

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 25, 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; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mr. Charles Huckstep, Administrative Assistant; Mrs. Carolyn Bower, Section 8 Coordinator; Mrs. Stacey J. Keppen, Social Services Director; Mr. Frederick Prutzman, Building Construction Inspector; Mr. David Chlebowski, Computer Systems Analyst; Mr. Jack Knockstead, County Caseworker; Mrs. Grisel Saez, County Caseworker and Mrs. Elaine K. Adesso, Executive Secretary. Attorney Edwin L. Stock, Solicitor for the Authority and Mr. Valdis Lacis, Reading Eagle Reporter were also present.

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

Present:           Rev. Steven Belinski  
                      Mrs. Lillie Mathies  
                      Mr. Nelson De Leon  
                      Mr. Eligio Colon, Jr.  
                      Mrs. Rebecca Acosta

Absent:           None

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

A motion was made by Mr. De Leon, and second by Mr. Colon, approving the minutes of the Regular Monthly Meeting held April 27, 2010. The motion was carried unanimously.

A motion was made by Mr. Colon, and second by Mrs. Mathies approving the bills as submitted by Mr. Fioravanti for the period of April 16, 2010 to May 14, 2010. The motion was carried unanimously.

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

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$3,204,927.63	\$6,474,561.36	\$265,417.48	\$9,944,906.47
P-4628 General	226,803.54	99,000.00	.00	325,803.54
P-15 General	2,950.02	497,065.99	72,179.57	572,195.58
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	3,999.32	0.00	40,433.25	44,432.57
Total	\$3,438,680.51	\$ 7,070,627.35	\$378,030.30	\$10,887,338.16

A motion was made by Mrs. Mathies and second by Mrs. Acosta that the Treasurer's Report 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, the last work item from this funding, has been completed as of April 2010.

**B. 218 – 2009 Capital Funds** – This allocation is being spent and the funds are sufficient to complete this entire project, The Glenside Exterior and the Oakbrook and Glenside Administration Buildings are nearing completion.

**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 had been told these were eligible work items.

I am working on a letter to HUD regarding this. It will inform them we have everything in our contract that is necessary and they should not hold up any more payments for the Police contracts. One of the issues HUD determined was the Police contract had expired, which was or is not true as we have by Board resolution extended the contract. Given this circumstance, it is my opinion that HUD had mistakenly withheld payments and we will be working on having that changed.

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

In addition to this issue, HUD has informed me that we will not be able to use the 1.5 million dollars we intended to use for the kitchen rehabilitation, as it has been determined that an HA cannot use operating funds for capital work. This is a result of the regulatory changes regarding the establishment of both the Capital Fund and the Operating Fund under QHWRA (Quality Housing and Work Responsibility Act of 1998) and one of HUD's General Counsels determined we cannot use these funds for this work.

However, the same regulation says that a PHA can borrow from the operating fund. "The costs of repaying, together with rent contributions, debt incurred to finance the rehabilitation and development of public housing units, which shall be subject to such reasonable requirements as the Secretary may establish."

I think the best way to manage this situation is to "borrow" the funds to pay for the cost of the kitchens and then repay it from the operating fund which should satisfy the requirement. Currently, we have funds in our Central Office that could cover our funding requirements and once we have paid for the rehabilitation, we will make a payment in some way, shape, or form to repay the funds from the operating funds. While it sounds a little silly that you can borrow the money and repay it, but you can not use the money directly to do the same work.

Unfortunately, HUD seems to feel that this is the methodology one needs to use to avoid issues with HUD on this and believes it is the best way to deal with our situation.

**CO-GENERATION PLANT AT GLENSIDE** – RHA has worked with the Engineering firm and have come up with some scenarios regarding this project. It has been determined that a Gas Engine 335 kw will be the most cost effective of providing for our needs and will give a payback for the entire project of three years. In addition, the carbon footprint will be halved if this is implemented and another reason for RHA to do this.

