

THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON THE SECOND OF OCTOBER 2012

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Administration Office Newport, Rhode Island at 5:00 p.m. on October 2, 2012.

Roll call followed the Pledge of Allegiance and Silent Prayer:

PRESENT:

Chair	Frank Landry
“	Frank Coleman
“	Cheryl Abney
“	Charles Laranjo
“	Nikki Vasquez

ABSENT: Commissioner Frank McCauley

ALSO PRESENT: Attorney Joseph J. Nicholson, Jr.

The Board Chair open the monthly meeting by introducing Nikki Vazquez who will be serving the term formerly occupied by Amanda Frey-Leinhos. Nikki's credentials and experience with our residents as a volunteer the past few years will be a benefit to the Authority.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Coleman, and unanimously carried, the minutes of the regular monthly meeting held on September 11, 2012 were approved.

Under communications to this month's Board meeting, the Secretary presented the letters from HUD recognizing the Authority as a high performer in both the Section 8 Management Assessment Program (SEMAP) and the Public Housing Assessment System (PHAS).

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, the correspondence was received congratulating the staff for their work in achieving the special designation in both our Section 8 and Public Housing Operations.

Also under communications to this month's Board meeting, the Secretary presented the Letter of Interest from Valley Affordable Housing Corp. regarding utilizing the Beacon Street Parcel to build a management office with adjacent apartments.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, the correspondence was received granting permission for the Executive Director to schedule a meeting with our Development Committee and Valley Affordable Housing Corporation to discuss further use of our Beacon Street Parcel.

The Secretary requested authorization and approval of the monthly bills.

Upon a motion by Commissioner Coleman, seconded by Commissioner Laranjo, and unanimously carried, payment of the bills was approved.

The Secretary requested authorization and approval of the following payment:

- a). Authorization and approval for payment #2 to TAG Associates in the amount of \$26,319.78 for the Park Holm Project.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, authorization of payment using excess operating reserves as previously approved.

b). Authorization and approval for payment to Andrews Survey & Engineering, Inc. in the amount of \$1,395.00.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney, and unanimously carried, authorization of payment using excess operating reserves as previously approved for our Park Holm redevelopment activity was approved.

- c). Authorization and approval for Change Order #1 in the amount of \$7,451.20
- d). Authorization and approval for payment #2 in the amount of \$130,920.92 for the Earl Ave. renovations.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, payment of change order #1 and requisition #2 to Advanced Building Concepts was approved and the use of excess operating residents as previously approved as well.

The Secretary requested approval of two bids relating to the Newport Heights Phase 5 project. 1) D & D Fence in the amount of \$39,304.00 for installation of fencing 2) RJ Cawley and Sons in the amount of \$13,185.00 for the removal of the old fencing as well as Authorization for the Executive Director to Execute Contracts with both vendors listed.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, the approval of both bids and authorization for the Executive Director to Execute Contracts with D&D Fence and RJ Cawley & Sons.

The Secretary introduced Resolution No. 1070 thanking Amanda Frye Leinhos for her service to the Authority.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney, and unanimously carried, Resolution No. 1070 was approved.

RESOLUTION 1070

WHEREAS, Amanda Frye Leinhos was appointed by the Mayor and City Council to the Housing Authority of the City of Newport, Rhode Island on the 22nd day of September 2010, and

WHEREAS, she established a knowledge of the needs of our residents and a keen sense of the population served by the Authority, and

WHEREAS, as a member of the Board of Commissioners she was a guiding factor in the transformation of Housing Authority operations and Resident Services, and

WHEREAS, during her term of service the U.S. Department of Housing and Urban Development awarded the Authority "High Performing" status when they assessed the Public Housing Program and the Housing Choice Voucher Section 8 program.

THEREFORE, be it known to all that Amanda Frye Leinhos contributed to the many successes and accomplishments reached by the staff and residents throughout our portfolio and the Board of Commissioners, Executive Director and staff thank her for all she has done and her commitment to the quality of life and self sufficiency in our community.

