

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Annual Meeting
Wednesday, January 21, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, January 21, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Derek Uber
 Austin Davis (via phone)
 Mark Foerster

Absent: Vera Kelly
 Paul D'Alesandro

The Chair declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Let the Minutes show that on December 16, 2014, the Allegheny County Council approved Paul D'Alesandro's reappointment to the Allegheny County Housing Authority's Board of Directors for a term to expire December 31, 2019.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Patrick Blackwell, Mike Vogel, Frank Magliocco, Kevin J. Bartko, Bobby Gabbianelli, Rich Stephenson, Dean Allen, James Bulls, Barbara Baulding, Kara D. Williams, Tanya Hunter, Linda Aliberti, Alexis McConville, Jack McGraw, Kim Longwell

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive Director said recently we had an emergency at one of our hi-rises and had to relocate some families. Our employee of the month, Tanya Hunter, did an outstanding job handling the emergency, relocating the families, and even bringing foods to one of the physically disable folks at the hotel. She also is going to manage our new site, Orchard Park, and we couldn't probably have a better manager to handle the spotlight in that municipality. So I want to give the employee of the month award to Tanya Hunter. Ms. Hunter thanked Mr. Aggazio and the Board for the recognition.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the December 16, 2014 meeting, which motion was seconded by Austin Davis and unanimously approved.

Old Business None

New Business

A. Administration

1. Motion by Mark Foerster, second by Austin Davis, to hold election of officers until the February 2015 meeting. Motion carried.

2. Motion by Mark Forester, second by Austin Davis, approving renewal of the flood insurance policies with the National Flood Insurance Program through American Bankers, in the total amount of \$46,345 for the term 02/26/15-02/26/16 for coverage on various buildings at Uansa Village, Hays Manor, Negley Gardens, Rachel Carson Hall and Golden Tower. Motion carried.

3. Motion by Mark Foerster, second by Derek Uber, ratifying renewal of the legal services contract with County of Allegheny Law Department, in the amount of \$80,000 for the term 1/1/15-12/31/15. Motion carried. Mr. Davis abstained from the vote.

B. Development

1. Motion by Austin Davis, second by Mark Foerster, awarding IFB Contract ACHA-1526, Interior Improvements at the Youth Places Recreation Building, Duquesne, PA, in the amount of \$19,123, to Liokareas Construction. Motion carried.

Jack McGraw stated this is the building at Burns Heights that the Boys and Girls Club operated their program out of for a number of years. Due to funding issues they had to reorganize their operations throughout Allegheny County and chose to end the lease and their program at the building. YouthPlaces had also started operating a program at the building, and YouthPlaces has agreed to lease the building and continue operation of programs. They have requested some repairs and maintenance to the building, which will be taken care of by this contract.

C. HMO

1. The following **Resolution #15-01** was introduced by the Chair, read in full and considered:

RESOLUTION #15-01 APPROVING COLLECTION LOSS

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approve the transfer of uncollectible tenant accounts in the amount of \$21,770.62 and for further action, if warranted.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Austin Davis, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Derek Uber	NAYS:	None
	Austin Davis		
	Mark Foerster		

The Chair thereupon declared said Resolution carried and adopted.

Comment on General Items None.

Adjournment

Motion by Mark Foerster, second by Austin Davis, to adjourn the meeting; motion carried.

The meeting ended at approximately 10:50 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, February 18, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, February 18, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Derek Uber
 Austin Davis
 Mark Foerster
 Paul D'Alesandro

Absent: Vera Kelly

Mr. Uber declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Mike Vogel, Alexis McConville, Kim Longwell, Pat Blackwell, Bobby Gabbianelli, Jack McGraw, Kevin J. Bartko, Frank Magliocco, Richard Stephenson, Paul Reiber, James Bulls, Mark Mullen, Linda Aliberti, Barbara Baulding, Dean Allen

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive stated that a few months ago, we added a layer of supervision to the maintenance aides. We put this person in charge of supervising the maintenance aides and, to say the least, there has been a marked improvement in the performance of the maintenance aides. He has also shown is dedication over the last couple of months of cold weather; I've been told he has been going out late at night –midnight – to install heaters in hallways of buildings where there is no heat so there are not freeze ups and broken water lines. Our employee of the month is Mark Mullen. Mr. Mullen thanked Mr. Aggazio for the recognition.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the January 21, 2015 meeting, which motion was seconded by Austin Davis and unanimously approved.

Old Business

1. Motion by Austin Davis, second by Mark Foerster, nominating and approving the following slate of officers for the Board of Directors:

Chair – Paul D'Alesandro
Vice Chair – Austin Davis
Secretary – Mark Foerster
Treasurer – Derek Uber
Asst. Secretary/Treasurer – Vera Kelly

The motion was unanimously carried. Thereafter, Paul D'Alesandro chaired the meeting.

Austin Davis thanked Mr. Uber for all of the years that he served as Chairman of the Board of Directors, as did the other Board members, Mr. Aggazio, and those present at the meeting.

New Business

A. Purchasing

1. Motion by Austin Davis, second by Derek Uber, approving the piggyback of the National Joint Powers Alliance (NJPA) Contract #031210 with Staples for the purchase of office supplies for the contract period January 1, 2015 through December 31, 2019 (PB-15-001). Motion carried.
2. Motion by Austin Davis, second by Mark Foerster, approving piggyback of PA CoStars Contract #4400008702 with Neopost for the purchase and service agreement of a mail machine for Central Office (PB-15-002). Motion carried.

B. Off Agenda

1. Motion by Derek Uber, second by Austin Davis, awarding the Executive Director a 2½% cost of living adjustment retroactive to January 1, 2015; motion unanimously approved.

Comment on General Items

On behalf of the Board, Mr. D'Alesandro offered congratulations to the Housing Choice Voucher Program Department for once again achieving HUD high performer status.

Adjournment

There being no further business to conduct, Derek Uber made a motion to adjourn the meeting, which motion was seconded by Austin Davis and carried.

The meeting ended at 10:55 a.m

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, March 18, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, March 18, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Mark Foerster
Derek Uber (via telephone)

Absent: Paul D'Alesandro
Vera Kelly

Mr. Davis declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Rich Stephenson, Jack McGraw, Mike Vogel, M. Atkinson, Pat Blackwell, Kim Longwell, Bobby Gabbianelli, Alexis McConville, Dean Allen, Paul Reiber, Linda Aliberti, Kevin Bartko, Barbara Baulding, Jim Bulls, Frank Magliocco

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive Director stated the employee of the month award is a team award this month – it goes to the Housing Choice Voucher Program (HCVP) Department staff for again receiving High Performer rating from HUD, for the 10th year in a row.

Mr. Aggazio then presented an Award of Appreciation to Barbara Baulding, Associate Director of Resident Services, in recognition of her years of service to improve the quality of life for residents, and her contribution to the workplace. Ms. Baulding is retiring from the Authority this month. Ms. Baulding exclaimed this award is truly a surprise, and thanked Mr. Aggazio and the Board for the recognition.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the February 15, 2015 meeting, which motion was seconded by Derek Uber and unanimously approved.

Old Business None.

New Business

A. Development

1. The following **Resolution #15-02** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-02 CONCERNING A NEW PUBLIC HOUSING DEVELOPMENT IN MT. LEBANON, PA

WHEREAS Green Development responded to Request for Qualifications #ACHA-1426, New Public Housing Development, within the appropriate deadline (6-29-13) by submitting a proposal on April 26, 2013 to develop a new affordable senior housing community; and

WHEREAS, the Allegheny County Housing Authority requested additional information on June 26, 2013 from Green Development to properly evaluate the original submission and seek clarification on the proposal. Green Development responded to the request for additional information on June 29, 2013 and the proposal was forwarded to an evaluation committee for review; and

WHEREAS, the evaluation committee met and scored the proposal on September 9, 2013 and ranked the proposal with a score of 80 points permitting the development proposal to move forward for low-income housing tax credit submission and to enter into a negotiation for a Master Developer's Agreement; and

WHEREAS, Green Development requested revisions to the original submission of the proposal by adding Oxford Development Company to the team for purposes of submitting a March 2014 low-income housing tax credit application. The application was not submitted because all funding sources could not be secured. The development team gathered financial support for a 2015 submission.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Allegheny County Housing Authority hereby approve and ratify the selection of for-profit developer team, Green Development and Oxford Development, to develop a new public housing community in Mt. Lebanon, PA, through the use of the low-income housing tax credit program and other funding sources, and support the low-income housing tax credit application submitted to PHFA on February 13, 2015.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Derek Uber		

The Vice Chair thereupon declared said Resolution carried and adopted.

2. Motion by Mark Foerster, second by Derek Uber, approving Amendment 1 to Contract ACHA-1427, A/E services for Exterior Improvements to Residential Buildings at Park/Sheldon Apts. Phase 3, in the amount of \$46,400 with \$6,100 maximum reimbursable costs, to Upstreet Architects. Motion carried.