The way this type of program typically works during the off peak hours, most electric is generated with Coal/Nuclear and is very cost effective. However, when you get to the peak hours of electric usage the costs go higher and is the time when we would be generating electric for our developments. At the same time, the waste heat will be used to heat the units and hot water and therein is the cogeneration of electric and heat.

This project had not been moving and we now have this project moving along so we are able to meet our deadlines for the obligation and expenditure of these funds. In addition, we will also be looking at the feasibility of this type of project at our High Rises as we think they might be good candidates for this type of program. The reason for this is the heating aspects of a system might be cost effective for Rhodes and Eisenhower and we would like to research this further to determine if it is.

**2009 AGENCY PLAN** – This Capital Fund is being used in conjunction with the stimulus monies.

**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 has increased and feel we are finally getting this project moving in the right direction. In regards to the Reading Area Water Authority (RAWA) pumping station, we were to have been paid since the signing of the leasing agreement with RAWA. Unfortunately, I was remiss in making sure we were being paid for the use of the area. As a result, a bill was prepared and submitted to RAWA for payment. We have set up or are in the midst of an account, so a bill will be submitted on a monthly basis.

Overall the leasing rate for this project is moving along very well, as we have attained 100% lease up at this time. We hope this project will begin to pay the monies we have borrowed from our other sources.

**YOUTHBUILD PROGRAM** – This program is back on track and they are doing an excellent job despite the slow start and the loss of the original supervisor. The new supervisor, along with RHA staff was able to get this program up and running right away. Just recently we found out the program closes down for the summer and we have acquired materials expecting it to run through the summer.

It is also sad to have the program stop at the point where the attendees were really getting it and doing a good job as it will take awhile to mobilize when they start the program. We have asked if they can continue the program in some way, shape or form during the summer so we can not only get some kitchens done, but the kids will remain motivated and working. We are exploring all possibilities.

**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.

I am still unsure as to what if any issues HUD may have regarding the City of Reading Police and in support of that I submitted a “Sole Source Declaration” to HUD stating the City of Police being the only entity legally able to provide these services within the City limits, so we will be contracting them for these services. In support of this, I will be sending a letter to HUD informing them we did have a valid contract (HUD said we did not have a valid contract as the one they saw was expired, but we did not send them the Board resolutions approving the monies for the contract) and they were or had been extended via the Board resolutions. I have high hopes this issue will be resolved soon.

I had a meeting with the Chief and the Deputy Chief to talk about our program and they are happy with the progress of the program. However, they did mention that we were not paying as much as we should towards the cost of the Officers and we will be paying more in the future. I will be getting back to them on this.

Interestingly enough, there has been some discussion by Congress to revive the Drug Elimination program and would make this issue a moot point if that occurs, but it won't have an effect on resolving this issue at the moment.

**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 will soon be submitting our development plan to HUD and will also share it with the Department of Justice so they are aware of our progress in this project. One of the main reasons for this is if the approval is held up by HUD, we do not want to be penalized for our 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, but do expect it to occur some time soon in May or June.

As always, we are hopeful the closing will be soon so construction can begin and have every expectation it will take place in the very near future. I will keep you informed of any new developments and perhaps Ed Stock will have new information regarding a possible closing date and time.

**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.

**525 LANCASTER AVE BUILDING** – I spoke with Adam Mukerji of the Reading Redevelopment Authority (RRA) and he has some ideas on how to use Build America Bonds (BAB) to rehab this building, with apartments on the top floors and commercial space on the first floor. I asked him to come to the Board meeting and explain his concept. But due to another appointment, he is unable to attend. I will do my best to explain the idea.

This property was scheduled to be rehabilitated until the credit market fell apart and the owner was unable to put together another funding source for this project when his credit was cut off due to this. Once that occurred, the construction plan for this building was no longer feasible. Since that time, it has become an eyesore as anyone can see by its present condition. It is on the Blighted Property Review Committees list of Blighted properties and could soon be declared blighted.

