

MINUTES OF THE READING HOUSING AUTHORITY

The Regular Meeting of the Reading Housing Authority for the month of May was held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania on May 24, 2011.

Members of the staff attending were as follows: Mr. Daniel F. Luckey, Executive Director; Mr. David C. Talarico, Maintenance Superintendent; Mrs. Audrey L. Wenrich, Administrative Assistant; Mrs. Sherry Ann Sughrim-Fonseca, Comptroller; Mr. George F. Eisenhauer, Purchasing Agent; Gloria J. Guard, Property Manager; Mr. Josh Smith, Property Manager; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mr. Charles K. Huckstep, Administrative Assistant; Mrs. Stacey J. Keppen, Social Services Director; Mr. Frederick Prutzman, Building Construction Inspector; Ms. Diane Young, Social Service Aide 2; Mrs. Cathy Lebron, Social Service Aide 2; Mr. Jack Knockstead, County Caseworker 2; Mrs. Susan M. Rivera, Assistant Section 8 Coordinator and Mrs. Elaine K. Adesso, Executive Secretary. Attorney Edwin Stock, Solicitor for the Authority, Mr. David Kostival, Reading Eagle Reporter, and Barbara Cosme, retired RHA Social Service Aide 2, with family members, were also present.

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

Present: Mr. Steven Belinski
 Mrs. Rebecca Acosta
 Mrs. Lillie Mathies
 Mr. Nelson De Leon

Absent: Mr. Eligio Colon, Jr.

A motion was made by Mrs. Mathies, and second by Mrs. Acosta, approving the minutes of the Regular Monthly Meeting held April 26, 2011. The motion was carried unanimously.

A motion was made by Mrs. Mathies and second by Mrs. Acosta approving the bills as submitted by Mr. Fioravanti for the period of April 16, 2011 to May 13, 2011. The motion was carried unanimously.

The following balances in bank and on account were reported for the month of March 2011:

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$6,531,594.69	\$4,709,894.92	\$268,617.48	\$11,510,107.09
P-4628 General	129,784.68	476,442.80	0.00	606,227.48
P-15 General	4,352.63	995,765.41	74,079.57	1,074,197.61
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	20,210.07	0.00	40,542.22	60,752.29
Total	\$6,685,942.07	\$6,182,103.13	\$383,239.27	\$13,251,284.47

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

The Executive Director submitted the following report:

COMPREHENSIVE GRANT PROJECTS

219 - 2010 Capital Funds – This has been approved by HUD. Most of the funding in this Capital Fund has gone to pay for the kitchens at the High Rises and for the most part has been expended.

220 – 2011 Capital Funds – These funds have been approved and most of the funds will be going to pay for the 504 Department of Justice units that we are obligated to complete. However, we have been working on using our Operating Fund reserves for this and we are working on gathering and submitting information from HUD to agree we can use these funds in this way.

Currently, we are working with HUD staff in headquarters on this and have been submitting the information they are requiring for this program. We can discuss this at the Workshop. However, it appears HUD is amenable to allow RHA to use our funds for this purpose. The emails from HUD Headquarters regarding this program is very encouraging to the point where I am very confident it will be approved and very soon.

Once this is approved, we will then revise our Capital Fund to reprogram work items in the 5 year Agency Plan/Capital Fund. Given the fact HUD will be reducing the Capital Fund by a huge margin, it will be imperative we use our operating reserves to do the handicapped units so we have funding to do some of our Capital needs work. If we did not, I believe all of our Capital Funding for this year would have gone to pay for the handicapped units and no other work items would be done. By using both our Capital Fund and the Operating Reserves, we will be able to generate about two million dollars of work this summer and should help the economy.

We are still gathering information HUD wants in support of our request for participation in this program and as I noted before, we are confident we will be able to do this. I will keep you posted as we move along. This is also noted in the FHEO/DOJ section.

CO-GENERATION PLANT AT GLENSIDE – This project has started and we will be reimbursed for this project when the second phase of the energy savings project is approved. It will be incorporated into the Energy Savings Program. Due to various factors, we could not hold off the construction of this until HUD has approved this second phase. We have been assured by Honeywell it will not create a problem.