Jack McGaw stated Upstreet Architects was selected to discover the problems and help us decide what we need to do with the problems we were experiencing with structural damage on the buildings at Park/Sheldon. We did a Phase 1 contract on the worst 5 buildings to discover the scope, which also helped us to develop the scope for the remaining buildings. In Phase 2 we did 22 of those buildings, we were limited with funding. We decided to go to a Phase 3 project. This amendment is to cover the additional cost for the Phase 3 work.

3. Motion by Mark Foerster, second by Derek Uber, approving award of the following Contracts for the Phase 3 Exterior Improvements at Park/Sheldon Apartments:
 - a. Contract ACHA-1496-1/GC General Construction Contract in the amount of \$1,630,000 to Liokareas Construction Company
 - b. Contract ACHA-1498-2/EC Electrical Contract in the amount of \$48,480 to Merit Electrical Group

Jack McGaw stated we had bid openings last week; both of these contractors worked in prior phases. Liokareas was the Phase 1 & 2 general contractor and was successful again this time. Merit was the Phase 1 electrical contractor, it was not successful for Phase 2, and is back for Phase 3. We are confident that both contractors know the work and are well aware of what they have to do. The motion was unanimously carried.

4. Motion by Mark Foerster, second by Derek Uber, approving award of Contract ACHA-1529, Boiler Room Fireproofing at Golden Tower, in the amount of \$34,770, to Wyatt, Inc. Motion carried.

Jack McGaw stated we did boiler room work at Golden Tower which required that we do some asbestos removal. Buildings built in the 1970s and earlier, the ceiling plaster usually contained asbestos. We had to run new conduit through that area for electrical and heating and had to remove the entire ceiling to

facilitate that work. We struggled to find a contractor who does this kind of work in boiler rooms – it’s very complicated with lights hanging off of it, and pipe suspended, etc. We tried unsuccessfully twice to bid this work and get any successful bidders. We managed to locate Wyatt and a couple of other companies who were interested in doing it. It is something we need badly; we haven’t had a problem but if we had a fire in there the structural integrity of the building would be at risk. Wyatt is very experienced in this work.

5. The following **Resolution #15-03** was introduced by the Vice, Chair, read in full and considered:

RESOLUTION #15-03 APPROVING APPLICATION FOR ESG GRANT FUNDING

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approves application for grant funding through the Homeless Emergency Assistance and Rapid Transition to Housing Act 2009 (HEARTH) offered through the Allegheny County Department of Economic Development and the City of Pittsburgh, Department of City Planning, via HUD’s Emergency Solutions Grant (ESG) Program.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the ‘Ayes’ and ‘Nays’ were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Derek Uber		

The Vice Chair thereupon declared said Resolution carried and adopted.

B. Purchasing

1. Motion by Mark Foerster, second by Derek Uber, approving award of award RFP Contract ACHA-1515, ACOP/AP Services to The Schiff Group, Inc., for a period of one year with up to four, one-year renewal options. Motion carried.

The Executive Director stated the Schiff Group is knowledgeable about the 5 year and annual place process and submission. It has helped the Authority in the past go through it at a very reasonable cost – around \$6,500 last year. He keeps us up to date with changes that we need to incorporate into our Agency Plan, and well as proposed or in process regulatory matters that may affect our operations.

C. HCVP

1. The following **Resolution #15-04** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-04 APPROVING APPLICATION FOR CITF GRANT FUNDING

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approve the application for a Community Infrastructure & Tourism Fund Grant (CITF) through the Redevelopment Authority of Allegheny County for the recruitment of landlords in an effort to achieve President Obama’s goal to end Veteran Homelessness by December 2015.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the ‘Ayes’ and ‘Nays’ were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Derek Uber		

The Vice Chair thereupon declared said Resolution carried and adopted.

Frank Aggazio stated this is part of our effort to recruit landlords for the HCVP program. Bob Gabbianelli further explained that he met with staff from PAT concerning advertising on the busses, and

that PAT suggested we apply for this grant because of the expense for advertising. Mr. Davis asked if we are recruiting landlords to rent specifically to veterans, and Mr. Gabbianelli replied, yes.

D. HMO

1. The following **Resolution #15-05** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-05 APPROVING COLLECTION LOSS

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approve the transfer of uncollectible tenant accounts in the amount of \$26,887.53 and for further action, if warranted.

Derek Uber moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Mark Foerster, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Derek Uber	NAYS:	None
	Austin Davis		
	Mark Foerster		

The Vice Chair thereupon declared said Resolution carried and adopted.

Comment on General Items

Adjournment

There being no further business to conduct, Mark Foerster made a motion to adjourn the meeting, which motion was seconded by Derek Uber and unanimously approved.

The meeting ended at 11:00 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, April 15, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, April 15, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Mark Foerster
Derek Uber

Absent: Paul D'Alesandro
Vera Kelly

Mr. Davis declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Mike Vogel, Kevin Bartko, Bobby Gabbianelli, Jack McGraw, James Bulls, Maria Atkinson, Frank Magliocco, Dean Allen, Kim Longwell, Pat Blackwell, Paul Reiber, Rich Stephenson

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive Director stated that approximately 4 years ago we had an audit from FHEO and the recommendation of the audit was to hire a full-time 504 coordinator. Three months ago I received a call from Fair Housing that they wanted to close out the audit. When we met with Fair Housing, our employee of the month, Kate Vitek, was extremely organized and answered the questions from Fair Housing very, very well. She had the processes down to 100% of what they were looking for; she did an outstanding job of complying with the 504 regulations and the audit recommendations. Ms. Vitek thanked Mr. Aggazio for the award.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the March 18, 2015 meeting, which motion was seconded by Derek Uber and unanimously approved.

Old Business None.

New Business

A. Administration

1. Motion by Mark Foerster, second by Derek Uber, approving amendments of the Benefits section of the ACHA Employee Handbook. Motion carried.

Mr. Aggazio explained that our HR Manager is going through the Handbook and is updating and clarifying content. Some things have changed over the years and she is updating the handbook to conform to relevant changes.

B. Development

1. Motion by Derek Uber, second by Mark Foerster, awarding IFB Contract ACHA-1537, Exterior and Interior Improvements at Wilmerding Apartments, Phase 1 – Water Infiltration Remediation, in the amount of \$79,900 to Airtite Co. Motion carried.

Jack McGraw stated this is the first phase of what probably will be two or three phases of work, at Wilmerding Hi-Rise. For several years we have seen a water infiltration problem at the building, and it has grown worse over the years. We hired the architectural firm Lami Grubb to go out there and look at the problem and try to identify where the water infiltration is occurring. They opened the drywall on the inside and then water tested the outside to see where water is coming in. They identified the brick sills on the windows is the weak spot – they lack flashing there; mortar and brick is not a good way to rely on water staying out of a building. We decided the easiest and best remedy for this is to cover those panels with new metal panels – regulated into the brick, will turn down over those sills, extend down past the windows and carry the water away from the building. We feel this is the best solution at this time, rather than trying to open up and re-flash – it would cost a lot more to do this. Airtite is good company – they worked here several years ago – and they came with very, very good references and we're comfortable awarding this contract to them.

2. Motion by Mark Foerster, second by Derek Uber, granting approval to negotiate with the limited partner and special limited partner to purchase the ownership interest in the Hays Manor Associates limited partnership. Motion carried.

Jack McGraw explained that Hays Manor is the first tax credit development we did, about 17 years ago. It is through its 15 year compliance period. Looking at the financial condition, Rich and I have looked at it over the past couple of years and it has begun to get into what is known as a negative capital account where the tax credit investor...they can go away in 15 years but it has gone a little beyond that, and there are some financial tax implications that can come when we dissolve the partnership. We feel it is a good time now to take that interest out and we'd like to negotiate with the special partner and special limited partner to become the owner of Hays Manor Associates so we can decide what the future of that property should be.

3. Motion by Derek Uber, second by Mark Foerster, granting approval to negotiate with the limited partner and/or general partners to purchase the ownership interests in Groveton Housing Partnership, L.P. Motion carried.

Jack McGraw stated that we have the same situation, and same special partners, with Groveton that we do with Hays, except that Groveton is only in its 13 year of the 15 year compliance period. The financial situation with this property is following the same pattern as Hays, going into a negative capital situation which would bring tax implications for the Housing Authority to participate and satisfy. We feel it best thing is to take them out now, buy out the limited partner and the general partner, and again after we have ownership can decide what the best future is for the property.

C. Purchasing

1. Motion by Mark Foerster, second by Derek Uber, approving a contract with Allegheny Engineering Company to purchase cooling chassis for the Robert J. Corbett Apts. in the amount of \$10,776. Rich Stephenson explained these are box covers for the individual cooling units in the building. Motion carried.
2. Motion by Derek Uber, second by Mark Foerster, approving the purchase of 39 thru the wall air conditioners at the Harry S. Truman Apartments through The Cooperative Purchasing Network Contract #R142104 with Lowes Home Improvement, in the amount of \$16,606.20. (CP-15-003) Motion carried.

