

2/10/14

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 Tuesday, May 28, 2013.

Members of the staff attending were as follows: Mr. Daniel F. Luckey, Executive Director; Mr. Ronald J. Fioravanti, Deputy Executive Director; Mr. David C. Talarico, Maintenance Superintendent; Mrs. Audrey L. Wenrich, Administrative Assistant; Ms. Sherryann I. Fonseca, Comptroller; Mr. George F. Eisenhauer, Purchasing Agent; Ms. Gloria J. Guard, Property Manager; Mr. Josh K. Smith, Property Manager; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mr. Charles K. Huckstep, Administrative Assistant; Mrs. Carolyn K. Bower, Section 8 Coordinator; Mrs. Stacey J. Keppen, Social Services Director; Mr. John E. Knockstead, County Caseworker 2; Mrs. Grisel E. Saez, County Caseworker 2; Mrs. Yasaira Modeste, Clerk Typist 2; Mr. Thomas Stianche, Assistant Property Manager; Mrs. Marilyn Guzman, Clerk Typist 2 and Ms. Janice M. Eickhoff, Clerk Typist 3. Attorney Ed Stock, Solicitor for the Authority; Mr. Valdis Laxis, Reading Eagle Reporter and Mr. Adrian Perez, Stokes Stitt Scholarship Recipient were also present.

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

Present: Mr. Steven E. Belinski
Mrs. Lillie L. Mathies (by phone)
Mr. Eligio C. Colon, Jr.

Absent: Mrs. Rebecca Acosta
Mr. Nelson A. DeLeon

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

A motion was made by Mr. Colon and second by Mrs. Mathies approving the minutes of the regular monthly meeting held April 23, 2013. The motion was carried unanimously.

A motion was made by Mr. Colon and second by Mrs. Mathies approving the bills as submitted by Ms. Fonseca for the period of April 1, 2013 to April 30, 2013. The motion was carried unanimously.

The following balances in bank and on account were reported for the month of April 2013.

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$4,421,430.93	\$3,541,584.82	\$310,117.80	\$ 8,273,133.55
P-4628 General	168,071.11	99,000.00	0.00	267,071.11
P-15 General	202,387.56	1,284,366.39	77,215.56	1,563,969.51
Payroll	0.00	358,758.84	(358,758.84)	0.00
River Oak Apts.	7,156.65	0.00	42,843.85	50,000.50
Total	\$4,799,046.25	\$5,283,710.05	\$71,418.37	\$10,154,174.67

A motion was made by Mr. Colon 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

222-2013 CAPITAL FUND – This is in the Agency Plan and is now at HUD for review and approval. Preliminary indications from HUD show it should be approved soon. Then we await the amount of the Capital Fund from them and then we must revise the budget to reflect the actual Capital Fund amount. Preliminary indications are that it will be 25% less than what we have been allocated in the past which will put it at about 1.8 million.

Given the tight fiscal climate we do not expect it to be any higher and could be less. This will more than likely reduce the number of work items we will be able to do over the coming year. In any case, we will await the actual number.

RIVER OAK APARTMENTS – The occupancy rate at River Oak is good. There are about 12 people on the waiting list for a unit so we should be able to rent the three unassigned units when they have been readied for occupancy. According to our Tenant Placement they have some good candidates for these units and expect to fill them very soon.

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

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

SHELTER PLUS CARE PROGRAM – RHA was notified our Fiscal Year 2012 Shelter Plus Care grant was selected for funding in the amount of \$253,872. The Shelter Plus Care grant was originally funded in 2007 and is a part of the local Continuum of Care program. The Continuum of Care program is overseen by the Berks Coalition to End Homelessness and the Section 8 Vouchers are provided to individuals who are chronically homeless, have mental and or substance abuse disorders and are receiving treatment for these problems. The Shelter Plus Care Vouchers in conjunction with the treatment to prevent future episodes of Homelessness.

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

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

SYLVANIA HOMES ANNUALIZED OCCUPANCY RATE %

2008				2009				2010				2011				2012				2013			
Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	June	Sept	Dec	Mar		
94.0	93.8	94.9	96.2	97.8	97.8	96.9	97	96.6	96.6	96.9	97.3	97.2	97.0	97.1	97.5	97.7	97.7	96.6	96.2	95.6	95.5		

Sylvania is 95.5% leased up and is doing well in this area.

