

MINUTES OF THE READING HOUSING AUTHORITY

The Regular Meeting of the Reading Housing Authority for the month of March was held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania on March 23, 2010.

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; Mr. Thomas B. Marsh, Comptroller; Mr. George F. Eisenhauer, Purchasing Agent; Ms. Gloria J. Guard, Property Manager; Mr. Josh Smith, Property Manager; Mr. Frederick Prutzman, Building Construction Inspector; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mrs. Stacey J. Keppen, Social Services Director; Mr. David R. Chlebowski, Computer Systems Analyst; Ms. Agnes Khader, Management Aide; Ms. Merida Negron, Management Aide and Mrs. Elaine K. Adesso, Executive Secretary. Attorney Edwin Stock, Solicitor for the Authority and Mr. David Kostival, Reading Eagle Reporter, were also present.

The Chairwoman called the regular meeting to order at 5:05 p.m., and upon roll call those present and absent was as follows:

Present: Ms. Mary Beth Hennigan
 Mrs. Lillie Mathies
 Mr. Nelson De Leon
 Rev. Steven Belinski

Absent: Mr. Eligio Colon, Jr.

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

A motion was made by Rev. Belinski, and second by Mrs. Mathies, approving the minutes of the Regular Monthly Meeting held February 23, 2010. The motion was carried unanimously.

A motion was made by Rev. Belinski, and second by Mr. De Leon approving the bills as submitted by Mr. Fioravanti for the period of February 13, 2010 thru March 12, 2010. The motion was carried unanimously.

There was one Communications from Mrs. V. Tingwall, a Franklin Tower resident, in regards to her new kitchen. Ms. Hennigan read it as follows:

March 11, 2010

*Dear Mr. Fioravanti
Deputy Executive Director – RHA*

“It’s Thanksgiving Time!”

As an ole’ timer, I liked my apartment 301 as it was. But JoAnne was “right” – the new look kitchen is lovely. (When the mess “is over”, 301 will look nice again.)

***Thanks** to you and your staff.*

Please know:

Workmen always expressed courtesy to our Franklin Tower residents.

*The laborers seemed to get along very well; when individual jobs were completed. (301)
I expressed appreciation and thanks to the workmen.*

Good luck on your other RHA projected work.

The following balances in bank and on account were reported for the month of January 2010.

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$1,297,743.11	\$6,471,726.12	\$264,784.54	\$8,034,253.77
P-4628 General	205,136.76	99,000.00	0.00	304,136.76
P-15 General	2,917.27	596,065.99	71,997.88	670,981.14
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	4,307.69	0.00	40,424.67	44,462.36
Total	\$1,509,834.83	\$7,166,792.11	\$377,207.09	\$9,053,834.03

The following balances in bank and on account were reported for the month of February 2010.

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$3,096,252.32	\$6,471,773.94	\$264,784.54	\$9,832,810.80
P-4628 General	193,879.97	99,000.00	0.00	292,879.97
P-15 General	3,031.71	497,065.99	71,997.88	572,095.58
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	4,018.55	0.00	40,433.25	44,451.80
Total	\$ 3,297,182.55	\$7,067,839.93	\$377,215.67	\$10,742,238.15

A motion was made by Rev. Belinski 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

A. 217- 2008 Capital Funds – The vast majority of the funding for this allocation is nearly expended. We expect to be closing this allocation in the near future. The generator replacement is one of the last work items from this funding source which is nearing completion.

B. 218 – 2009 Capital Funds – This allocation is now proceeding as contracts for the offices at Oakbrook/Glenside as well as the completion of the outside of five additional buildings were signed. The work started on October 1, 2009. We have also included funding for the 2-5 handicapped accessible units we agreed to build as part of the DOJ agreement. While this funding is not sufficient to complete the entire project, it will be included in future funding.

C. 219 - 2010 Capital Funds – This has been approved by HUD. As I mentioned last month, HUD has been questioning our funding of the Police, Olivet Boys and Girls Club, the Wellness Program and other related services we provide to our residents. We have been providing these services out of our Capital Fund ever since HUD discontinued the Drug Elimination Program and we were told these were eligible work items.