Jack McGraw stated this item is associated with the work we are doing at Truman Tower. We have through the wall type of AC systems, similar to a window AC, so you have to have a chassis or sleeve for the units. Our units are old and are not working properly, if not at all, and we decided since we totally vacated the building, we should replace all of the AC units. We purchased the first batch of units about two months ago, and this purchase will complete all new air-conditioners for the building. Mr. Uber asked if we considered alternatives to stand alone units. Mr. McGraw replied we did, and would have liked to have installed a central system but that type of systems is expensive, and also these apartments of already small and to put that type of unit in we would have had to take square footage from the apartment for the installation.

Comment on General Items None.

Adjournment

Motion by Mark Foerster, second by Derek Uber, to adjourn the meeting. Motion carried.

The meeting ended at 11:00.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, May 20, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, May 20, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Mark Foerster
Derek Uber

Absent: Paul D'Alesandro
Vera Kelly

Mr. Davis declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Kim Longwell, Bobby Gabbianelli, Frank Magliocco, James Bulls, Kevin Bartko, Alexis McConville, Pat Blackwell, Mike Vogel, Andy Jamrom, Ed Primm, Dean Allen, Paul Reiber, Linda Aliberti

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive Director stated the employee of the month is deeply involved with the goal of ending veteran homelessness by 2015. He applied for and was awarded a grant for advertising on buses and at bus stops as outreach to landlords and veterans for the program. He does an outstanding job on the committee, and I'm happy to give this award to Bobby Gabbianelli. Mr. Gabbianelli graciously accepted the award, and stated that Kim Longwell originated the idea and he ran with it, and that Dean Allen, who designed the artwork for the signage, is also equally involved and should be recognized for his contribution.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the April 15, 2015 meeting, which motion was seconded by Derek Uber and unanimously approved.

Old Business None.

New Business

A. Administration

1. Motion by Derek Uber, second by Mark Foerster, approving renewal of the Authority's Workers Compensation insurance coverage for the term 6/15/15 to 6/15/16 with the Housing and Redevelopment Insurance Exchange (HARIE), estimated annual premium of \$347,399. Motion carried.

B. Development

1. Motion by Mark Foerster, second by Derek Uber, awarding IFB Contract ACHA-1540, Asphalt Milling and Paving – Drive and Parking Lot at Pine Ridge Heights, in the amount of \$68,336.29 to East Coast Paving and Sealing, Inc. Motion carried.

Andy Jamrom stated that the parking lot at Pine Ridge has needed repairs for a while; the lot has gradually worsened. This bid is a good price for the work, and the contractor, who we have used before, does very good work.

C. Finance

1. Motion by Mark Foerster, second by Derek Uber, accepting the ACHA's Fiscal Year 2014 Single Audit performed by Maher Duessel. Motion carried. Mr. Davis stated it was a good audit, which is a testament to the work of the staff.

D. Purchasing

1. Motion by Derek Uber, second by Mark Foerster, awarding IFB Contract ACHA-1528, Floor Covering Services, to Steinberger Floors, Inc., for a three year contract period, with two additional 1-year options periods. Motion carried.

Rich Stephenson stated that we sent numerous bid packages out, but received only two bids; Steinberger is the lowest and responsible bidder. Mr. Uber asked if the prices were lower than the state contract; Mr. Stephenson replied they were. Mr. Stephenson further advised that the Authority is slowly replacing carpeted surfaces with hard surfaces, which are being installed by Authority staff, as a cost savings measure – the hard flooring last longer than carpet. However, we still need a carpeting contractor for areas which need to be carpeted.

2. Request approval to award RFP Contract ACHA-1360, Audit Services, to Maher Duessel, for a three year contract period, with two additional 1-year option periods. Motion carried.

Mr. Stephenson stated the RFP went out to several firms; we received 4 responses and the committee rated Maher Duessel as the most responsive. Maher Duessel has good experience with governmental and non-profit entities.

3. Request approval to extend firm fixed price Contract ACHA-1392 Payroll Services to ADP for a three year period. Motion carried.

Mr. Stephenson explained we use to do our payroll in-house. A few years ago we decided to procure a payroll processing firm and the contract was awarded to ADP. We did a price quote with several payroll firms and they all came back around the same cost. Therefore we decided to stay with ADP since we are already integrated with the firm. We are upgrading the programming due to the huge undertaking necessitated by ACA reporting requirements.

E. HMO

1. The following **Resolution #15-06** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-06 APPROVING COLLECTION LOSS

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approve the transfer of uncollectible tenant accounts in the amount of \$29,879.35 and for further action, if warranted.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Derek Uber	NAYS:	None
	Austin Davis		
	Mark Foerster		

The Vice Chair thereupon declared said Resolution carried and adopted.

2. Motion by Derek Uber, second by Mark Foerster, approving the opening of the following LIPH Waiting Lists effective June 22, 2015:

Carnegie Apartments	1 Bedroom
Dalton's Edge I & II	2 Bedrooms
Golden Tower	1 Bedroom

Homestead I -Tower D	1 & 2 Bedrooms
Homestead II - Tower A	1 & 2 Bedrooms
Homestead III - Tower B	1 & 2 Bedrooms
Ohioview Tower	1 Bedroom
Truman Tower	1 Bedroom
Hawkins Village	1 Bedroom
Prospect Terrace	1 Bedroom
Negley Gardens	2 Bedrooms
Millvue Acres	1 Bedroom
Pleasant Ridge I & II	2 Bedrooms

Motion carried.

F. Public Safety

1. The following **Resolution #15-07** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-07 APPROVING A VEHICLE PURSUIT POLICY FOR SWORN PERSONNEL

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby adopt the following Vehicle Pursuit Policy for sworn personnel of the ACHA Public Safety Department:

VEHICLE PURSUIT POLICY

For all Sworn Personnel of the ACHA Public Safety Department

1. PURPOSE. *The purpose of this Policy is to establish guidelines for making decisions with regard to vehicular pursuit.*

2. POLICY. *Vehicular pursuit of fleeing suspects can present a danger to the lives of the public, officers, and suspects involved in the pursuit. It is the responsibility of the agency to assist officers in the safe performance of their duties. To fulfill these obligations, it shall be the policy of this law enforcement agency to regulate the manner in which vehicular pursuits are undertaken and performed.*

3. DEFINITIONS .

Vehicular Pursuit: *An active attempt by an officer in an authorized emergency vehicle to apprehend a fleeing suspect who is actively attempting to elude the police.*

Authorized emergency vehicle: *A vehicle of this agency equipped with operable emergency equipment as designated by state law.*

Primary unit: *The police unit, which initiates a pursuit or any unit, which assumes control of the pursuit.*

Secondary unit: *Any police vehicle, which becomes involved as a backup to the primary unit and follows the primary unit at a safe distance.*

4. PROCEDURES

A. Initiation of Pursuit

- 1.) *The decision to initiate pursuit must be based on the pursuing officer's conclusion that the immediate danger to the officer and the public created by the pursuit is less than the immediate or potential danger to the public should the suspect remain at large.*
- 2.) *Any law enforcement officer in an authorized emergency vehicle may initiate a vehicular pursuit when the suspect exhibits the intention to avoid apprehension by refusing to stop when properly directed to do so. Pursuit may also be justified if the officer reasonably believes that the suspect, if allowed to flee, would present a danger to human life or cause serious injury.*
- 3.) *In deciding whether to initiate pursuit, the officer shall take into consideration:*
 - a. *road, weather and environmental conditions;*

- b. *population density and vehicular and pedestrian traffic;*
 - c. *the relative performance capabilities of the pursuit vehicle and the vehicle being pursued;*
 - d. *the seriousness of the offense; and*
 - e. *the presence of other persons in the police vehicle.*
- 4.) *No ACHA officer is permitted to initiate or assist in a pursuit unless it is initiated on our property or related to an incident that originated on ACHA property.*

B. Pursuit Operations

- 1.) *All emergency vehicle operations shall be conducted in strict conformity with applicable traffic laws and regulations.*
- 2.) *Upon engaging in a pursuit, the pursuing vehicle shall activate appropriate warning equipment.*
- 3.) *Upon engaging in pursuit, the officer shall notify communications of the location, direction and speed of the pursuit, the description of the pursued vehicle and the initial purpose of the stop. The officer shall keep communications updated on the pursuit. Communications personnel shall notify any available supervisor of the pursuit, clear the radio channel of non-emergency traffic, and relay necessary information to other officers and jurisdictions.*
- 4.) *When engaged in pursuit, officers shall not drive with reckless disregard for the safety of other road users.*
- 5.) *Unless circumstances dictate otherwise, a pursuit shall consist of no more than two police vehicles, a primary and a secondary unit. All other personnel shall stay clear of the pursuit unless instructed to participate by a supervisor.*
- 6.) *The primary pursuit unit shall become secondary when another unit has been assigned primary responsibility.*

C. Supervisory Responsibilities

- 1.) *When made aware of a vehicular pursuit, the appropriate supervisor shall monitor incoming information, coordinate and direct activities as needed to ensure that proper procedures are used, and shall have the discretion to terminate the pursuit.*
- 2.) *Where possible, a supervisory officer shall respond to the location where a vehicle has been stopped following a pursuit.*