SECTION 8 ANNUALIZED UTILIZATION (%) RATE

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

The leasing rate for the last quarter is 89.2%. Current HUD funding practice does not and will not allow 100% utilization of the vouchers and funding and is especially difficult when we do not know what the funding will be for this program.

PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)

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

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

ACCOUNTS RECEIVABLE (ANNUALIZED QUARTERLY) – PUBLIC HOUSING

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

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

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) – The City of Reading is the lead agency and RHA and Our City Reading Inc., (OCR) are partners in this project. Currently, 201 North 3rd Street, 331 Elm Street and another unit at 460 Centre Avenue are in the mix for units owned by RHA for the NSP program. We have filled all of the three units at 460 Centre Avenue with tenants at or below 50% of median income. They have started rehabilitating 201 N. 3rd.

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

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

I will keep you posted on any new developments in this program.

YOUTHBUILD – This program is moving along slowly as they are in the midst of training the participants before they actually begin working on the construction projects. There has been a bit of a change in the work the Youth Build participants will do in that we will be having them install ceramic tile in the bathrooms at Oakbrook as the current flooring (which is sheet vinyl) is shrinking and this will provide longer lasting flooring.

However, they are now working and installing ceramic tile in the bathrooms which we hope will alleviate most if not all of our maintenance concerns in the units. For the most part they

are not moving very quickly, but expect them to pick up speed when they gain experience in installing ceramic tiles.

I will keep the Board posted on the status of this program as they occur. Please remember this is a three year program.

NAHRO AWARDS FOR 2013 – RHA just received notification from NAHRO informing us we received the awards for 2013.

We submitted awards for the new cameras and the co-generation project at Glenside Homes which we feel are excellent programs.

Vacant Unit Report for the Current Month

	<u>Units Scheduled To Be Leased</u>	<u>Unit Accepted By Eligible Applicant</u>	<u>Unit Scheduled Transfer</u>	<u>Unassigned Units</u>	<u>Total Vacant Units</u>
Glenside	1	1	1	2	5
Hensler	1	0	0	0	1
Oakbrook	2	1	3	0	5
Franklin	0	0	0	0	0
Kennedy	3	1	0	0	3
Rhodes	0	2	0	0	2
Eisenhower	0	0	1	0	1
Hubert	0	0	0	0	0
Total Conventional					
Public Housing	7	3	5	2	17
Scattered Sites	0	0	0	2	2
Sylvania Homes	1	0	0	0	1
River Oak	1	0	0	3	4
NSP Units	0	0	0	0	0
Total	9	3	5	7	24

Our current occupancy rate is high at 98.95% for Public Housing and is a very good occupancy overall. The leasing rate for all of our units we own (a total of 1810) comes to 98.68%. Of the 24 vacant units, 7 are scheduled to be leased, 3 have been accepted by applicants, 5 are transfers and 7 remaining units are unassigned.

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

We are in the midst of transferring people into the two vacant scattered site units with people who have expressed interest in the past in becoming homeowners. However, because of various issues such as income and employment they were unable to attain a mortgage. We will work with these two families so that some time in the future they will become homeowners and we will then be able to sell these units. In the meantime they will now become occupied and will be taken off the vacant unit listing.

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	209	10/12	6-12 months	N/A	N/A
One Bedroom-Family/Elderly	286	05/11	12-24 months	15	N/A
Two Bedroom Family	203	05/11	12-24 months	11	5
Three Bedroom Family	242	10/08	36-42 months	5	7
Four Bedroom Family	28	05/11	12-24 months	4	N/A
Five Bedroom Family	21	06/12	12 months	N/A	N/A
Total	983			35	12

The waiting list is still fairly long and we do not anticipate opening the waiting list any time soon for Public Housing in the near future. However, with Sylvania and River Oak we may open up the waiting list on an as needed basis.

RHA PAINTING PROGRAM FOR OCCUPIED UNITS – We continue the painting program and hope funding cuts do not affect our efforts. We want to make sure each and every unit was and is painted at least once every ten years. To date, this program is going well.

ENERGY SAVINGS PROGRAM WITH HONEYWELL – This project is complete as we have signed off on the completion documents. As I noted before, we are generally pleased with the program as it has done much in the way of improving and increasing our energy efficiency.

