mathies
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. 5653

RESOLUTION APPROVING TRAVEL
TO ATTEND A GREEN AFFORDABLE HOUSING INITIATIVES
TRAINING SESSION SPONSORED BY HUD.

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

1. THAT approval be given to David C. Talarico and Daniel F. Luckey to attend one of the Green Affordable Housing Initiatives Training Sessions sponsored by HUD.

2. THIS Resolution shall be effective November 27, 2012.

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

Ayes: Mrs. Lillie Mathies
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 Mrs. Mathies to adjourn the meeting. The motion was carried unanimously.

The next regular meeting of the Reading Housing Authority is scheduled to be held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania, on Tuesday, January 22, 2013.

Recording Secretary