D. Pursuit Tactics

- 1.) *Officers shall not normally follow the pursuit on parallel streets unless authorized by a supervisor or when it is possible to conduct such an operation without unreasonable hazard to other vehicular or pedestrian traffic.*
- 2.) *When feasible, available patrol units having the most prominent markings and emergency lights shall be used to pursue, particularly as the primary unit. When a pursuit is initiated by other than a marked patrol unit, such unit shall disengage when a marked unit becomes available.*
- 3.) *Once the pursued vehicle is stopped, officers shall utilize appropriate officer safety tactics and shall be aware of the necessity to utilize only reasonable and necessary force to take suspects into custody.*

E. Termination of the Pursuit

- 1.) *The primary pursuing unit shall continually re-evaluate and assess the pursuit situation including all of the initiating factors and terminate the pursuit whenever he or she reasonably believes the risks associated with continued pursuit are greater than the public safety benefit of making an immediate apprehension.*

- 2.) *The pursuit may be terminated by the primary pursuit unit at any time.*
- 3.) *A supervisor may order the termination of a pursuit at any time.*
- 4.) *A pursuit shall be terminated if the suspect's identity has been determined, immediate apprehension is not necessary to protect the public or officers, and apprehension at a later time is feasible.*

F. Interjurisdictional Pursuits

- 1.) *The pursuing officer shall notify communications when it is likely that a pursuit will continue into a neighboring jurisdiction.*
- 2.) *When a pursuit enters this jurisdiction, the action of officers shall be governed by the policy of the officers' own agency, specific inter-local agreements and state law as applicable.*

G. After-Action Reporting

Whenever an officer engages in a pursuit, the officer shall file a written report on the appropriate form detailing the circumstances. This report shall be critiqued by the appropriate supervisor or supervisors to determine if policy has been complied with and to detect and correct any training deficiencies.

H. Training

Officers who drive police vehicles shall be given initial and periodic update training in the agency's pursuit policy and in safe driving tactics.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Derek Uber	NAYS:	None
	Austin Davis		
	Mark Foerster		

The Vice Chair thereupon declared said Resolution carried and adopted.

G. Travel

1. Motion by Derek Uber, second by Mark Foerster, approving travel for up to 6 staff to attend the Emphasys Users Connect Conference in Austin, TX from August 23-27, 2015. Motion carried.

Frank Magliocco stated this is the annual Emphasys users conference; we gain very useful information at the conference concerning software updates and enhancements. Two staff from the MIS Department, one from HMO, 1 from Finance, and 2 from HCVP will be attending.

Comment on General Items None.

Adjournment

There being no further business to conduct, Mark Foerster made a motion to adjourn the meeting, which motion was seconded by Derek Uber and unanimously approved.

The meeting ended at 11:15 a.m

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, June 17, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, June 17, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Mark Foerster
Derek Uber

Absent: Paul D'Alesandro
Vera Kelly

Mr. Davis declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, , Jack McGraw, Mirella Vircello, Bob Gabbianelli, Rich Stephenson, Lee Meister, Kim Longwell, Elizabeth Roberts, Leigh Michelle Anderson, Barbara J. Caruso, Sydney Hayden, Maryann Johnson, Cynthia King, Sharlene Gainer, Kevin Bartko, Alexis McConville, James Bulls, Frank Magliocco, Linda Aliberti, Maria Atkinson

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive Director stated our employee of the month was recommended due to his great contribution to the vacancy reduction plan, and more importantly going above and beyond what is in his job description as far as doing various tasks and volunteering for various things, getting units ready as quickly as possible, and so on. Our employee of the month is Lee Meister. Mr. Meister accepted the award, stating he greatly appreciates the recognition, he has a great team that he works with, and they get the job done.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the May 20, 2015 meeting, which motion was seconded by Derek Uber and unanimously approved.

Old Business None.

New Business

A. Administration

1. Motion by Austin Davis, second by Mark Foerster, approving the move of the employee healthcare coverage to Highmark effective July 1, 2015. Motion carried. Derek Uber abstained from the vote because he works for Highmark.

The Executive Director stated that ACHA has a broker under contract that really worked the market. There was a great deal of competition between two insurers. Highmark came in between 2-3% lower than the other health care provider. We received a very good deal; the healthcare committee worked very hard and recommended that we approve the change in coverage.

2. The following **Resolution #15-08** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-08 APPROVING AGENCY PLAN

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approves the Authority's Agency Plan for 2015-2019 and submission of the plan to HUD.

Derek Uber moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Mark Foerster, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Derek Uber	NAYS:	None
	Austin Davis		
	Mark Foerster		

The Vice Chair thereupon declared said Resolution carried and adopted.

B. HCVP

1. Motion by Mark Foerster, second by Derek Uber, granting approval to administer a vouchered unit owned by the Housing Authority of the City of Pittsburgh (HACP), for an administrative fee. Motion carried.

Kim Longwell explained that HACP has one unit that they own, and it would be a conflict of interest for them to administer the voucher for the tenant because they are the owner, so they asked us to administer it and accept the admin fee for the services.

C. Purchasing

1. Motion by Mark Foerster, second by Derek Uber, awarding IFB Contract ACHA-1536, Refuse Collection Services, to BFI Waste Services of Pennsylvania, LLC, CBA Allied Waste Services & Republic Services of Pittsburgh, for a period of 2 years with the option of 3 additional 1-year option periods. Motion carried.

D. HMO

1. The following **Resolution #15-09** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-09 APPROVING COLLECTION LOSS

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approve the transfer of uncollectible tenant accounts in the amount of \$9,870.42 and for further action, if warranted.

Derek Uber moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Mark Foerster, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Derek Uber	NAYS:	None
	Austin Davis		
	Mark Foerster		

The Vice Chair thereupon declared said Resolution carried and adopted.

Comment on General Items None.

Adjournment

Motion by Mark Foerster, second by Derek Uber, to adjourn the meeting. Motion carried.

The meeting ended around 11:00 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, July 15, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, July 15, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present:	Paul D'Alesandro (via phone)	Absent:	Derek Uber
	Austin Davis		Vera Kelly
	Mark Foerster		

The Vice-Chair declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Rich Stephenson, Ken Ross, Jack McGraw, Pat Blackwell, Bobby Gabbianelli, Frank Magliocco, Alexis McConville, Ed Mogus, Paul Reiber, Kim Longwell, Linda Aliberti, James Bulls, Kevin Bartko

Recognitions/Proclamations

Presentation of the employee of the month award: The Executive Director advised we have a resident eviction prevention program through our resident services department; the program helps keep good residents in place that may be behind in their rent. Our employee of the month acquired some money from the Urban League, about \$9000, to help these residents, our employee of the month is Ava Johnson.

Mr. Aggazio then presented an award of appreciation to Mabel Johnson, who is retiring. Mabel has worked in the Executive Department and the Housing Management Department during her 14 years with the ACHA. She is a very pleasant and hardworking individual, and personally, I will miss her, and wish her the best in future endeavors.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the June 17, 2015 meeting, which motion was seconded by Paul D'Alesandro and unanimously approved.

Old Business None.

New Business

A. Administration

1. Motion by Mark Foerster, second by Paul D'Alesandro, ratifying the Collective Bargaining Agreement between the Authority and the Pittsburgh Building and Construction Trades Council, for the term 10/1/14 to 9/30/17. Motion carried.

B. Development

1. Motion by Mark Foerster, second by Paul D'Alesandro, awarding IFB Contract ACHA-1541, Road Repair and Resurfacing at Prospect Terrace, in the amount of \$99,964.97 to East Coast Paving and Sealcoating, Inc. Motion carried.

Jack McGraw explained that the road leading up into the development has deteriorated and is in deplorable condition and must be repaired. East Coast is the lowest responsible bidder, came in just

about what we had budgeted for the job. They have just completed another job at the Pine Ridge development, and did a remarkable job.

2. The following **Resolution #15-10** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-10 ELECTING OFFICERS OF ALLEGHENY COUNTY AFFORDABLE HOUSING, LLC

WHEREAS, in order to fill certain vacancies in the offices of Allegheny County Affordable Housing, LLC, a Pennsylvania limited liability company ("ACHA"), it is desirable for the Allegheny County Housing Authority ("ACHA"), as the sole member of ACHA, to elect new officers of ACHA;

NOW THEREFORE, BE IT RESOLVED by the Allegheny County Housing Authority:

1. The foregoing "WHEREAS" clauses and the actions referenced therein are hereby ratified and confirmed as being true and correct and hereby incorporated herein.

2. That the following persons be and hereby are elected to the offices of ACHA set forth below, to serve in accordance with the Operating Agreement of ACHA and at the discretion of the sole member until his or her successor shall be elected or until his or her death, resignation or removal.