In addition, Cummins, the manufacturer of the energy plant at Glenside Homes is working with the United States Department of Energy (DOE) on experimental and/or prototypes of new co-generation and/or gas generators. They are interested in installing a plant at one of our sites. In support of this, a team of their engineers visited RHA to determine the feasibility of including us in the study and hope we are selected in this program.

If RHA is selected, DOE and Cummins will install and operate a co-generation plant. For a short period of time, they will pay for all of the required materials including gas, connections and whatever else it takes to maintain the system. However, once the study is over, they will remove the gas generator and we will be left with the infrastructure, which will make it attractive for us to purchase and install another co-generation unit.

If RHA is selected to participate in this project, we still have to review and evaluate the pros and cons of a project such as this to determine if it will provide us with any benefits as far as energy savings and or usage. If we are, Honeywell and our Energy Consultant will have to evaluate this to determine if it is in RHA interest and or financial interest to participate in this program. We will keep you informed of any developments in this area.

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. Unfortunately, the economic climate has not changed enough whereby people begin to purchase homes again, at least at the same pace as before this all started.

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 that we see a little more interest in the condo's, so we can only hope.

RIVER OAK APARTMENTS – Overall, we are getting River Oak back into both physical and financial shape as we get a handle on the physical need of the development, to put it into the shape and condition we want our units to be in. Additionally, we are looking at increasing the rents in small increments so they begin to reflect the market and or what we feel we can charge as we need more revenue for the work we need to complete. I would rather increase the rents in this way, rather than a huge one time increase. In any case, we need more income from the rents to make this financially feasible.

As the Board can see, our occupancy rate is in good shape and bodes well for the future. We will continue to keep monitoring River Oak to ensure it becomes a success.

YOUTHBUILD PROGRAM – The 2011 YouthBuild program is going very well and the students are doing an excellent job of completing the units. I hope to, as we did last year, have this program operate over the summer. As a program of its own, we can continue to replace the kitchens at River Oak.

I have put this on the agenda so we can discuss this to determine if the Board would like to continue this as a summer project in the same manner as we managed the program last year. The reason is we will be funding the summer program ourselves and would like to know if the Board would like to continue this program for the summer.

Overall, everything is going very well as a number of units have been completed. We may have to figure out another job or construction project for them, so the training keeps moving the length of their program.

CITY OF READING POLICE PATROLS – The Police are working very hard to ensure our developments are well taken care of and hope you agree. We did have an incident at Glenside Homes and it was very unfortunate, but I am happy to announce they have identified the person who committed the crime.

FHEO/DOJ STATUS – Construction of the five Handicapped units will begin some time in the next month or so as we are still in the midst of working out the funding issues with HUD as is noted in other parts of my report. I hope to begin very soon, as I think we are close to meeting all of the requirements to be able to use our operating reserves.

GOOGLE WORKS APARTMENTS – Construction has started and is expected to be completed in April of 2012. Due to RHA's responsibility regarding the building and the Section 8 Vouchers, we are attending the construction meetings as part of our responsibilities.

We also have over twenty people who have expressed interest in an apartment at the Goggleworks. As the Managing Agent, we have sent them letters acknowledging their interest and they should keep their contact information up to date so we will be able to contact them when the times comes for leasing the units. If that is any indication, I do not believe we will have any problems with leasing up these units.

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.

SYLVANIA HOMES ANNUALIZED OCCUPANCY RATE %

2007				2008				2009				2010				2011			
Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept												
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	96.6	96.9	97.3	97.2	97.0		

Sylvania is 97.0% leased up and are doing well in this area.

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 as we go forward.

SECTION 8 ANNUALIZED UTILIZATION (%) RATE

2007				2008				2009				2010				2011			
Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept
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	94.5	93.2	92.1	90.3		

The leasing rate for the last quarter is 90.3%. Please note the waiting list has been exhausted and we have advertised this and have received many applications. However, as we noted before, only 250 were randomly selected and letters which have applications were sent to these people and the first ones to come back were placed on the list.

PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)

2007				2008				2009				2010				2011			
Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept												
97.3	97.5	98.1	98.2	98.3	98.4	98.4	98.4	98.4	98.5	98.6	98.7	98.8	98.8	98.8	98.9	98.8	98.7		

The annualized vacancy rate for the last quarter shows a good leasing rate and translates into vacancy rate of 1.3% 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

2007				2008				2009				2010				2011			
Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept
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	3	2.90	2.80	3	2.6		

The Tar’s are a slightly less this quarter, but we still need to work on this area. 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., are partners in this project. At the moment, this project is starting to move along as RHA has now acquired some properties through Our City Reading.