We can only wait to see what and how HUD will treat these items and believe these services are needed by our residents and would like to continue them.

STIMULUS FUNDING – The High Rise kitchen project has now reached the production stage and they are moving along fairly well and everyone including but not limited to the employees of RHA but more importantly, the residents are very happy with the results.

All in all they seem pleased with the final product and at Franklin they are finishing up on the kitchens and the last thing to be done are the removal, replacement and painting of the hallways. This has not been done in the past so we are not sure how well this part of the project will progress. The reason I say this is some of the hallways have asbestos in the tiles and this has to be removed in accordance with the hazardous waste removal requirements.

As a result, this work will start at 10 p.m. so the removal contractor can complete the work while the tenants are sleeping. It is anticipated that by the morning, the new tiles will be installed and then the walls and ceiling will be painted.

CO-GENERATION PLANT AT GLENSIDE – RHA has negotiated the contract amount for the first phase of this contract which is to determine the feasibility of the project as it will fit within our boiler capacity and heating needs, taking into consideration environmental issues.

I think this is an exciting project for RHA to be involved in and to be given a grant for a project of this type, one of which I very much doubt any other Housing Authority has or is anticipating to do. I look forward to it being successful.

2009 AGENCY PLAN – This Capital Fund will be used in conjunction with the stimulus monies.

2010 AGENCY PLAN – The Agency Plan has been approved and HUD was intent on holding up the approval on this for an indefinite time frame unless we changed the City of Reading Police, Olivet's Boys and Girls Club, YMCA and the Wellness Program to a more generic terminology. They required it to say, "Police services, Boys and Girls Club services, Youth services, Summer Camp programs and Wellness services for seniors" or they would hold up the approval of this years plan. Rather than go through any problems we revised this years Agency Plan to reflect their request.

As I later found out, they were reacting to an alleged HUD Office of the Inspector General (OIG) audit that was taking place at an undisclosed HA, whereby the OIG was or would be citing them for not following the procurement requirements for these types of contracts. As a result, HUD Philadelphia decided it was their responsibility to take preventive measures. While that is admirable, the method in which it was carried out was a little overbearing and really unnecessary. In any case, the Agency Plan for this year was approved and that is what we wanted. I have put a copy of the letter from HUD in your packet.

PARK PLACE ON PENN STREET PROJECT- We are still waiting for the economic climate and consumer interest to increase so we can sell more of these units. In addition, we are still working on an application that will give us the official condominium status that is necessary for Banks to lend money for the purchase of these condos. As I understand, unless a bank is willing to hold onto a mortgage (i.e., keep it in its portfolio) they will sell the mortgage and unless the condo has been approved by Fannie Mae, the mortgage cannot be sold. Therefore, it is in our best interest to apply for this and get the development approved officially as a condo project.

RIVER OAK APARTMENTS – Our leasing rate is getting better as we are now leasing the units and this should help with the management of the development. I am pleased with our progress in this area and will continue to monitor this situation.

YOUTHBUILD PROGRAM – This program is moving along. The kids are nearing the completion of their first unit and while there have been issues and problems the overall program has been doing reasonably well.

While we did not wish or expect to spend as much time as we have on this project (we usually like to see a project started up and run on its own with minimal supervision). Circumstances and such have required this additional time. But with the completion of the first unit, we are happy at the results. The completed unit looks good.

CITY OF READING POLICE PATROLS – This program is doing well and we are still being supported in the operation of this program with the City of Reading. We continue to have among the safest neighborhoods any where in the City. Both Oakbrook and Glenside Homes have very little issues with crime.

HUD has expressed concerns related to the procurement of the various Management Improvement social services and if they were procured in accordance with the federal procurement laws. From what I found out there are Housing Authorities who are being investigated by the HUD's Office of the Inspector General for the way in which these services were procured, but from what I can tell the investigation has not been completed. In any case, the City of Reading Police are the only police that can legally patrol and carry out the normal and customary services of a Police Department and is the reason we wonder why this is even questioned.