<u>Name</u>	<u>Office</u>
Derek Uber	President
Austin Davis	Vice President
Frank Aggazio	Asst. Vice President
Richard Stephenson	Asst. Vice President
Mark Foerster	Secretary
Paul D'Alessandro	Treasurer

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Paul D'Alessandro, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Paul D'Alessandro		

The Vice Chair thereupon declared said Resolution carried and adopted.

Jack McGraw stated that ACAH, LLC, was formed around 3 years ago to purchase the special limited partnership at Pine Ridge. We received Board approval a few months ago to enter into negotiations to purchase the limited partnerships for Hays Manor and Groveton Village; the negotiations have concluded and we are now coming to the Board at this meeting for approval to complete the transactions. ACAH will purchase the limited partnership interests in these partnerships, pursuant to the following resolutions, but the first order of business of the LLC is to redesignate officers for ACAH.

3. The following **Resolution #15-11** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-11 APPROVING A GRANT OF \$212,500 TO PURCHASE ALL OF THE LIMITED PARTNERSHIP INTERESTS IN GROVETON HOUSING PARTNERSHIP, L.P., AND A GRANT OF \$212,500 TO PURCHASE ALL OF THE LIMITED PARTNERSHIP INTERESTS IN HAYS MANOR ASSOCIATES

*WHEREAS, Allegheny County Affordable Housing, LLC, a Pennsylvania limited liability company ("ACHA"), the sole member of which is the Allegheny County Housing Authority ("ACHA"), desires to enter into (a) a Purchase and Sale Agreement (the "**Groveton Agreement**") by and among Centerline Guaranteed Corporate Partners II LP-Series A, RCC Guaranteed SLP, L.P.-Series A, Groveton Housing Partnership, L.P. ("**Groveton**") and ACHA, pursuant to which ACHA would purchase all of the limited partnership interests in Groveton for a purchase price of \$212,500, and (b) a Purchase and Sale Agreement (the "**Hays Manor Agreement**" and, collectively with the Groveton Agreement, the "**Agreements**") by and among Centerline Guaranteed Corporate Partners II LP-Series A, RCC Guaranteed SLP, L.P.-Series A, Hays Manor Associates ("**Hays Manor**") and ACHA, pursuant*

to which ACHA would purchase all of the limited partnership interests in Hays Manor for a purchase price of \$212,500;

WHEREAS, the Board of Directors has reviewed and considered the Agreements and each of the transactions contemplated thereby and determined that the same are in the best interest of ACHA; and

WHEREAS, ACHA desires to make grants to ACHA so that ACHA may purchase all of the limited partnership interests in Groveton and Hays Manor pursuant to the terms of the Agreements;

NOW THEREFORE, BE IT RESOLVED by the Allegheny County Housing Authority:

Section 1. The foregoing "WHEREAS" clauses and the actions referenced therein are hereby ratified and confirmed as being true and correct and hereby incorporated herein.

Section 2. The Executive Director be and hereby is authorized and to enter into a grant agreement to provide \$212,500.00 plus the amount of any closing costs in non-federal developer fee program income funds to ACHA to be used to acquire all of the limited partnership interests in Groveton; provided, such grant is approved by the United States Department of Housing and Urban Development ("**HUD**").

Section 3. The Executive Director be and hereby is authorized and to enter into a grant agreement to provide \$212,500.00 plus the amount of any closing costs in non-federal developer fee program income funds to ACHA to be used to acquire all of the limited partnership interests in Hays Manor; provided, such grant is approved by HUD.

Section 4. The Executive Director is hereby authorized and directed to execute any certifications and any other agreements, writings and documents (and all changes, modifications and additions thereto) that are necessary or advisable in order to effect the transactions and matters contemplated herein.

Section 5. The Executive Director is hereby authorized to take all necessary actions to obtain any required approvals from any governmental agency, including HUD, and to undertake all other actions necessary to effect the transactions and matters contemplated herein, all in compliance with applicable statutes, laws and regulations.

Section 6. All lawful actions taken by the Executive Director or other officers or employees, and all lawful papers and documents executed by any of the foregoing on behalf of ACHA where such actions, papers or documents effectuate the intent of these resolutions and the consummation of the transactions and matters set forth herein, be and they hereby are ratified and approved.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Paul D'Alesandro, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Paul D'Alesandro		

The Vice Chair thereupon declared said Resolution carried and adopted.

4. The following **Resolution #15-12** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-12 APPROVING THE PURCHASE OF ALL OF THE LIMITED PARTNERSHIP INTERESTS IN GROVETON HOUSING PARTNERSHIP, L.P BY ALLEGHENY COUNTY AFFORDABLE HOUSING, LLC, A PENNSYLVANIA LIMITED LIABILITY COMPANY, THE SOLE MEMBER OF WHICH IS THE ALLEGHENY COUNTY HOUSING AUTHORITY, FOR THE AMOUNT OF \$212,500

WHEREAS, Allegheny County Affordable Housing, LLC, a Pennsylvania limited liability company ("**ACHA**"), the sole member of which is the Allegheny County Housing Authority ("**ACHA**"), desires to enter into a Purchase and Sale Agreement (the "**Agreement**") by and among Centerline

Guaranteed Corporate Partners II LP-Series A, RCC Guaranteed SLP, L.P.-Series A, Groveton Housing Partnership, L.P. (the "**Partnership**") and ACHA, pursuant to which ACHA would purchase all of the limited partnership interests in the Partnership;

WHEREAS, the Partnership is the legal and beneficial owner of fee simple title to certain real property located in Robinson Township known as Groveton Village;

WHEREAS, ACHA will grant \$212,500.00 plus the amount of any closing costs in non-federal developer fee program income funds to ACHA so that ACHA may purchase all of the limited partnership interests in the Partnership pursuant to the terms of the Agreement; and

WHEREAS, the Board of Directors has reviewed and considered the Agreement and each of the transactions contemplated thereby and determined that the same are in the best interest of ACHA.

NOW THEREFORE, BE IT RESOLVED by Allegheny County Affordable Housing, LLC:

Section 1. The foregoing "WHEREAS" clauses and the actions referenced therein are hereby ratified and confirmed as being true and correct and hereby incorporated herein.

Section 2. The President, Vice President or any Assistant Vice President of ACHA be and hereby are authorized and directed to enter into the Agreement substantially in the form submitted to the Board of Directors with such changes as the President, Vice President or any Assistant Vice President may determine to be necessary or desirable, such determination to be conclusively evidenced by the President's, Vice President's or any Assistant Vice President's execution thereof, and to take all steps necessary, including the execution of all required and related documentation, to effect the foregoing.

Section 3. The President, Vice President or any Assistant Vice President of ACHA be and hereby are authorized and to enter into a grant agreement to receive from ACHA \$212,500.00 plus the amount of any closing costs in non-federal developer fee program income funds to be used to acquire all of the limited partnership interests in the Partnership; provided, such grant is approved by the United States Department of Housing and Urban Development ("**HUD**").

Section 4. The President, Vice President or any Assistant Vice President are hereby authorized and directed to execute any certifications and any other agreements, writings and documents (and all changes, modifications and additions thereto) that are necessary or advisable in order to effect the transactions and matters contemplated herein.

Section 5. The President, Vice President or any Assistant Vice President are hereby authorized to take all necessary actions to obtain any required approvals from any governmental agency, including HUD, and to undertake all other actions necessary to effect the transactions and matters contemplated herein, all in compliance with applicable statutes, laws and regulations.

Section 6. All lawful actions taken by the President or other officers or employees, and all lawful papers and documents executed by any of the foregoing on behalf of ACHA where such actions, papers or documents effectuate the intent of these resolutions and the consummation of the transactions and matters set forth herein, be and they hereby are ratified and approved.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Paul D'Alesandro, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Paul D'Alesandro		

The Vice Chair thereupon declared said Resolution carried and adopted.

5. The following **Resolution #15-13** was introduced by the Vice, Chair, read in full and considered:

RESOLUTION #15-13 APPROVING THE PURCHASE OF ALL OF THE LIMITED PARTNERSHIP INTERESTS IN HAYS MANOR ASSOCIATES BY ALLEGHENY COUNTY AFFORDABLE HOUSING, LLC, A PENNSYLVANIA

LIMITED LIABILITY COMPANY, THE SOLE MEMBER OF WHICH IS THE ALLEGHENY COUNTY HOUSING AUTHORITY, FOR THE AMOUNT OF \$212,500

WHEREAS, Allegheny County Affordable Housing, LLC, a Pennsylvania limited liability company ("**ACHA**"), the sole member of which is the Allegheny County Housing Authority ("**ACHA**"), desires to enter into a Purchase and Sale Agreement (the "**Agreement**") by and among Centerline Guaranteed Corporate Partners II LP-Series A, RCC Guaranteed SLP, L.P.-Series A, Hays Manor Associates (the "**Partnership**") and ACHA, pursuant to which ACHA would purchase all of the limited partnership interests in the Partnership;

WHEREAS, the Partnership is the legal and beneficial owner of fee simple title to certain real property located in McKees Rock Borough known as Hays Manor;

WHEREAS, ACHA will grant \$212,500.00 plus the amount of any closing costs in non-federal developer fee program income funds to ACHA so that ACHA may purchase all of the limited partnership interests in the Partnership pursuant to the terms of the Agreement; and

WHEREAS, the Board of Directors has reviewed and considered the Agreement and each of the transactions contemplated thereby and determined that the same are in the best interest of ACHH.