I do not have any updates on this project. RHA is involved in this project and the first units have been selected. They are 201 North 3rd Street and 331 Elm Street. It will be a while before these units are rehabilitated as they require a lot of work. One thing that has helped the project was the HUD Inspector General visited the City. I believe HUD is still reviewing this project as part of their ongoing responsibilities for monitoring the stimulus monies.

Vacant Unit Report for the Current Month

	Units Scheduled <u>To Be Leased</u>	Unit Accepted By <u>Eligible Applicant</u>	Unit Scheduled <u>Transfer</u>	Unassigned <u>Units</u>	Total Vacant <u>Units</u>
Glenside	4	0	5	1	10
Hensler	1	0	0	0	1
Oakbrook	1	1	0	0	2
Franklin	1	0	0	0	1
Kennedy	1	2	0	0	3
Rhodes	0	1	0	0	1
Eisenhower	0	0	0	0	0
Hubert	0	0	0	0	0
Conventional					
Public Housing	8	4	5	1	18
Scattered Sites	0	0	0	2	2
Sylvania Homes	1	0	1	1	3
River Oak	1	1	0	0	2
726 N. 11 th St.	0	1	0	1	2
Total	10	6	6	5	27

Our current occupancy rate is high at 98.8% for Public Housing and is an excellent occupancy rate for the most part. However, the leasing rate for all of our units we manage (a total of 1800+) units our leasing rate comes to 98.5% In addition, of the 27 vacant units, 10 are scheduled to be leased, 6 have been accepted by applicants and 6 are transfers.

This leaves only one unit that has not been assigned (other than the homeownership units) and staff is in the process of assigning them and maintenance is rehabilitating the units. Please note the transfer units are ones which in most cases are one in which 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 are 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, but as I mentioned before these are required and is the reason we have to do these.

CITY WIDE RESIDENT COUNCIL (CWRC) – I have not heard much of any activity regarding this project, since they were funded and we provided the use of the office space at Kennedy. This does not mean they are not doing anything, as they are an independent organization and do not report to RHA.

MUNICIPAL HEALTH POOL SEMINAR – We are in the midst of finalizing this with Ed Stock as he is reviewing the legal documents and speaking with their Attorney to determine if it is in our interest to move towards this program. Once that decision has been made, we then need to determine when is the best time to move to this program and/or the financial and programmatic benefits of how and when to transition to this program.

To date, there are pluses and minuses for waiting till our renewal and or changing right away. This includes the issue with deductibles and other related things that affect both RHA and our individual employees and we want to minimize the impact upon both.

As I noted before, Ed Stock is reviewing the documents and we will be able to determine when and if we want to take advantage of this program. I have included a Board Resolution for this month as we may want to take advantage of the savings immediately rather than later. But until everything has been completed and/or reviewed we will not get the pricing for the health care.

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	156	01/09	24-30 months	N/A	N/A
One Bedroom-Family/Elderly	226	04/09	24-30 months	8	N/A
Two Bedroom Family	170	09/08	24-30 months	16	5
Three Bedroom Family	123	06/08	36 months	8	11
Four Bedroom Family	34	08/07	3-6 months	10	N/A
Five Bedroom Family	12	05/11	1-2 months	N/A	N/A
<u>Total</u>	721			42	16

O BR/1 BR, 2 BR & 4 BR waiting lists opened from May 6th to May 20th. Applications are currently being entered into the computer system.

ENERGY SAVINGS PROGRAM WITH HONEYWELL – The second phase of the Energy Saving Program initiative with Honeywell has been or is in the process of being submitted to HUD for their review and approval. In the second phase of the Energy Savings Program, we hope to include some or all of the following work items: new doors at Oakbrook, new cameras at all of our developments, the cogeneration at Glenside, site lighting, HVAC controls at various development and other items as the energy savings are identified and incorporated into the work items.

RHA PAINTING PROGRAM – RHA has again instituted a Painting Program whereby we will paint occupied units. This was stopped for a while as we were focusing on other areas. However, residents were asking when we would be painting their units and as a result we decided to begin painting occupied units.

MEETINGS

- Workforce Investment Board Meeting.