BE IT FURTHER RESOLVED our best wishes to Amanda and her family – may they continue to have good health, prosperity and the willingness to help others.

Adopted on this the 2nd day of October, 2012.

NOW, THEREFORE, BE IT RESOLVED, we thank Amanda Frye Leinhos for her dedication to the Authority.

Commissioner Coleman moved that the foregoing Resolution be adopted as introduced and read, which motion was seconded by Commissioner Abney and upon roll call the “Ayes” and “Nays” were as follows:

AYES	NAYS
Vice Chair Coleman	
Commissioner Abney	None
“ McCauley	
“ Laranjo	
“ Vazquez	

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

The Secretary introduced Resolution No. 1071 approving the Park Holm Tax Credit Application.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, Resolution No. 1071 was approved.

Resolution No. 1071

WHEREAS, in connection with the 2009 Park Holm Master Plan, the Housing Authority of the City of Newport (“HACN”) supports and endorses the proposal to redevelop the 262 unit Park Holm public housing development in a multi-phase/multi-year redevelopment effort; and

WHEREAS, HACN has already completed the renovation of 51 apartments in Park Holm and seeks to redevelop the remaining 211 apartments; and

WHEREAS, the next phase of the redevelopment effort consists of the demolition of 48 apartments in Park Holm and the new construction of 60 apartments in its place, including 30 low-income housing tax credit rental units; and

WHEREAS, the Board of Commissioners authorizes the Executive Director or Board Chair to prepare plans, documents and proposals for Rhode Island Housing, the Federal Home Loan Bank, the state Housing Resources Commission, the City of Newport, and other funding entities for the purpose of this redevelopment effort.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners endorses the proposal to redevelop the 262 unit Park Holm public housing development. The Board further endorses the next phase of the redevelopment effort which consists of the demolition of 48 existing public housing units to be replaced with the construction of 60 new affordable housing units, including low-income housing tax credit rental units.

AND BE IT FURTHER RESOLVED that the Executive Director of HACN, acting singly, or the Board Chair of HACN, also acting singly, is each hereby authorized, empowered, and instructed to enter into, acknowledge, amend and/or deliver on behalf of HACN any and all instruments and documents, and to take any other action, as may be necessary or appropriate, in either of their sole and continuing discretion, in order to effect the consummation of the transactions described above.

Commissioner Landry moved that the foregoing Resolution be adopted as introduced and read, which motion was seconded by Commissioner Abney and upon roll call the “Ayes” and “Nays” were as follows:

AYES	NAYS
Vice Chair Coleman	
Commissioner Abney	None
“ McCauley	
“ Laranjo	
“ Vazquez	

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

The Secretary presented to the Commissioners the collection loss report requesting a write off in the amount of \$1,010.53 as uncollectible and classified as bad debt.

Upon a motion by Commissioner Coleman, and seconded by Commissioner Abney, and unanimously carried, the write off in the amount of \$1,010.53 was approved.

The Secretary submitted to the Board the Consent Calendar items which included I). the C.O.P. Report, Occupancy, Applications, & Section 8 Report, Resident Services Report and II). Financial Reports including Actual YTD Expenses and the Operating Reserve Analysis.

Upon a motion by Commissioner Abney, seconded by Commissioner Laranjo, and unanimously carried, the above Consent Calendar items were received as presented.

The Secretary presented to the Board an updated Capital/ARRA Projects report regarding the Weidemann Court, Phase 5 Site, Earl Avenue Renovations, Energy Performance Contract, Florence Gray Center, Winter Preparedness, Disaster Preparedness, Park Holm.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney, and unanimously carried, the report regarding the Capital/ARRA Project (s) updates were received as presented.

The Secretary presented to the Board the Newport Resident Council monthly report to be received.

Upon a motion by Commissioner Abney, seconded by Commissioner Laranjo, and unanimously carried, the monthly report regarding the Newport Resident Council was received as presented.

Commissioners' Request (s): None.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney, and unanimously carried, the meeting adjourned at 6:45 p.m.