

**SARATOGA SPRINGS HOUSING AUTHORITY
THURSDAY, JUNE 20, 2019
STONEQUIST APARTMENTS
2:30 P.M.
MINUTES**

PRESENT: Ann Bullock
Joanne Foresta, Chair
Joy King
Lu Lucas
Michelle Roddy, Vice Chair
Richard Shipman
Stephen Sullivan

ABSENT: No one

ALSO PRESENT: Paul Feldman, Executive Director
Scott Peterson, SSHA Attorney
Art Kirker, Facilities Manager
Katie Sicko, Executive Resident Advisor

CALL TO ORDER

Joanne Foresta called the meeting to order at 2:30 p.m.

COMMENTS

Joanne Foresta opened the public comment period.

There being no one wishing to speak, Joanne Foresta closed the public comment period.

RESOLUTIONS

FY20-R12 – Acceptance of the Previous Month’s Board Meeting Minutes

Steve Sullivan moved and Richard Shipman seconded to adopt the following resolution:

Acceptance of the May 14, 2019, Board Meeting Minutes

WHEREAS, the Board of Commissioners has reviewed the minutes of the May 14, 2019, monthly Board Meeting,

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Saratoga Springs Housing Authority approves, at this meeting on June 20, 2019, the minutes of the May 14, 2019, Board meeting of the Saratoga Springs Housing Authority.

There were a few minor corrections.

Ayes all.

FY20-R13– Acceptance of Vendor Payments May 2019

Lu Lucas moved and Ann Bullock seconded to adopt the following resolution:

Acceptance of Previous Month's Payments

WHEREAS, the Board of Commissioners has reviewed the monthly vendor invoices for payment of the financial obligations of the Saratoga Springs Housing Authority for the month of May 2019; and

WHEREAS, the Chairperson or Vice Chairperson of the Board of Commissioners has reviewed and signed off on each vendor invoice prior to payment;

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Saratoga Springs Housing Authority approves the disbursements for May, copies of which were forwarded to Board members prior to this meeting.

Ayes all.

FY20-R14 – Awarding of Contract for SSHA RAD Co-Development Partner

Michelle Roddy moved and Joanne Foresta seconded to adopt the following resolution:

Awarding of Contract for SSHA RAD Co-Development Partner

WHEREAS, the SSHA has decided to move forward with the Rental Assistance Demonstration Program to rehabilitate its housing portfolio; and

WHEREAS, the SSHA advertised in the local newspaper and on the NYSPHADA website a Request for Qualifications (RFQ) stating the SSHA's desire to attain a co-development partner to perform the necessary tasks associated with the RAD conversion; and

WHEREAS, the SSHA formed an evaluation committee to review and grade the ten (10) RFQ proposals, and where the Development Committee from the Board of Commissioners interviewed the final four candidates (Beacon Development, Wilder Balter Development, Rochester Cornerstone Group and Norstar USA Development); and

WHEREAS, the Development Committee recommended Norstar Development USA as the preferred company to be the SSHA's Development Partner for the RAD conversion;

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Saratoga Springs Housing Authority authorizes Executive Director, Paul Feldman to commence negotiation of contract terms with Norstar Development USA for the RAD conversion program.

Ann Bullock asked why this vendor was selected. Paul Feldman said they had more experience with RAD conversion, they had the best terms, there is a 9 percent tax credit, they are familiar with the community and they are very familiar with the City's construction process.

Ayes all.

FY20-R15 Resolution Directing the Executive Director to Continue the Process for Converting the Terrace Properties to RAD

Joy King moved and Richard Shipman seconded to adopt the following resolution:

Resolution Directing the Executive Director to continue the process for converting the Terrace Properties to RAD

WHEREAS, the Saratoga Springs Housing Authority (SSHA) submitted an application to HUD for the Rental Assistance Demonstration for the conversion of its housing portfolio from the current funding type of subsidy to Project Based Section 8 funding;

WHEREAS, the Saratoga Springs Housing Authority (SSHA) received notification on December 10, 2018, that the RAD application had been approved and that a CHAP award was provided. The notification also directed the SSHA to complete the required milestones as required by PIH Notice 2012-32;

WHEREAS, the Saratoga Springs Housing Authority has completed a RAD Physical Needs Assessment of the portfolio and have determined that the physical needs of the Terrace and the future goals for the Terraces require a RAD conversion to attain the financing needed to correct building deficiencies, improve the living standards of the building residents and make the buildings marketable in an increasingly competitive affordable housing market;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Saratoga Springs Housing Authority does hereby authorize and direct the Executive Director to continue completing the milestones required by PIH Notice 2012-32 Revision 3 to complete the RAD conversion of the Jefferson/Vanderbilt Terrace Apartments.

Ayes all.

DEPARTMENT REPORTS

Finance

Paul Feldman said there was a \$16,000 profit this month.

Facilities

Joanne Foresta asked about the four units at Vanderbilt that have been under renovation. Paul Feldman said the process had been slowed down because of the impending RAD conversion. Joanne Foresta asked about the pest control matter. Art Kirker said it was two new units. She asked about the electrical panels. Art Kirker said that project had been completed. Michelle Roddy asked if the loss of the elevator at Stonequist was due to a resident. Paul Feldman said no.