So far all of the cameras are up and running and the video messaging system is working and we are in the learning mode as to what it can and can not do. One of the issues is they have not developed a digital multiplexer which would permit us to show various cameras in the format we had before. Unfortunately, they have not developed them as yet and are hopeful they will build them in the near future.

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

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

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

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

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

To date, there has been no change in this.

ISLANDS IN FRONT OF OAKBROOK – We received a letter from Mr. Jones regarding this matter and he informed us he will be working with the City Solicitor on an agreement for these islands and such. I hope to have something by the next meeting so the Board can pass a resolution on our taking over these islands. In the interim, the City has given us a number of trees which we planted on the islands and they are going to place some big rocks to protect the trees and add some landscaping to the area. We hope to add to this over a period of time.

I will keep the Board apprised of any changes and or updates as they occur.

COGENERATION PLANT – We have not heard anything on the recent filming UGI undertook at the Glenside Co-generation plant. We recently had some issues with the equipment and have resolved the issues with the co-generation plant. We are and will be keeping an eye on it to ensure we do not have a re-occurrence in the future. In addition, we have made some changes to the controls which should help. So far the Co-generation plant has been working since it was fixed and as mentioned we will be keeping an eye on it to make sure this does not occur.

I will keep you advised of any developments in this area.

STOKES STITT SCHOLARSHIP AWARDS – RHA has two excellent candidates for the Stokes Stitt Scholarship program and the two awardees will be announced at the Board meeting.

RHODES AND EISENHOWER – A while ago, there were issues with the side walls at Rhodes and Eisenhower and repaired them. It has now come to our attention, the front and possibly the back walls are having the same issues which need to be addressed as soon as possible. It seems the brick veneer walls were either not installed correctly or over time have been slowly separating from the concrete structure, which may be related to age and weather.

The plans and specifications for this have been advertised and will be ready for the next Board meeting.

PARK PLACE ON PENN STREET PROJECT- I plan to begin an advertising program soon after the announcement of the start of the new hotel project. I believe this will create an energy from which we can build on to help us market these units.

I spoke to the Realtor regarding the marketing and she was insistent the Condominium Documents be revised to reflect our current practice. I asked Ed Stock and he agreed to have them revised by the end of the month. While Ed disagreed it was necessary to market these units, I asked that we just get them revised and go on from there.

TOUCH A TRUCK EVENT – There was a Touch a Truck event at the baseball stadium and our Police Officers asked if we would participate in this program. In support of this program we sent one of our gators (the little golf carts we use to perform work orders) to the event. As the gator is electric, it was well received by the kids who attended the event.

WELLNESS PROGRAM – *The Wellness program at RHA may be in the newspaper sometime in the future regarding the success of our different programs and collaborations we have with different organizations. I thought I would mention this if and when they appear in the newspaper.*

ASTRA ZENECA COMMUNITY GARDEN PROJECT – Staff from Astra Zeneca Company came in for a day and worked to revitalize the community garden at Glenside Homes. One of the

staff from Astra, had been a resident at Glenside Homes and grew up there and wanted to do something to help her old community. Interestingly enough, our staff remembered her when she lived there and it was a nice to see and hear about thing like that.

It was a great event and they really did an excellent job of getting the Glenside Community Garden ready for the summer growing season.

A motion was made by Mr. Colon 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. 5676

RESOLUTION AUTHORIZING THE HIRING
OF A CLERK TYPIST 2.

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

1. THAT Yasaira Modeste be hired as a Clerk Typist 2 at an hourly rate of \$18.93, 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 6, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie M. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5677

RESOLUTION AUTHORIZING THE HIRING
OF AN ASSISTANT PROPERTY MANAGER.

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

1. THAT Thomas Stianche be hired as an Assistant Property Manager at an hourly rate of \$19.60, 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 28, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following Resolution was read and considered:

RESOLUTION NO. 5678

RESOLUTION AWARDED 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 Adrian Perez (Oakbrook Homes) and Yanirra Remy (Glenside Homes), residents of the Reading Housing Authority, for the 2013-2014 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 28, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following resolution was read and considered:

RESOLUTION NO. 5679

RESOLUTION APPROVING THE TERMS AND AUTHORIZING THE
EXECUTION OF A CONTRACT WITH ALCON ENTERPRISE, INC.
TO PROVIDE CLEANING SERVICES FOR THE SENIORS AND
PERSONS WITH DISABILITIES AT ALL PUBLIC HOUSING SITES
MANAGED BY THE READING HOUSING AUTHORITY.