The declaration of a blighted property means the Redevelopment Authority can possibly take this property by eminent domain and dispose of it as it sees fit or acquire it through a friendly sale. In any case, something needs to be done to this building sooner than later.

Given these circumstances, Adam believes that by using BAB, we could very well be able to rehabilitate the building and turn it into a combination of rental and retail units, making it a positive force in the neighborhood. I thought I would present this opportunity to the Board before I go any further with this project and collaborate with the RRA.

**214 North 2<sup>nd</sup> Street** – A few months ago, this previous homeownership unit was in foreclosure. We purchased/paid off the mortgage from the bank through a deed in lieu of foreclosure process. Based on the banks involvement in the homeownership program, they would have lost money on this if we did not work with them. We then rehabbed the unit and put it back on the market. I am happy to report that we had two offers on the unit within two days of it being on the market. It is expected to close in the next two months.

I believe this bodes well for the NSP program as it is in one of the NSP target areas and would have been a candidate for the program. We were just a little early.

**SYLVANIA HOMES ANNUALIZED OCCUPANCY RATE %**

2005	2006			2007			2008			2009			2010						
Jun	Sep	Dec	Mar	June	Sept	Dec	Mar	Jun	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	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			2010						
June	Sept	Dec	Mar	June	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	94.5

The leasing rate for the last quarter is 94.5%. 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 that 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. To date, there has not been any change in the status of this item.

**PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)**

2005		2006			2007			2008			2009			2010					
June	Sept	Dec	Mar	June	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	98.4	98.5	98.6	98.7	98.8	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			2010					
Jun	Sept	Dec	Mar	June	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	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 partners in this project along with Our City Reading, Inc. I have had discussions regarding this project and despite what was mentioned, the NSP program is not as ready to go. Only recently, as of last week, the funding source was opened so that monies could be drawn down.

There is a meeting scheduled with Our City Reading and us to discuss the strategy on how we were and are going to acquire the houses. It should give us a clearer picture, once this step in the project has been completed.

**Vacant Unit Report as of May 18, 2010**

	Units Scheduled	Unit Accepted By	Unit Scheduled	Unassigned	Total Vacant
	<u>To Be Leased</u>	<u>Eligible Applicant</u>	<u>Transfer</u>	<u>Units</u>	<u>Units</u>
Glenside	0	0	2	0	2
Hensler	0	0	0	1	1
Oakbrook	2	0	1	1	4
Franklin	0	0	0	0	0
Kennedy	0	1	0	0	1
Rhodes	0	0	0	0	0
Eisenhower	0	2	0	0	2
Hubert	0	0	0	0	0
<b>Total</b>					
Conventional Public Housing	2	3	3	2	10
Scattered Sites	0	0	0	2	2
Sylvania Homes	0	1	2	1	4
River Oak	0	0	0	0	0
726 N. 11 <sup>th</sup> Street	0	0	0	1	1
<b>Total</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>17</b>

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 99.067%. In addition, of the 17 vacant units, 2 are scheduled to be leased, 3 have been accepted by an applicant and 3 are transfers. This leaves a total of 6 units that have not been assigned and staff is in the process of assigning them.

Staff 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, though it might only be for a very short time.

**PUBLIC HOUSING/SYLVANIA HOMES WAITING LIST STATUS**

<b><u>Bedroom Size</u></b>	<b><u>P/H</u></b>	<b><u>Contacting</u></b>	<b><u>Waiting Period</u></b>	<b><u>Sylvania</u></b>	<b><u>River Oak</u></b>
Studio	409	07/08	16 to 24 months	N/A	N/A
One Bedroom-Family/Elderly	401	09/08	16 to 24 months	6	N/A
Two Bedroom Family	184	01/08	16 months	23	6
Three Bedroom Family	201	01/08	24 months	13	12
Four Bedroom Family	17	06/07	24 months	6	N/A
Five Bedroom Family	14	10/09	12 months	N/A	N/A
<b><u>Total</u></b>	1226			48	18

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.

**HUD REVIEWS** – As part of the stimulus funding, HUD is sending staff to review the ways in which we have handled the stimulus monies and Public Housing has closed all of their findings or issues.