Occupancy

Joanne Foresta asked if we have one year leases. Katie Sicko said yes. Paul Feldman said before leases are renewed, there is a recertification process that takes place about three months

out. He said late payment of rents, failed inspections, complaints, etc., all factor into the lease renewal. She asked about the 182 names on the efficiency wait list. Paul Feldman said that list had been purged. It was originally at 600. Joanne Foresta asked if the unit that owed rent was the unit that left with no notification. Katie Sicko said yes. Paul Feldman said the unit with \$3,350 was fraud. He said currently there are about 14 investigations for fraud. Joanne Foresta asked about the bike and car identification. Paul Feldman said staff continues to work on that program. He said often that is how fraud is found. It is cars that are parked in the parking lots on a regular basis but have no SSHA sticker. Joanne Foresta asked about the 9 vacancies. She said if we are intentionally leaving units empty, she would like that so noted on the report. She also asked that it be clearer as to where the vacancies are. Paul Feldman said because of the impending RAD, the vacancies don't count against us.

Director's Report

Joanne Foresta asked about the \$600,000 mortgage and the terms of that loan. Lu Lucas said a bank would want to be listed first on the mortgage. She said there is so much equity in the project that it should not be a problem in obtaining a mortgage. Joanne Foresta congratulated Paul Feldman in submitting a good sound application and being awarded one of the NYSHCR grants. Joanne Foresta asked about the REAC score. Paul Feldman said we lost 8 points on the scoring going from a 96 to an 88 due to the lack of a deadbolt on a door. He said in the future, Glens Falls will do our REAC inspections and we will do theirs. Paul Feldman said on Monday there was a kickoff meeting to brainstorm on options for Stonequist Development. He said one of the ideas kicked around was complete demolition of Stonequist and construction of smaller four-story buildings. A complete demolition of Stonequist would cost about \$3.2 million because there is an outstanding debt of \$2 million. The actual cost to demolish would be about \$1.2 million. He said at the July meeting The LA Group will have a sketch of smaller four-story buildings. Paul Feldman said it is important to note that while residents will be displaced, all expenses will be borne by the SSHA. Paul Feldman said there was also discussion on the Stonequist façade and what can be done to enhance it. Joanne Foresta asked if there were renovations costs yet for Stonequist. Paul Feldman said not yet. Lu Lucas asked if we were committed in using Bonacio Construction. Paul Feldman said he was not sure but would look into that matter. Joanne Foresta asked how many efficiencies there are in Stonequist. Paul Feldman said there are 108 out of 176 units.

Paul Feldman said there has been discussion on the Terraces as to whether they should be renovated or demolished. He said there was some discussion that with demolition, we could increase our units from 163 to about 240. All tenants who currently have subsidized rent will retain that subsidy, and the remaining units will be rented out with a rent that is capped by HUD. Lu Lucas said there are quite a few people looking for apartments in the "middle" income area.

Paul Feldman said we need to start construction on the Promenade Apartments by October.

Joanne Foresta asked about the Human Rights complaint. Paul Feldman said he wanted to make Board members aware that there was a complaint, however it was investigated and it was found that there was no merit to it.

Michelle Roddy said she spoke to Cindy Gaugler about training for tenants on the RAD conversion. Cindy Gaugler said she thought there might be some basic training. Paul Feldman said he would look into it. Board members agreed that it was better to continually communicate with residents on the RAD project. There could never be too much information. Paul Feldman said he would see to that. He said the RAD project was at least a year and a half out, but he would provide as much information as possible over the next several months. He agreed it was

important for residents to know while they are displaced, the entire expense will be borne by the SSHA.

Richard Shipman asked if these projects would be similar to the West Avenue project with both lower income and more affordable income apartments. Paul Feldman said yes. Paul Feldman said that HUD would cap the rents.

OLD BUSINESS

None.

NEW BUSINESS

Previously discussed.

ANNOUNCEMENTS FROM COMMISSIONERS

Michelle Roddy said the Stonequist Resident Council will hold a family fun fest on August 3 and 4. She said it would be a carnival type atmosphere, minus the rides. Information will go out in the newsletter. She said that funds raised will go towards a dog exercise area and to fund the food pantries with cat and dog food. There was discussion on where donations could be made and how to go about accepting and distributing those donations. It was suggested that the donation be made out directly to the entity that would gain from the donation.

Michelle Roddy said that the Gloversville Housing Authority recently distributed 10 laptops to residents. She asked if that might happen here. Paul Feldman said that while he wasn't sure how that happened, it was likely that it was done through some donation or grant to that Housing Authority.

EXECUTIVE SESSION

None.

ADJOURNMENT

Lu Lucas moved and Richard Shipman seconded to adjourn the meeting at 3:25 p.m. Ayes all. There being no further business, Joanne Foresta adjourned the meeting at 3:25 p.m.

Respectfully submitted,

Katherine A. Moran
Clerk