EMPLOYEE TRAINING – In the past month we have had a number of training programs for our employees. The trainings have been in the following areas:

1. Customer Services.
2. Sexual Harassment.
3. EIV.

All of these trainings are overdue. We hope to have them on an ongoing basis so all of our employees are aware of the issues and continue to work well with the people we serve.

FHEO/DOJ STATUS – Muhlenberg/Greene is working on the development phase of the new accessible units to ensure we stay within the time frame required by the agreement with DOJ. We are moving ahead with the design and planning stages, now that a decision on how to proceed has been made.

While I do not see any problem with this, one never knows what issues HUD could have a problem with, though they will also have to answer to DOJ if they hold up this project. In light of that issue, I do not believe HUD would want to cause this project to be held up.

It is our intent to take funds out of this year's Capital Fund to pay for the cost of these units. It is planned that we will construct all of the units at once so we meet the requirements of the agreement with DOJ. In the coming weeks, we will be submitting a new construction development plan to HUD for their review and approval of this project.

GOGGLE WORKS APARTMENTS – There is no news on this as of yet and I have not been informed of any groundbreaking taking place in the near future. I will do my best to keep you informed of any changes and/or development on this project.

As always, I am hopeful this will be closing so construction can begin.

PUBLIC HOUSING HOMEOWNERSHIP – Total units sold 46, with 4 remaining, (2 occupied and 2 vacant). I still have not heard from our Public Housing Representative

concerning the Board's interest in disposing of the remaining scattered site units. Despite this, we continue to work towards selling these units.

We placed a notice on the December rent statement asking people if they are interested in Homeownership and gave them a number to call. We will continue this until we have sold all of the units or have potential homeowners.

SYLVANIA HOMES ANNUALIZED OCCUPANCY RATE %

2005			2006				2007				2008				2009				
Jun	Sept	Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar
93.7	94.7	93.9	92.7	92.6	93.2	94.8	96.1	95.9	95.1	94.0	93.8	94.9	96.2	97.8	97.8	96.9	97	96.6	

For the month of March I am happy to report that Sylvania is 100% leased up and we are doing very well in this area. While this is probably just a temporary thing, it is still an accomplishment.

SECTION 8 ANNUALIZED UTILIZATION (%) RATE

2005			2006				2007				2008				2009				
June	Sept	Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar
96.7	96	94.2	93.9	95.8	99.2	100.5	99.2	97.9	96	95.7	94.2	94.4	96.2	98.1	98.2	99.5	97.9	95.8	

The leasing rate for the last quarter is 95.8%, and continues to do well. Please note the waiting list has been exhausted and we will soon have to advertise for new applicants. As you may remember there were an extraordinarily large number of people requesting applicants and we want to figure out a better way of receiving applications. It was thought we will advertise informing the public (and at the same time provide notices to various agencies) that we will accept requests for Section 8 applications between certain dates and only 250 (or some number) will be randomly selected from the unopened letters. Applications will then be sent to those selected and it was thought it would be good to have an agency or third party select these letters to avoid claims of unfairness in the process.

I am not sure when this will occur but possibly in the next few months.

PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)

2005			2006				2007				2008				2009				
June	Sept	Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar
96.5	96.6	96.9	97.2	97.4	97.3	97.3	97.5	98.1	98.2	98.3	98.4	98.4	98.4	98.5	98.6	98.7	98.8		

The annualized vacancy rate for the last quarter shows a good leasing rate and translates into 1.2% for RHA. This continues to be a decent occupancy rate even though it is slightly higher than the previous quarter. We continue to monitor our progress in this area and work towards improving the leasing rate, while everyone strives to attain 100% leasing rate.

ACCOUNTS RECEIVABLE (ANNUALIZED QUARTERLY) – PUBLIC HOUSING

2005			2006				2007				2008				2009				
Jun	Sept	Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar
2.3	2	2.4	3.2	2.6	3.1	2.4	2.9	1.8	2.5	2.5	1.8	1.7	1.9	2.3	2.10	2.3	2.5	3	

The Tar's are a little higher again this quarter. Staff is working hard to reduce these amounts in hopes to get them to a more reasonable level. Though, staff will never eliminate the Tar's, we work towards reducing them.

