POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the September 13, 2023 Regular Meeting

Present:	Shirley Adams, Chairman Vincent Brugger, Vice-Chairman Jacquetta Brown, Secretary Felicia Watson, Treasurer @5:30 pm Thomas O'Neill, Assistant Secretary-Treasurer Yvonne Flowers, Member @ 5:30 pm
Also Present:	Sandra Boothe, Executive Director Thomas Shanley, Accountant Joanna Longcore, Counsel
Absent:	Joseph Krakower, Member

The Regular Meeting of the Poughkeepsie Housing Authority was held on Wednesday, September 13, 2023 at 5:24 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

July 12, 2023/Regular Meeting: Vice-Chairman Brugger made a motion to put the minutes on the floor. Commissioner Brown seconded. Motion passed unanimously. Ms. Longcore said that the certification date need to be corrected. Commissioner O'Neill made a motion to accept the corrected minutes. Commissioner Brown seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2023-21 Payment Standards of Fair Market Rents: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Brown seconded. Ms. Boothe presented the resolution to set our Payment Standards at 110% of the published Fair Market Rents as follows: Studio- $1,360, One Bedroom - $1,560, Two Bedroom - $2,007, Three Bedroom - $2,546, Four Bedroom- $2,816, and Five Bedroom - $3,238. This would be October 1, 2023. Commissioner Brown made a motion to accept the resolution. Commissioner O'Neill seconded. Motion passed unanimously.

Resolution 2023-22 Flat Rent: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Brown seconded. Ms. Boothe presented the resolution to set Flat Rental amount at no less than 80% of the applicable Fair Market Rent. The new rental amounts are as follows: Studio- $900, One Bedroom - $986, Two Bedroom - $1,266, Three Bedroom - $1,612, Four Bedroom- $1,790, and Five Bedroom - $2,058. Commissioner Watson made a motion to accept the resolution. Commissioner O'Neill seconded. Motion passed five to one.

Resolution 2023-23 Contract for Exterior Envelope Renovations at Dr. Joseph Brady Gardens: Commissioner Brown made a motion to put the resolution on the floor. Commissioner O'Neill seconded. Ms. Boothe presented the resolution to make improvements to the Dr. Joseph Brady Garden Apartments complex by conduction exterior envelope renovations and repairs. The PHA received three total bids with lowest responsible bidder being Dipaterio Contracting Inc. This resolution is to award the contract to Dipaterio Contracting Inc. in an amount not to exceed $923,000.00 to be paid out of the Capital Fund. Commissioner Brown made a motion to accept the resolution. Commissioner O'Neill seconded. Motion passed unanimously.

Resolution 2023-24 Contract for Window, Door, & Storefront Replacement at Phillip Allen Swartz: Commissioner Brown made a motion to put the resolution on the floor. Vice-Chairman Brugger seconded. The PHA is desirous of making improvements to the Phillip Allen Swartz Apartments by replacing doors, windows, and storefronts at that complex. The PHA received six total bids. The lowest bidder has requested their bid be withdrawn, and the second lowest bidder has requested that their bid be withdrawn, the third lowest bidder is Empire Energy Specialists Inc. The contract would be in amount not to exceed $729,710.00. The resolution failed 6 to 0.

COMMITTEE REPORTS

Building and Security: Commissioner Brown reported that there has been flooding in the laundry room when it rains. She also stated that the sidewalks are lifting.

Finance: Mr. Shanley gave the financial presentation for July. Our net surplus for July for Low Income Public Housing is $139,225.84 and the net surplus year to date is $225,595.47. As of July 31, 2023, we are leased at 116 of 117 for AMP 11 and 228 of 242 for AMP 22. Overall, we are leased at 344 of 359 units.

For the month of July in Section 8, the net deficit is $1,457.64. Year to Date, our net deficit is $20,422.17. As of July 2023, we are leased 85 of 91 Housing Choice Vouchers, 48 of 60 for VASH and 8 of 18 for the Foster Youth to Independence vouchers.

Personnel: No report.

Tenant Relations: No report.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe reported that we have finally started receiving ERAP payments. She also reported that the work order summary is in the packet.

CHAIRMAN'S REPORT

Chairman Adams asked for the Board to finish the ranking and ratings on the Legal Service RFQ for the RAD process.

COUNSEL'S REPORT

No report.

OLD BUSINESS

None

NEW BUSINESS
None

TENANT PARITICIPATION

Rashawn Johnson, an applicant, had complaints about the way his application was being processed.

ADJOURNMENT
The meeting was adjourned at 6:52 p.m.

I hereby certify that the minutes a true and correct and approved at the Meeting of October 11, 2023.

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Jaquetta Brown, Secretary