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

The following Resolution was read and considered:

RESOLUTION NO. 5553

RESOLUTION ACKNOWLEDGING BARBARA M. COSME’S
THIRTY-ONE PLUS [31+] YEARS OF EMPLOYMENT BY
THE READING HOUSING AUTHORITY.

WHEREAS, Barbara M. Cosme was employed by the Reading Housing Authority for thirty-one plus [31+] years. Her tenure of service began July 2, 1979, as a Human Services Aide. Her retirement from the position of County Social Services Aide 2 shall be effective April 15, 2011.

BE IT RESOLVED AND IT HEREBY IS RESOLVED that the Reading Housing Authority acknowledges with gratitude and appreciation Barbara M. Cosme’s thirty-one plus [31+] years of employment.

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
Mrs. Rebecca Acosta
Mr. Steven 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. 5554

RESOLUTION ACKNOWLEDGING WILFRED BURDEN'S
THIRTEEN PLUS [13+] YEARS OF EMPLOYMENT BY
THE READING HOUSING AUTHORITY.

WHEREAS, Wilfred Burden was employed by the Reading Housing Authority for thirteen plus [13+] years. His tenure of service began September 2, 1997, as a Laborer. His retirement from the position of Maintenance Mechanic shall be effective May 6, 2011.

BE IT RESOLVED AND IT HEREBY IS RESOLVED that the Reading Housing Authority acknowledges with gratitude and appreciation Wilfred Burden's thirteen plus [13+] years of employment.

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
Mrs. Rebecca Acosta
Mr. Steven 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. 5555

RESOLUTION AUTHORIZING THE HIRING
OF A FISCAL ASSISTANT.

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

1. THAT Renee H. Draugelis be hired as a Fiscal Assistant at an hourly rate of \$19.30, 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 May 11, 2011.

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: Mr. Nelson De Leon
Mrs. Lillie Mathies
Mrs. Rebecca Acosta
Mr. Steven 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. 5556

RESOLUTION AWARDING THE
STOKES STITT MEMORIAL SCHOLARSHIP.

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

THAT the Stokes Stitt Memorial Scholarship be awarded to Mariuxi Arrieta (Oakbrook Homes), resident of the Reading Housing Authority, for the 2011-2012 academic year. The Stokes Stitt Memorial Scholarship is for a maximum of \$2,000.00 per year for each student.

THIS Resolution shall be effective May 24, 2011.

Mrs. Acosta 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
Mrs. Rebecca Acosta
Mr. Steven 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. 5557

RESOLUTION APPROVING TRAVEL TO LOUISVILLE, KY,
TO ATTEND NAHRO'S 2011 SUMMER CONFERENCE
TO BE HELD JULY 28-30, 2011.

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

1. THAT approval be given to Rebecca Acosta for travel to Louisville, KY, to attend NAHRO's 2011 Summer Conference to be held July 28-30, 2011.

2. THIS Resolution shall be effective May 24, 2011.

Mr. De Leon 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
Mrs. Rebecca Acosta
Mr. Steven 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. 5558

RESOLUTION APPROVING THE PUBLIC HOUSING
ASSESSMENT SYSTEM CERTIFICATION.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Commissioners of the Reading Housing Authority that the Public Housing Assessment System [PHAS] Certification for fiscal year ending March 31, 2011 is hereby approved.

THIS Resolution shall be effective May 24, 2011.

Mr. De Leon 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
Mrs. Rebecca Acosta
Mr. Steven 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. 5559

RESOLUTION APPROVING THE SECTION EIGHT
MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Commissioners of the Reading Housing Authority that the Section Eight Management Assessment Program [SEMAP] Certification for fiscal year ending March 31, 2011 is hereby approved.

THIS Resolution shall be effective May 24, 2011.

Mr. De Leon 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
Mrs. Rebecca Acosta
Mr. Steven 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. 5560

RESOLUTION APPROVING THE TERMS AND AUTHORIZING
THE EXECUTION OF A CONTRACT WITH SOLUTION CONCRETE, INC.,
FOR CONCRETE REPLACEMENT AT VARIOUS RHA LOCATIONS.

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

1. THAT the terms of the Contract with Solution Concrete, Inc., (Reading, PA) for concrete replacement at various RHA locations, 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 \$92,226.00 is the lowest acceptable bid and has been reviewed and approved by the Solicitor.