NOW THEREFORE, BE IT RESOLVED by Allegheny County Affordable Housing, LLC:

Section 1. The foregoing "WHEREAS" clauses and the actions referenced therein are hereby ratified and confirmed as being true and correct and hereby incorporated herein.

Section 2. The President, Vice President or any Assistant Vice President of ACHA be and hereby are authorized and directed to enter into the Agreement substantially in the form submitted to the Board of Directors with such changes as the President, Vice President or any Assistant Vice President may determine to be necessary or desirable, such determination to be conclusively evidenced by the President's, Vice President's or any Assistant Vice President's execution thereof, and to take all steps necessary, including the execution of all required and related documentation, to effect the foregoing.

Section 3. The President, Vice President or any Assistant Vice President of ACHA be and hereby are authorized and to enter into a grant agreement to receive from ACHA \$212,500.00 plus the amount of any closing costs in non-federal developer fee program income funds to be used to acquire all of the limited partnership interests in the Partnership; provided, such grant is approved by the United States Department of Housing and Urban Development ("**HUD**").

Section 4. The President, Vice President or any Assistant Vice President are hereby authorized and directed to execute any certifications and any other agreements, writings and documents (and all changes, modifications and additions thereto) that are necessary or advisable in order to effect the transactions and matters contemplated herein.

Section 5. The President, Vice President or any Assistant Vice President are hereby authorized to take all necessary actions to obtain any required approvals from any governmental agency, including HUD, and to undertake all other actions necessary to effect the transactions and matters contemplated herein, all in compliance with applicable statutes, laws and regulations.

Section 6. All lawful actions taken by the President or other officers or employees, and all lawful papers and documents executed by any of the foregoing on behalf of ACHA where such actions, papers or documents effectuate the intent of these resolutions and the consummation of the transactions and matters set forth herein, be and they hereby are ratified and approved.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Paul D'Alesandro, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Paul D'Alesandro		

The Vice Chair thereupon declared said Resolution carried and adopted.

C. MIS

1. Motion by Mark Foerster, second by Paul D'Alesandro, approving renewal of the annual Software Maintenance Agreement with Emphasys Software for 2015 to provide support on the proprietary software licenses to the Authority at a cost of \$104,374.49. Motion carried.

Frank Magliocco stated this is our annual agreement to support our operating software for 15 modules and 2 portals. This also includes updates and training, and more importantly, 24 hour coverage.

D. HCVP

1. Motion by Mark Foerster, second by Paul D'Alesandro, approving entering into a contract with the Housing Authority of the City of Pittsburgh for ACHA to perform HQS Quality Control Inspections for HACP, for a 3-year term in the amount of \$109,500, with 2 additional 1-year options at an increase of 5% annually. Motion carried.

The Executive Director stated we are going to be doing quality control, checking their inspectors' work. This started with a meeting I had with the HACP Executive Director, and Kim Longwell put the final touches on negotiations. We could not do the UPCS inspections; it was too much. But we can do their QC inspections. It is a revenue source and will benefit us. Mr. Davis stated we like to see these types of partnerships.

E. Travel

1. Motion by Mark Foerster, second by Paul D'Alesandro, approving travel for up to 4 staff to attend the NAHRO 2015 National Conference from October 15-17, 2015 in Los Angeles, CA. Motion carried.

Off Agenda

Motion by Mark Forester, second by Paul D'Alesandro, authorizing the Executive Director to investigate and review for potential changes the Employee Handbook, including but not limited to changing our relationship with the Pennsylvania State Civil Service Commission. Motion carried.

Comment on General Items None.

Adjournment

There being no further business to conduct, Mark Foerster made a motion to adjourn the meeting, which motion was seconded by Paul D'Alesandro and unanimously approved.

The meeting ended at 11:00 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, September 23, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, September 23, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Derek Uber
Mark Foerster

Absent: Paul D'Alesandro
Vera Kelly

The Vice-Chair declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Kim Longwell, Jack McGraw, Mike Vogel, Alexis McConville, Frank Magliocco, Kevin Bartko, Bobby Gabbianelli, Maria Atkinson (Sci-Tek Consultants), Pat Blackwell, Rich Stephenson, Ed Mogus, Roxanne Thomas (Mistick Construction), Cylda Hodo, Dean Allen, Jim Bulls, Tanya Hunter, Tim Ballou, Kim Evans,

Recognitions/Proclamations

Presentation of the employee of the month awards: The Executive Director stated in August in the Braddock area there was a shooting, and one of the actors fled into our Hawkins Village development. Lucky for us and the residents at Hawkins, the actor was arrested by Police Officer Tim Ballou as he came out of the rear of one of the units and was apprehended without incident. Also, the residents of Jefferson Manor expressed to me that they were very pleased with Officer Ballou's customer service when he responded to an incident at the building and went through the camera system with the residents. He's also our camera expert. Officer Tim Ballou is our employee of the month for August.

Our next awardee is the manager at Orchard Park. She has been doing a great job getting it ready, getting it leased, files are in excellent condition, and she is very diligent in making sure that the community is occupied by responsible residents. She's done a great job coordinating lease up, and our employee of the month for September is Tanya Hunter.

In talking about Orchard Park, there was a nice article that was done by the McKeesport Daily News, and we have been getting a lot of good publicity about the development. One of the things we tried to emphasize the day of the grand opening was that 35 folks from the surrounding community that were employed on that development. The general contractor and subs did a great job employing residents and I'd like to give these Certificates of Appreciation in honor of your exceptional dedication and determination on the Section 3 Employment Program. We're giving two Awards today because it was a joint effort – one is given to Kim Evans of the Authority, and the other to Roxanne Thomas of Mistick Construction.

Public Comment on Agenda Items None

Approval of Minutes

Derek Uber made a motion to approve the Minutes of the July 15, 2015 meeting, which motion was seconded by Mark Foerster and approved.

Old Business

- A. Motion by Derek Uber, second by Mark Foerster, ratifying a poll of the Board conducted by the Executive Director on September 3, 2015, wherein Paul D'Alesandro, Austin Davis, Derek Uber, and Mark Foerster, approved:
 1. Leasing of the roof space at Truman Tower, an elderly hi-rise in Duquesne, PA, to SMSA Limited Partnership, d/b/a Verizon Wireless, to install a wireless communication antenna that will provide wireless services for Verizon Wireless carriers; and
 2. Submission of a Disposition Application to the Dept. of Housing and Urban Development's Special Application Center (SAC) to dispose of the rooftop leased space at Truman Tower to Pittsburgh SMSA Limited Partnership.

Motion carried.

VIII. New Business

A. Development

1. Motion by Mark Foerster, second by Derek Uber, approving award of IFB Contract ACHA-1542-1/GC, General Construction Contract, Phase 3 of the Interior and Exterior Improvements at General Braddock Tower, in the amount of \$1,590,800, to Moret Construction Company; motion carried.

Jack McGraw stated Moret Construction worked on Phase I of GBT. To get to the budget we had to take deducts. He is a very good contractor and worked on Truman, as well as GBT.

2. Motion by Derek Uber, second by Mark Foerster, approving award of IFB Contract ACHA- 542-2/PC, Plumbing Contract, Phase 3 of the Interior and Exterior Improvements at General Braddock Tower, in the amount of \$228,800, to Wheels Mechanical. Motion carried.

Jack McGraw advised we have a long history of working with Wheels Mechanical on various projects. He is a reputable and good contractor with competitive pricing. He was very aggressive with his pricing for this job. This is the final phase and will complete the final 4 floors in the building; the job will take about 18 months.

3. Motion by Derek Uber, second by Mark Foerster, approving and ratifying the submission to the U.S. Department of Housing and Urban Development Special Application Center requesting rescission of the Section 32 Homeownership Plan for the 10 public housing units at Centurion Commons. Motion carried.

Jack McGraw explained when we did the HOPE VI project at Pleasant Ridge, these units were the off-site component to that project. At the time we purchased the units, we also submitted a homeownership plan wherein we could sell those units to the residents or anyone else who could qualify to buy them. What has happened subsequently is that they are pretty good operating units and we don't think the climate for homeownership is as good as it was back. HUD has approached us because this plan has been in place for a while and we haven't acted on it. Because we no longer want a homeownership plan, HUD has requested that we withdraw the plan and we require board action to do that. We are just going to keep operating these units as public housing units.