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

1. THAT the terms of the contract with Alcon Enterprise, Inc. [Shillington, PA], to provide cleaning services for the seniors and persons with disabilities at all Public Housing Sites managed by the Reading Housing Authority are hereby approved, the said one-year Contract with the option to renew, to be in substantially the following form:

CONTRACT ON FILE IN THE COMPTROLLER'S OFFICE.

2. The said Contract in an amount not to exceed \$12,000.00 is pending review and approval by the Solicitor.
3. This Resolution shall be effective June 1, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following resolution was read and considered:

RESOLUTION NO. 5680

RESOLUTION APPROVING THE TERMS AND AUTHORIZING
THE EXECUTION OF A CONTRACT
WITH BERKS VISITING NURSE ASSOCIATION
TO PROVIDE WELLNESS SERVICES FOR
RESIDENTS WHO ARE ELDERLY OR HAVE A DISABILITY AT ALL PUBLIC HOUSING
SITES MANAGED BY READING HOUSING AUTHORITY.

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

1. THAT the terms of the Contract with Berks Visiting Nurse Association (Wyomissing, PA), to provide wellness services for our residents who are elderly or have a disability at all public housing sites managed by Reading Housing Authority for approximately 56 hours per week for 12 months, with the option to renew, 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 an amount not to exceed \$75,727.00, is pending review and approval by the Solicitor.
3. THIS Resolution shall be effective June 1, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following resolution was read and considered:

RESOLUTION NO. 5681

RESOLUTION APPROVING THE TERMS AND AUTHORIZING
THE EXECUTION OF A CONTRACT
WITH OLIVET BOYS AND GIRLS CLUB TO PROVIDE YOUTH SERVICES FOR
RESIDENTS OF OAKBROOK AND GLENSIDE HOMES PUBLIC HOUSING SITES
MANAGED BY READING HOUSING AUTHORITY.

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

1. THAT the terms of the Contract with Olivet Boys and Girls Club (Reading, PA), to provide youth services for residents of Oakbrook and Glenside Homes, in the form of after-school/academic year programs and summer camping programs, with the option to renew, 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 an amount not to exceed \$200,000.00, is pending review and approval by the Solicitor.

3. THIS Resolution shall be effective June 1, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following resolution was read and considered:

RESOLUTION NO. 5682

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, 2013 is hereby approved.

THIS Resolution shall be effective May 28, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following resolution was read and considered:

RESOLUTION NO. 5683

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 MAINTENANCE</u>	<u>DECAL</u>	<u>COST</u>	<u>PURCHASED</u>
Tractor – Ariens GT-18 S/N 001731	9927	\$3,360.00	10-1-1988
<u>EISENHOWER OFFICE</u>			
Printer – Lasterjet HP 2100	F13729	\$1,024.98	9-1-2000

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 aggregate amount of \$4,384.98, 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 May 28, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

The following resolution was read and considered:

RESOLUTION NO. 5684

RESOLUTION APPROVING THE TERMS AND AUTHORIZING
THE EXECUTION OF A CONTRACT WITH KAUTTER & KELLEY ARCHITECTS
FOR PROFESSIONAL SERVICES FOR RHODES AND EISENHOWER HI-RISE
APARTMENTS BRICK RESTORATION AND RECONSTRUCTION.

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

1. THAT the terms of the contract with Kautter & Kelley Architects for professional services for Rhodes and Eisenhower Hi-Rise Apartments Brick Restoration and Reconstruction, 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 \$68,000.00 , is pending review and approval by the Solicitor.

3. THIS Resolution shall be effective May 28, 2013.

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: Mr. Eligio C. Colon, Jr.
Mrs. Lillie L. Mathies
Mr. Steven E. Belinski

Nays: None

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

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

The next regular meeting of the Reading Housing Authority is scheduled to be held at George M. Rhodes Apartments, 815 Franklin St., Reading, Pennsylvania, on Tuesday, June 25, 2013.

Recording Secretary