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) – The City of Reading is the lead agency and we are the partners in this project along with Our City Reading, Inc. To date, I have not been contacted by the City of Reading to do anything or participate in this project.

I am surprised that we have not been in discussion with the City, though maybe not, as they have a new Community Development Director who needs to be brought up to speed on the various programs and projects he is responsible. It maybe some time before he can get this program up and running and we will continue to ask the City for direction.

There could be issues with this program since the funding has to be started, obligated and expended by a certain time and this could be critical.

WEBSITE DEVELOPMENT – Please remember the Reading Housing Authority’s web site is www.readingha.org and if you have any questions regarding what we do or what we are responsible for most, if not, all of the questions can be answered by looking at this web site. It is full of all kinds of information.

RESIDENT OPPORTUNITY AND SELF-SUFFICIENCY (ROSS) – This application for additional funding for Service Coordination remains under consideration.

HARRISBURG HA AREA RESIDENT COUNCIL (HHARC) – The Harrisburg Housing Authority Resident Council Executive Committee will visit the Reading Housing Authority and have been informed it will be in the summer. I will keep the Board informed of the exact time and date.

Vacant Unit Report as of March 16, 2010

	Units Scheduled	Unit Accepted By	Unit	Unassigned	Total Vacant
	<u>To Be Leased</u>	<u>Eligible Applicant</u>	<u>Scheduled Transfer</u>	<u>Units</u>	<u>Units</u>
Glenside	3	0	0	0	3
Hensler	1	0	1	0	2
Oakbrook	0	0	0	0	0
Franklin	0	0	0	0	0
Kennedy	0	2	0	0	2
Rhodes	0	0	0	1	1
Eisenhower	0	0	0	0	0
Hubert	0	2	1	0	2
Total					
Conventional					
Public Housing	4	4	1	1	10
Scattered Sites	0	0	0	2	2
Sylvania Homes	0	0	0	0	0
River Oak	1	1	0	3	5
726 N. 11 th Street	0	0	0	1	1
Total	5	5	1	7	18

Our current occupancy rate is very high at 99.38% for Public Housing. This is an excellent leasing rate and if we take all of the units we manage (a total of 1800+) units our leasing rate comes to 98.67%. In addition, of the 18 vacant units, 5 are scheduled to be leased, 5 have been accepted by an applicant and 1 is a transfer. This leaves a total of 10 units that have not been assigned. We are in the process of assigning them.

I believe this level of leasing is excellent. We will continue to work towards a 100% percent leasing rate and it is starting to look like we might get there one day if we continue in the manner that we are going.

PUBLIC HOUSING/SYLVANIA HOMES 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	562	07/08	16 to 24 months	N/A	N/A
One Bedroom-Family/Elderly	402	09/08	16 months	21	N/A
	280	03/08	16 to 24 months	36	12
Three Bedroom-Family	214	01/08	24 months	19	10
Four Bedroom-Family	27	06/07	24 months	8	N/A
Five Bedroom-Family	19	06/09	12 months	N/A	N/A
<u>Total</u>	1504			84	22

The Board can see the waiting period for a unit continues to increase. As a result we have closed all of the bedroom waiting lists except for the five bedroom units. The reason for closing a waiting list is because if the time is much longer, the applicants may have moved, lost interest made other arrangements and/or is not eligible. As you might note, the waiting list for River Oak is long but we still have vacancies. The reason was due to a self imposed income guideline for applicants based on rent and tenant paid utilities. We have since excluded the utilities and expect to rent up the vacant units.

HUD REVIEWS – As part of the stimulus funding, HUD is sending staff to review the ways in which we have handled the stimulus monies. The following HUD departments have either started or will be scheduling their reviews:

- a. HUD Labor Relations Review - Whitney Rahman and Otto Hetzel have reviewed this issue and are preparing a response to submit to them and expect it to go out soon.
- b. HUD Management Review of the stimulus monies – As a result of the follow-up visit by HUD staff, the vast majority of the issues were closed following the visit. The remaining issues were answered and responded to and are awaiting HUD’s responses.

As I mentioned before, there were no real substance to these reviews. I feel we have responded accordingly and expect them to close out the remaining ones very soon.