At the moment HUD Labor Review response was sent down and we are waiting for a reply and there were issues in which Whitney Rahman and Otto Hetzel participated in developing a response and we are awaiting a reply.

**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 plans to visit the Reading Housing Authority in the summer. I will keep the Board informed of the exact time and date.

**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 has not been any change in the status of this project.

**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. They have been and are a positive force in helping us make our developments a safer and a better place to live.

To date, we have not received the requested budget.

**STERLING FINANCIAL ADVISORS, LLC**- RHA was approached by Sterling Financial Advisors LLC concerning the management and/or help employees plan their retirement. During the discussion, it was determined or thought Sterling might be able to help employees manage their retirement funds.

The current manager or holder of the funds does not and cannot provide our employees with financial advice on how to manage their funds to maximize returns. This we felt was/is a shortcoming of our retirement program and an issue that should be addressed. Following many discussions, Sterling and our current manager of the funds were able to come together and partner. With this partnership, RHA employees now have access to someone who can provide financial advice. Everything remains the same except, they now have access to a financial advisor on an individual basis at no additional cost to either RHA or the employee.

It was a long and drawn out process for us to reach this point. I asked them to do a short presentation on what they offer. They will be doing the same for the employees in the near future. I should add that Sterling is a subsidiary of Reinsel, Kuntz and Leshner, a local firm. I believe this will be beneficial to our employees.

**STOKES STITT SCHOLARSHIPS** – RHA received many applications for the Stokes Stitt Scholarship and two were selected for this year’s award. They are Raquel Echevarria from Oakbrook and Jissandra Rodriguez from Glenside. They will be attending the meeting.

**MEETINGS:**

- Berks County Homeless Coalition.

Rev. Belinski asked what the status was on the Neighborhood Stabilization Program (NSP). Mr. Luckey replied that he had a meeting with Garreth Donley, Building Director for Our City Reading. There is a list of the potential blighted properties for rehab. Also, fifteen neighborhood banks will be sharing their list of foreclosures in the NSP area, which is north of Walnut Street. There is a 5 million dollar grant that will be received to rehab units. There will be no cost to the Authority. There is a meeting scheduled with Our City Reading and the City of Reading, who is the lead agency, to discuss the strategy on how this program will work and what RHA’s commitment will be.

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

The following Resolution was read and considered:

RESOLUTION NO. 5476

RESOLUTION AUTHORIZING THE HIRING  
OF A MANAGEMENT AIDE.

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

1. THAT Elizabeth L. Roman-Torres 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 May 17, 2010.

Mr. Colon 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. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5477

RESOLUTION APPROVING TRAVEL TO BOSTON, MA,  
TO ATTEND NAHRO'S 2010 SUMMER CONFERENCE  
TO BE HELD JULY 22-24, 2010.

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

1. THAT approval be given to Nelson De Leon and Eligio Colon, Jr. for travel to Boston, MA, to attend NAHRO's 2010 Summer Conference to be held July 22-24, 2010.
2. THIS Resolution shall be effective May 25, 2010.

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. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5478

RESOLUTION APPROVING CHANGE ORDER NO. 3 TO  
THE CONTRACT WITH SIMERAL CONSTRUCTION COMPANY.

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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. 3 submitted by Simeral Construction Company (Lititz, PA), in the amount of \$12,313.03.

**Description of Change:**

- Cost and time required to “Abate” the wall gypsum in the Kennedy Building as identified in the EHC Summary; also included is a credit for the reduced work of the electrical trade. \$41,081.54
- Additional asbestos abatement as it relates to waste. This includes the gypsum bagging and disposal for the Franklin and Kennedy Buildings. \$ 4,697.15
- Credit to change the feeder wire within the Rhodes and Eisenhower Buildings from the specified copper to aluminum. (\$33,465.66)

**Statement of Justification:** All items and quantities have been negotiated and verified by Kautter & Kelley Architects and RHA.