B. Finance

1. The following **Resolution #15-14** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-14 ADOPTING FISCAL YEAR 2016 OPERATION BUDGETS FOR THE ALLEGHENY COUNTY HOUSING AUTHORITY

WHEREAS, the Allegheny County Housing Authority ("ACHA") has prepared its Fiscal Year 2016 Operating Budgets; and

WHEREAS, the Department of Housing and Urban Development (HUD) has implemented asset based management rules necessitating the creation of a Central Office Cost Center (COCC) budget as well as an Asset Management Project (AMP) budget; and

WHEREAS, the ACHA finds that the proposed total expenditures of \$11,381,772 for the Central Office and \$21,155,359 for the AMPs are necessary for an efficient and economical operation of the ACHA for the purpose of serving Allegheny County Housing Authority residents; and

WHEREAS, the ACHA finds that the Budget is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Allegheny County Housing Authority:

Section 1: That the Fiscal Year 2016 Operating Budgets are hereby approved;

Section 2: The Executive Director is hereby authorized and shall take such measures as may be necessary to place the Fiscal Year 2016 Operating Budgets into effect.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Derek Uber		

The Vice Chair thereupon declared said Resolution carried and adopted.

Rich Stephenson, CFO, stated this budget year we are facing the possibility of sequestration by the federal government. Based on contacting local HUD staff and various consultants and getting their recommendations on what funding may be, we projected and budgeted at 83% for operating subsidy funding and 75% of Section 8 admin fees. Once we get the final sequestration numbers we may want to come back and take a look to see if these percentages are consistent with what we projected. These percentages present a balanced budget.

2. Motion by Mark Foerster, second by Derek Uber, approving the opening of a *Replacement Reserve Account, Orchard Park I*, with Citizen's Bank. Motion carried

Rich Stephenson explained that under the R & O, the replacement reserve is being held but Authority and we are required to open an account for those funds; we are using the same bank used by the General Partner to set up this account.

C. Purchasing

1. Motion by Derek Uber, second by Mark Foerster, approving piggyback of U.S. Communities Contract #14-5903 with Garland/DBS, Inc. to provide turnkey roofing projects throughout all ACHA sites. (PB-15-004) Motion carried.

Rich Stephenson stated Facilities Management requested we have a contractor on hand when roofing needs arise that we need to repair very quickly. We are getting the best government price as possible under this contract. Mr. Davis wanted to know the contract term; Mr. Stephenson replied it was a 3-year term. Mr. Uber wanted to know if they are a local company; Mr. McGraw replied that they are local.

We had them do one roof installation in recent memory, it was in Natrona Heights and they did a really good job.

2. Motion by Derek Uber, second by Mark Foerster, awarding IFB Contract ACHA-1362 Pest Control Services to Terminix, thru PA State Contract #4400011645, for a 1-year term with up to two 1-year options. Motion carried.

Rich Stephenson stated that the extermination contract was coming to an end. We have been doing some analysis in-house to see what the cost benefit would be to hire an employee to do extermination versus using contracted services. That analysis was taking a little bit longer so we needed to get under contract and didn't have time to bid so we utilized the State Contract, which happens to be the company we were currently using. We are still doing that analysis to see what effect it would have on our insurance, chemicals, etc. Mr. Uber wanted to know how often we use services. Mr. Richardson replied often, bedbugs are becoming a huge problem and cost. Mr. Bulls advised that we have routine monthly extermination schedules for the developments; as well as "emergency" extermination services when residents come to us or we discover issues during inspections.

3. Motion by Mark Foerster, second by Derek Uber, approving piggyback of Central Westmoreland Council of Governments Cooperative Purchasing Contract #MV-015, with Day Chevrolet, Inc., for the purchase of a 2016 Chevrolet Impala in the amount of \$19,052; vehicle to be used by HCVP staff. (PB-15-005) Motion carried.

Bob Gabbianelli advised that this vehicle will be used by the inspectors. It will not be a marked vehicle; it has MG plates, but is not marked.

4. Motion by Derek Uber, second by Mark Foerster, approving piggyback of PA State Contract #4400010438 with SimplexGrinnell for the inspection and maintenance of ACHA's fire protection systems. (PB-15-006) Motion carried.

Jack McGraw stated that this is testing for building systems.

5. Motion by Mark Foerster, second by Derek Uber, approving piggyback of PA State Contract #4400011399, Agricultural/Grounds-Keeping Type Power Equipment, with Steel City Mower & Plow, to purchase a Vemtract 3400Y Tractor with accessories, in the amount of \$21,013.20, for maintenance and upkeep of the Orchard Park grounds. (PB-15-007) Motion carried.

D. HMO

1. The following **Resolution #15-15** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-15 AUTHORIZING TRANSFER OF UNCOLLECTIBLE TENANT ACCOUNTS

BE IT RESOLVED that the Board of Directors of the Allegheny County Housing Authority hereby approve transfer of uncollectible tenant accounts through September 30, 2015 (fiscal year end) and for referral for further action, if warranted.

Derek Uber moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Mark Foerster, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Derek Uber		

The Vice Chair thereupon declared said Resolution carried and adopted.

Comments on General Items None.

Adjournment

There being no further business of the agency, Mark Foerster made a motion to adjourn the meeting, which motion was seconded by Derek Uber and carried.

The meeting ended at 11:10 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, October 21, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, October 21, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Derek Uber
Mark Foerster

Absent: Paul D'Alesandro
Vera Kelly

The Vice-Chair declared a quorum present, advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation, and called the meeting to order.

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Jack McGraw, Kim Evans, Kevin Bartko, Ken Ross, Mike Vogel, Pat Blackwell, Alexis McConville, Bobby Gabbianelli, Frank Magliocco, Dean Allen, Richard Stephenson, Kim Longwell, James Bulls

Recognitions/Proclamations

Presentation of the Employee of the Month Award: The Executive Director stated that our employee of the month did a fantastic job at Orchard Park. She was responsible for hiring of 36 Section 3 employees; she does a wonderful job of attracting WBE/MBE businesses to participate in our construction projects. She does a great job in representing the housing authority on MBE/WBE county committees. Our employee of the month is Kim Evans.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the September 23, 2015 meeting, which motion was seconded by Derek Uber and approved.

Old Business None.

New Business

Mr. Davis announced that the Board is constituting a new Finance and Audit Committee of this Board; it will be a standing committee that intends to meet monthly to examine the finances and work with the Finance Department of the Authority. It will be chaired by Mark Foerster and we are still in the process of finalizing the other board members that will service. The first meeting will be held at 8:30 a.m. on November 18, 2015. The meetings are open to the public and notice of the first meeting will be advertised.

A. **Administration**

1. Motion by Derek Uber, second by Mark Foerster, ratifying the revised contract with the Pennsylvania State Civil Service Commission and approving related changes to the Merit Selection and Retention section of the Authority's Employee Handbook. Motion carried.

The Executive Director stated that from time to time, we review our policies and handbooks. This involves non-union employees. It use to encompass suspension, promotions, demotions, etc. What we did was narrowed the scope to continue to include terminations for cause but not to involve business decisions.

B. Development

1. Motion by Mark Foerster, second by Derek Uber, awarding IFB Contract ACHA-1542-3/EC, Electrical Contract for Interior and Exterior Improvements at General Braddock Tower, Phase 3, in the amount of \$186,800, to Merit Electrical Group. Motion carried.

Jack McGraw stated that last month we awarded the general and plumbing contracts for this job. The electrical came in over budget. We had the architects and engineers review the scope of work and go back and pull some items out of the scope. We went back out and rebid it. Merit, who has worked here numerous times, very good electrical contractor, came in with a good number for the work.

C. Purchasing

1. Motion by Derek Uber, second by Mark Foerster, approving piggyback of PA State Contract , CoStars #12, Contract #012-107 with US Abe Clothing & Uniforms, for the purchase of uniforms for the Authority's Trades and Maintenance Aide staff for fiscal year 2015-2016. (PB-15-008) Motion carried.
2. Motion by Mark Foerster, second by Derek Uber, approving piggyback of PA State CoStars Contract #003-364 with All Line Technology, Inc. for the purchase of 12 laptops and 8 desktop computers for a total cost of \$16,010.30, pursuant to ACHA's computer replacement plan. (PB-15-009) Motion carried.

Frank Magliocco, MIS Director, stated this is our annual purchase of computers, under our computer replacement plan; items get upgraded on a 5-year basis. Most of the laptops is for the site management staff, and most of the desktops are for central office.

D. HCVP

1. The following **Resolution #15-16** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-16 APPROVING THE ANNUAL SEMAP CERTIFICATION FOR FYE 9/30/15

RESOLVED, that the Board of Directors of the Allegheny County Housing Authority hereby approve the annual Section 8 Management Assessment Program Certification submission to HUD for Fiscal Year Ending September 30, 2015.

Derek Uber moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Mark Foerster, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Derek Uber		
	Mark Foerster		

The Vice Chair thereupon declared said Resolution carried and adopted.

Kim Longwell, Director of the HCVP Department, stated this is an annual process, and we anticipate being a HUD high performer again this year.

E. Finance

1. Motion by Derek Uber, second by Mark Foerster, approving a \$300,000 owner's draw from the Harrison Hi-Rise Reserves. Motion carried.