3. This Resolution shall be effective May 24, 2011.

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
Mrs. Rebecca Acosta
Mr. Steven 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. 5561

RESOLUTION APPROVING THE FYE MARCH 31, 2012, CONTRACT W-66
OPERATING BUDGETS, SAID BUDGETS HAVING BEEN EXAMINED AND
APPROVED BY THE BOARD OF COMMISSIONERS.

WHEREAS, the Reading Housing Authority's Contract W-66 Operating Budgets' total expenditure, for Asset Management Projects (AMP's), 10-Glenside, 11-Hensler, 20-Oakbrook, 30-High Rises and 40-Scattered Sites, for the fiscal year beginning April 1, 2011, and ending March 31, 2012, shall not exceed the amount of \$10,535,906.00 have been reviewed by the Board of Commissioners of the Reading Housing Authority.

WHEREAS, the Board of Commissioners has determined, with regard to said budget, that;

[1] All regulatory and statutory requirements have been met;

[2] The PHA has sufficient operating reserves to meet the working capital needs of its developments;

[3] Proposed budget expenditures are necessary in the efficient and economical operation of the housing authority for the purpose of serving low-income residents;

[4] The budget indicates a source of funds adequate to cover all proposed expenditures;

[5] The calculation of eligibility for Federal funding is in accordance with the provisions of the regulations;

[6] All proposed rental charges and expenditures will be consistent with provisions of law;

[7] The PHA/IHA will comply with the wage rate requirements under 24 CFR 968.110(e) and (f) or 24 CFR 905.120(c) and (d);

[8] The PHA/IHA will comply with the requirements of access to records and audits under 24 CFR 968.110(I) or 24 CFR 905.120(g);

[9] The PHA/IHA will comply with the requirements for the re-examination of family income and composition under 24 CFR 960.209, 990.115 and 905.315; and

[10] The PHA/IHA will comply with the requirements for certification of Housing Manager and Assisted Housing Manager positions (24 CFR 967.304 and 967.305).

THEREFORE, the Operating Budgets for AMP's, Contract W-66 for the FYE March 31, 2011, are hereby approved.

THIS Resolution shall be effective April 1, 2011.

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: Mr. Nelson De Leon
Mrs. Lillie Mathies
Mrs. Rebecca Acosta
Mr. Steven 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. 5562

RESOLUTION AUTHORIZING THE PARTICIPATION OF
THE READING HOUSING AUTHORITY IN THE
DELAWARE VALLEY HEALTH INSURANCE TRUST (DVHIT)
IN ACCORDANCE WITH THE PENNSYLVANIA
INTERGOVERNMENTAL COOPERATION LAW.

The Board of Directors of the Reading Housing Authority, Berks County, Pennsylvania does hereby resolve as follows:

Section 1. That the Executive Director of the Reading Housing Authority (herein after the "Authority") is hereby authorized to execute the Delaware Valley Health Insurance Trust Agreement for the participation of the Authority in the Delaware Valley Health Insurance Trust, which Agreement is attached hereto as Exhibit "A" and is on file for inspection and review at the offices of the Authority, 400 Hancock Boulevard, Reading, Pennsylvania. This Agreement may be subsequently modified or amended but in no event shall such amendments or modifications materially adversely affect the right of the Reading Housing Authority to participate in the Delaware Valley Health Insurance Trust.

Section 2. That the participation of the Authority in the Delaware Valley Health Insurance Trust is authorized for the purpose of obtaining quality health benefits at reasonable costs to the Reading Housing Authority and its employees.

Section 3. As set forth in the Delaware Valley Health Insurance Trust Agreement, the following conditions, among others, apply to the participation of the Authority in the Delaware Valley Health Insurance Trust:

- a) That each participant satisfies all eligibility and admission requirements for membership in the Trust.
- b) That each participant pledges and agrees to appropriate funds to pay all its annual contributions and assessments when due as provided in the Trust Agreement and any By-Laws thereafter adopted by the Trust;
- c) That each participant uses its best efforts to provide appropriations for the payment of any contributions required to achieve the purposes and objectives of the Trust;
- d) That each participant cooperates fully in achieving the purposes and objectives of the Trust;
- e) That each participant complies with all other conditions of the Agreement.