PHFA TENANT BASED RENTAL ASSISTANCE PROGRAM – This is a program that is set up to help nursing home residents in transition to living in normal residential settings. A person representing this program will be at the workshop to speak to the Board on the benefits of the program and ask if the Board will permit giving a priority to people on the waiting list who are eligible for this program. The largest hurdle is to get on the waiting list, get a priority and then go to the top of the waiting list. Staffs have some concerns regarding this and it will be presented to the Board.

At the moment most waiting lists are closed. So, at this time, this is a moot point and would perhaps change when we open the waiting lists.

FRANKLIN PARKING LOT – RHA had entered into an agreement with the Church next to Franklin Tower whereby we installed the fencing in exchange for parking spaces. Since that time, the Church was sold to Pennsylvania Counseling Center (PCC) and the Church building was then leased back to the Church giving control of the parking lot to PCC who in turn has terminated the agreement and taken away the parking spaces.

There have been some negotiations and such, but it seems the intent of PCC is to have the parking spaces and pay us for the fencing. There are numerous issues and Ed Stock has been involved. He will give an additional explanation of this situation. In any event, RHA staff has been looking at alternative parking measures for the residents.

CITY WIDE RESIDENT COUNCIL (CWRC) – RHA was approached by the CWRC for funding of activities related to resident council programs and there is funding provided by HUD for these activities. In support of this, we have asked the CWRC for a budget for us to review and approve if the activities are in accordance with the HUD guidelines. It is good to see this organization take off and get involved in making their developments a better place to live. They have been and are a positive force in helping us make our developments safer and a better place to live.

MEETINGS:

- Work Force Investment Board.
- Our City Reading Meeting.

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

The following Resolution was read and considered:

RESOLUTION NO. 5466

RESOLUTION AUTHORIZING THE PROMOTION
WITHOUT EXAMINATION OF A CLERK TYPIST 2
TO A MANAGEMENT AIDE.

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

1. THAT Agnes Khader be promoted from a Clerk Typist 2 to a Management Aide at the rate of \$18.21 per hour, 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 retroactive to March 18, 2010.

Rev. Belinski 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: Mr. Nelson De Leon
Mrs. Lillie Mathies
Rev. Steven Belinski
Ms. Mary Beth Hennigan

Nays: None

The Chairwoman thereupon declared the said motion carried and the said Resolution adopted:

The following Resolution was read and considered:

RESOLUTION NO. 5467

RESOLUTION AUTHORIZING THE HIRING
OF A MANAGEMENT AIDE.

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

1. THAT Merida Negron be hired as a Management Aide at an hourly rate of \$18.21, 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 March 22, 2010.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Rev. Belinski, and upon roll call the Ayes and Nays were as follows:

Ayes: Mr. Nelson De Leon
Mrs. Lillie Mathies
Rev. Steven Belinski
Ms. Mary Beth Hennigan

Nays: None

The Chairwoman thereupon declared the said motion carried and the said Resolution adopted:

The following Resolution was read and considered:

RESOLUTION NO. 5468

RESOLUTION APPROVING THE TERMS AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH Z & F CONSULTING FOR SERVICES TO PERFORM A FEASIBILITY STUDY AND TO DESIGN A CO-GENERATION PLANT AT GLENSIDE HOMES.

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

1. THAT the terms of the contract with Z & F Consulting (Wayne, PA) for services to perform a feasibility study and to design a co-generation plant to develop electricity at the Glenside Homes boiler plant are hereby approved, the said Contract to be in substantially the following form:

CONTRACT ON FILE IN THE COMPTROLLER'S OFFICE.

2. The said Contract in the amount of \$36,000.00 is the lowest acceptable bid pending review and approval by the Solicitor.

3. THIS Resolution shall be effective March 23, 2010.

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

Ayes: Mr. Nelson De Leon
Mrs. Lillie Mathies
Rev. Steven Belinski
Ms. Mary Beth Hennigan

Nays: None

The Chairwoman thereupon declared the said motion carried and the said Resolution adopted:

The following Resolution was read and considered:

RESOLUTION NO. 5469

RESOLUTION AUTHORIZING THE DISPOSITION
OF NON-EXPENDABLE EQUIPMENT.