Rich Stephenson stated this draw was originally approved when we submitted for budget FY 14-15. However, we don't take the draw until the end of the fiscal year when we know what we actually need. This draw helps fund the operating budget of the Authority. Mr. Uber wanted to know if this was for the AMPS; Mr. Stephenson replied that actually we use it for central office. This amount has been consistent for the past few years, except for the sequestration year, when it was \$500,000.

Comment on General Items None.

Adjournment

Motion by Mark Foerster, second by Derek Uber, to adjourn the meeting; motion carried.

The meeting adjourned at approximately 10:50 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, November 18, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, November 18, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present:	Mark Foerster	Absent:	Austin Davis
	Derek Uber		Vera Kelly
	Paul D'Alesandro (via phone)		

Mr. Foerster chaired the meeting. He declared a quorum present, called the meeting to order. He further advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation. He further advised that the Board Finance and Audit Committee met today at 8:30 a.m., and that the Committee will meet again at 8:30 a.m. on December 16, 2015. All Committee meetings will be advertised are open to the public

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Bobby Gabbianelli, Kim Longwell, Ken Ross, Kevin Bartko, Frank Magliocco, Pat Blackwell, Alexis McConville, Rich Stephenson, Mike Vogel, Chris Waugh, Monte Williams, Chris Paiano, Mike Johnson, Rick Jones, Dean Allen

Recognitions/Proclamations

Presentation of the Employee of the Month Award: The Executive Director stated this month we are presenting the award to the staff at Pleasant Ridge for how well they set everything and work for out annual employee meeting, and also, for how well they maintain the grounds at Pleasant Ridge – it looks fantastic, like a private sector development. Chris Waugh, Rick Jones, Mike Johnson, Monte Williams and Chris Paiano accepted the award and thanked Mr. Aggazio and the Board for the recognition.

Public Comment on Agenda Items None

Approval of Minutes

Derek Uber made a motion to approve the Minutes of the October 21, 2015 meeting, which motion was seconded by Paul D'Alesandro and approved.

Old Business None.

New Business

A. Administration

1. Motion by Derek Uber, second by Paul D'Alesandro, approving renewal of the legal services contract with the Allegheny County Department of Law, at a cost of \$80,000, for the term 1/1/16-12/31/16. Motion carried.

B. Housing Management Operations

1. Motion by Derek Uber, second by Paul D'Alesandro, approving the opening and closing of the following LIPH Waiting Lists:

Opening end of business day Tuesday, December 15, 2015:

- Caldwell Station (2 BR)
- Negley Gardens (3BR & 4 BR)
- Sheldon Park Apts. (1BR)

- Sharps Terrace (3BR)

Closing start of business day Tuesday, December 15, 2015:

- General Braddock Tower (1BR)
- Ohioview Tower (1BR)
- Carnegie Apts. (1BR)
- Homestead Apts. Phase I – A Bldg. (1 BR)
- Homestead Apts. Phase III - C Bldg. (1BR)
- Homestead Apts. Phase IV-D Bldg. (1BR)

Motion carried.

Kevin Bartko, Assistant Director HMO, advised that LIPH waiting lists are generally reviewed every 6 months; and we recommend closing lists if leasing cannot occur in less than 18 months, and reopening lists if occupancy may occur in under a year. All opening and closings are advertised to notify the public.

C. Purchasing

1. Motion by Derek Uber, second by Paul D'Alesandro, approving renewal of the contract with Talx Corporation, provider of Equifax Verification Services, to provide up-to-date employment, income data and immediate search for employment or income request from employment records contributed by employers, at a cost of \$9.19/verification; contract term of 1 year. Motion carried.

Kim Longwell, HCVP Director, explained that HCVP and HMO use these services. When a participant is coming on to a program we can't use the HUD wage matching web site because they are not in the system yet. So we use TALX to verify income in the beginning for new move-ins, and we also use it extensively for fraud. Mr. Uber wanted to know if this is a firm that we currently use. Ms. Longwell replied yes, we have used them for several years, but last year they started charging for their services; they are the only one in the county to do this.

2. Motion Derek Uber, second by Paul D'Alesandro, approving the piggyback of Central Westmoreland Council of Governments Cooperation Purchasing Contract #MV-015 with Day Chevrolet, Inc. for the purchase of t (2) 2016 Ford Transit Cargo Vans at a cost of \$27,713/vehicle; total cost \$55,426, for use by the maintenance department. (PB-15-010) Motion carried.

Bob Gabbianelli, Asst. Director HCVP and acting Fleet Manager, stated that these purchased are in accord with our vehicle replacement plan. This is great pricing, it includes decaling and a couple of spare keys. We elected not to replace one of the vans last year, but now we are down two vans – they would not pass inspection - and need to replace them.

D. MIS

1. Motion by Derek Uber, second by Paul D'Alesandro, granting approval to enter into an agreement with the Washington County Housing Authority (WCHA) to provide professional and technical services to the WCHA, for a fee, to host its Elite Environment. Motion carried.

Frank Magliocco, MIS Director, stated that we were requested by WCHA to help them with some access issues – they use the same software that we use and have the same file structure. They do not have an IT person, so we approached them with a proposal to provide them with services.

Comment on General Items None.

Adjournment

There being no further business to conduct, Derek Uber made a motion to adjourn the meeting, which motion was seconded by Paul D'Alesandro and carried. The meeting ended at approximately 10:50 a.m.

ALLEGHENY COUNTY HOUSING AUTHORITY
Board of Directors Meeting
Wednesday, December 16, 2015

MINUTES

The members of the Board of Directors of the Allegheny County Housing Authority held a regular meeting on Wednesday, December 16, 2015, at 10:30 a.m. in the board room at the Authority's offices located on the 12th floor, 625 Stanwix Street, Pittsburgh, PA, 15222. Those present and absent were as follow:

Present: Austin Davis
Mark Foerster
Derek Uber

Absent: Paul D'Alesandro
Vera Kelly

Mr. Davis declared a quorum present and called the meeting to order. He further advised those attending that this day prior to the meeting the Board met in executive session to discuss matters involving real estate, personnel, and litigation. He further advised that the Board Finance and Audit Committee met today at 8:30 a.m., and that the Committee will continue to meet at 9:00 a.m. on a monthly basis, prior to the agenda review meetings. All meetings will be advertised and are open to the public

Attendance: Frank Aggazio, Beverly Moore, George Janocsko, Deborah Breitenstein, Rich Stephenson, Bobby Gabbianelli, Alexis McConville, Frank Magliocco, Mike Vogel, Kim Longwell, Dean Allen, Jim Bulls, Jack McGraw

Recognitions/Proclamations

Presentation of the Employee of the Month Award: The Executive Director stated the employee of the month was nominated by our CFO, Rich Stephenson, although the employee does not work in his department. This employee is very much a team player and pitches in when needed; he has helped Finance on various mixed finance budgets. He works with the investors and improves our relationships with many of the investors. Our employee of the month is Ed Primm, who unfortunately is not here today so the award is being accepted for Ed by Jack McGraw.

Public Comment on Agenda Items None

Approval of Minutes

Mark Foerster made a motion to approve the Minutes of the November 18, 2015 meeting, which motion was seconded by Derek Uber and approved.

Old Business None.

New Business

A. Administration

1. Motion by Derek Uber, second by Mark Foerster, approving renewal of the following insurance coverages for the Authority obtained through the Housing Authority Insurance (HAI) Group, for the term 1/1/16-1/1/17:

Coverage	Annual Premium
Commercial General Liability, including Law Enforcement, Mold & Pesticide	\$130,116
Property, Equipment Breakdown & Inland Marine	\$538,698
Auto	\$31,742
Sexual Abuse & Molestation Liability	\$18,100

Motion carried.

2. Motion by Mark Foerster, second by Derek Uber, approving renewal of the Public Officials/Employment Practices/Fiduciary Liability coverage with Western World Insurance Company for the term 1/1/16-1/1/17, total annual premium of \$63,235. Motion carried.

B. Purchasing

1. Motion by Derek Uber, second by Mark Foerster, awarding Contract ACHA-1545, Emergency Generator Preventative Maintenance for the sites, to Penn Power Systems, for a 1-year period with four additional 1-year option periods. Motion carried.

C. HMO

1. The following **Resolution #15-18** was introduced by the Vice Chair, read in full and considered:

RESOLUTION #15-18 AUTHORIZING TRANSFER OF UNCOLLECTIBLE TENANT ACCOUNTS

BE IT RESOLVED that the Board of Directors of the Allegheny County Housing Authority hereby approve transfer of uncollectible tenant accounts in the amount of \$6,340.29 and for referral for further action, if warranted.

Mark Foerster moved that the foregoing Resolution be adopted as introduced and read, which was seconded by Derek Uber, and upon roll call the 'Ayes' and 'Nays' were as follows:

AYES:	Austin Davis	NAYS:	None
	Mark Foerster		
	Derek Uber		

The Vice Chair thereupon declared said Resolution carried and adopted.

Comment on General Items None.

Adjournment

There being no further business to conduct, Mark Foerster made a motion to adjourn the meeting; the motion was seconded by Derek Uber and unanimously approved.

The meeting ended at approximately 10:45 a.m.