Section 4. That the Authority agrees to participate in the Delaware Valley Health Insurance Trust for a minimum period of two (2) years and thereafter may withdraw for any reason whatsoever provided that it has fulfilled all of its financial obligations to the Trust upon withdrawal.

Section 5. The effective date of the participation of the Authority in the Delaware Valley Health Insurance Trust will be on or before January 1, 2012.

Section 6. Each participant delegates to the Board of Trustees of the Delaware Valley Health Insurance Trust the powers enumerated in the Trust Agreement.

Section 7. All contributions paid by the Authority shall be made with funds appropriated by the Authority for that purpose.

Section 8. The organizational structure of the Trust shall consist of a Board of Trustees and Executive Committee selected by the Board of Trustees in accordance with the Trust Agreement.

Section 9. The funds required for the operation of the Trust shall be provided by the participant through annual appropriations.

Section 10. The Delaware Valley Health Insurance Trust is empowered to enter into contracts for policies of group insurance and employee benefits, including social security, for any of its employees.

Section 11. As a condition of participating in the Delaware Valley Health Insurance Trust, the Authority agrees to comply with all the terms and conditions in the attached Trust Agreement.

Section 12. This Resolution is being adopted pursuant to the Pennsylvania Intergovernmental Cooperation Law.

Section 13. All other Resolutions or any part thereof, insofar as they are inconsistent with this Resolution, are hereby repealed.

THIS Resolution shall be effective May 24, 2011.

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
Mrs. Rebecca Acosta
Mr. Steven 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. 5563

RESOLUTION AUTHORIZING THE READING HOUSING AUTHORITY TO
UNDERTAKE FINANCING OF ACQUISITION OF LAND AND CONSTRUCTION
OF PUBLIC RESIDENTIAL DISABLED-ACCESSIBLE HOUSING
AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER
INTO ANY AND ALL NECESSARY DOCUMENTS
TO EFFECT AND CARRY OUT SAID PROJECT.

WHEREAS, the READING HOUSING AUTHORITY (the "Authority") has been incorporated under and is governed by the Pennsylvania Housing Authorities Law, approved May 28, 1937, P.L. 955, as amended and supplemented (the "Act"); and

WHEREAS, the Authority desires to enter into a series of transactions, which include but are not limited to the acquisition, financing, construction, management, and leasing of five (5) disabled-accessible apartments on land to be acquired, for this specific purpose, by the Authority, from its "Sylvania" property (collectively, this series of transactions and project hereinafter shall be referred to as the "Project"); and

WHEREAS, the Authority desires to enter into a specific Operating Fund Financing Program ("OFFP") transaction, whereby the Authority's "Sylvania Homes" account, which does not contain public housing funding provided by the United States Government (the "Lending Account"), shall loan to the Authority the necessary funding to complete the Project, which loan shall be formally documented and approved by the United States Department of Housing and Urban Development;

WHEREAS, the Authority shall repay all loan debt for the Project with funding drawn from the Authority's operating funds;

NOW, THEREFORE, BE IT RESOLVED by the Board of this Authority, as follows:

1. The Authority shall enter into and undertake a loan transaction from the Lending Account to an account managed by the Authority for the explicit purpose(s) of carrying out the acquisition and construction of the Project, and related costs thereto, in an amount not to exceed One Million Two Hundred Thousand Dollars

(\$1,200,000.00).

2. The Authority shall secure all debt obligations incurred as part of the loan transaction by providing a security interest, if necessary, in certain assets of the Authority.
3. The Executive Director of the Authority is authorized to sign any and all documents necessary in connection with the Project and the accompanying loan transaction(s).
4. In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, such invalidity shall not effect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of this Board that such remainder shall be and shall remain in full force and effect.
5. All resolutions or parts of resolutions, insofar as the same shall be inconsistent herewith, shall be and the same expressly are hereby repealed.
6. All documents related to the above are subject to the review and approval of the Solicitor.
7. This Resolution shall become effective immediately.

Mr. De Leon 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
Mrs. Rebecca Acosta
Mr. Steven 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 Mr. De Leon and second by Mrs. Acosta, to adjourn the meeting. The motion was carried unanimously.

The next regular meeting of the Reading Housing Authority is scheduled to be held at George M. Rhodes Apartments, 815 Franklin Street, Reading, Pennsylvania, on Tuesday, June 28, 2011, at 5:00 p.m.

Recording Secretary