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

1. THAT the following non-expendable equipment be removed from the inventory of the Reading Housing Authority in accordance with the Procurement and Disposition Policy:

<u>Glenside Office</u>	<u>DECAL</u>	<u>COST</u>	<u>PURCHASED</u>
1 – Xerox Copier	F10225	\$7,320.00	10/1/93
1 – Airless Sprayer w/attachment	F4480	\$1,027.20	10/1/86
1 – Tractor Cab – J. Deere	F11684	\$1,185.00	10/1/97

2. THAT the equipment to be scrapped is of no useful value to the Authority, and

3. THAT all useable parts have been salvaged, and

4. THAT the amount of \$9,532.28, which represents the original purchase price will be removed from the books of record.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED that this non-expendable equipment shall be removed from the Reading Housing Authority's inventory.

THIS Resolution shall be effective March 23, 2010.

Rev. Belinski introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mr. Nelson De Leon
Mrs. Lillie Mathies
Rev. Steven Belinski
Ms. Mary Beth Hennigan

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5470

RESOLUTION AUTHORIZING THE ADOPTION OF AN
AGREEMENT BY AND BETWEEN THE READING HOUSING
AUTHORITY AND THE INTERNATIONAL UNION OF PAINTERS
AND ALLIED TRADES, AFL-CIO, DISTRICT COUNCIL #71.

WHEREAS, the Reading Housing Authority has a contract with the International Union of Painters and Allied Trades, AFL-CIO, District Council No. 71 ("Union"), which contract expired December 31, 2009.

WHEREAS, the parties have negotiated terms of a new agreement to be effective January 1, 2010;

WHEREAS, a draft of the negotiated changed terms has been submitted to the Authority Board;

WHEREAS, the parties have agreed to the economic terms stated therein;

WHEREAS, the draft language is subject to review and approval by the Union, as well as the Authority Board;

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED that the Board approves the terms of the labor agreement submitted to be effective January 1, 2010.

THIS Resolution shall be effective January 1, 2010.

Rev. Belinski introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mr. Nelson De Leon
Mrs. Lillie Mathies
Rev. Steven Belinski
Ms. Mary Beth Hennigan

Nays: None

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

The following charge-offs were presented for Glenside Homes, Hensler Homes, Oakbrook Homes, Kennedy Towers, Eisenhower Apts., Hubert Apts., Sylvania Homes, and North 11th Street:

CHARGE-OFFS

2	Glenside Homes PA-9-1	\$ 2,291.08
1	Hensler Homes PA -9-2	1,653.35
4	Oakbrook Homes PA-9-3	4,086.67
1	Kennedy Towers PA-9-5	71.10
1	Eisenhower Apts. PA-9-8	187.73
1	Hubert Apts. PA-9-10	376.51
2	Sylvania Homes P-15	2,531.50
1	726 North 11 th Street	727.07
13	Gross Charge-Offs	<u>\$ 11,925.01</u>

RECOVERIES

Glenside PA-9-1	\$ 794.04
Hubert Apts PA-9-10	261.90
Oakbrook Homes PA-9-3	654.79
Kennedy Towers PA-9-5	150.00
Rhodes Apts PA-9-6	60.00
Gross Recoveries	\$ <u>1,920.73</u>
CHARGE-OFFS NET OF RECOVERIES	\$10,004.28
8 Accounts Charged Off Due to Eviction	\$ 7,287.17

Delinquent accounts with an amount of less than \$75.00, of tenants who de cease or leave public housing and enter a nursing home or public health care facility are not to be sent to the collection agency.

All delinquent accounts of Federal Low-Income Housing and Sylvania Homes Middle-Income Housing shall be collected in a manner that is consistent with the applicable Federal Rent Collection Policy.

A motion was made by Rev. Belinski second by Mrs. Mathies to concur with the recommendation to write the potential uncollectible amount off the books. This motion was carried unanimously.

There being no further business to come before the Commissioners, a motion was made by Rev. Belinski and second by Mr. De Leon, 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, April 27, 2010, at 5:00 p.m.

Recording Secretary