Simeral Construction Company is the General Contractor providing kitchen renovations at all the High Rises.

2. THIS Resolution shall be effective May 25, 2010.

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: Mrs. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5479

RESOLUTION APPROVING CHANGE ORDER NO. 3 TO  
THE CONTRACT WITH REDSTONE COMPANY.

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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. 3 submitted by Redstone Company (Wyomissing, PA), in the amount of \$226.00.

**Description of Change:**

- Provide labor, materials, tools, and equipment to complete the removal and replacement of the additional sidewalks located at both ends of the new sidewalk (approximately 10' x 8' 6" at each end) and to also remove the old telephone booth concrete pad only. \$2,876.00
- At Glenside Administration Building & Oakbrook Administration Building, pass-through of credit from cabinet manufacturer for Manufacturer's staining cabinets for three (3) kitchenettes #1212 Bridgestone instead of #2226 Cherry. (\$2,650.00)

**Statement of Justification:** The additional concrete is being provided at the request of RHA, extending the walks will allow for a more gradual slope along the handicap ramp areas.

Redstone Company is the General Contractor providing exterior renovations at the Glenside Homes and interior renovations at the Glenside and Oakbrook Administration Buildings (Phase IV).

2. THIS Resolution shall be effective May 25, 2010.

Mr. Colon 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. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

**RESOLUTION NO. 5480**

**RESOLUTION AUTHORIZING THE DISPOSITION  
OF NON-EXPENDABLE EQUIPMENT.**

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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>Kennedy Towers (PA-9-5)</u>	<u>DECAL</u>	<u>COST</u>	<u>PURCHASED</u>
Walk-Behind Snow Blower (John Deere)	F9294	\$1,000.00	10/88
Walk-Behind Snow Blower (John Deere)	F9796	\$1,050.00	10/91

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 \$2,050.00, which represents the total of the original purchase prices, 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 May 25, 2010.

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

Ayes: Mrs. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5481

RESOLUTION AUTHORIZING THE EXECUTION OF AN  
AGREEMENT WITH THE OLIVET BOYS & GIRLS CLUB<sub>2</sub>

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WHEREAS, RHA desires to enter into an agreement in an amount, not to exceed \$175,855.00, with the Olivet Boys & Girls Club to provide youth services to RHA and their residents. This agreement shall provide for summer camp/summer program services and after-school/academic year programs for youth residents of Oakbrook and Glenside Homes.

WHEREAS, the Olivet Boys & Girls Club is agreeable to providing youth services to RHA and their residents.

SO, BE IT RESOLVED AND IT HEREBY IS RESOLVED that the execution of said agreement is hereby approved.

THIS Resolution shall be effective June 1, 2010.

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

Ayes: Mrs. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5482

RESOLUTION AWARDING THE  
STOKES STITT MEMORIAL SCHOLARSHIP.

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

THAT the Stokes Stitt Memorial Scholarship be awarded to Raquel Echevarria (Oakbrook Homes) and Jissandra Rodriguez (Glenside Homes), residents of the Reading Housing Authority, for the 2010-2011 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 25, 2010.

Mr. Colon 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: Mrs. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5483

RESOLUTION APPROVING THE PUBLIC HOUSING  
ASSESSMENT SYSTEM CERTIFICATION.

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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, 2010 is hereby approved.

THIS Resolution shall be effective May 25, 2010.

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

Ayes: Mrs. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5484

RESOLUTION APPROVING THE SECTION EIGHT  
MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION.

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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, 2010 is hereby approved.

THIS Resolution shall be effective May 25, 2010.

Mr. Colon 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. Rebecca Acosta  
Mr. Eligio Colon, Jr.  
Mr. Nelson De Leon  
Mrs. Lillie Mathies  
Rev. Steven Belinski

Nays: None

The Chairwoman 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. Colon 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 George M. Rhodes Apartments, 815 Franklin Street, Reading, Pennsylvania on Tuesday, June 22, 2010, at 5:00 p.m.

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Recording Secretary

