**ELMIRA HOUSING AUTHORITY**

**APRIL 27, 2023**

**BOARD MEETING MINUTES**

PRESENT: VICE CHAIRPERSON JAMES BRADY

SECRETARY DORINE FARR

COMMISSIOER BECKY BRADLEY

COMMISSIONER JOSEPH COST

COMMISSIONER LESLIE GORTON

COMMISSIONER FILOMENA JACK

ALSO, PRESENT: LEGAL COUNSEL STEVEN AGAN

EXECUTIVE DIRECTOR KAREN SHAFFER

: MODERNIZATION COORDINATOR JAMES A MIRANDO

ABSENT: CHAIRMAN PATASY DICHIARA

The Chairman notified the office that he would not be attending todays meeting due to his lingering physical ailments.

**COMMENTS FROM THE PUBLIC**

No comments from the Public. No person in attendance from the Public

**COMMISSIONERS OPEN FORUM**

No comments from the Commissioners

**Resolution** **Description** **Sponsor** **Status**

2023.020 Authorizing the Dispensing of the Reading of the Brady Passed Regular Board Meeting Minutes of March 30, 2023

2023.021 Revising Elmira Housing Authority Admissions and Continued Bradley Passed

Occupancy Policy (ACOP) Public Housing Families

Income Limits

2023.022 Receiving Energy Audit Report from the Focus On Housing Gordon Passed

Inspection Group on the Elmira Housing Authority

2023.023 Receiving Physical Needs Assessment Report from the Farr Passed

Focus On Housing Group on the Elmira Housing Authority

**On Resolution 2023.021,** the Executive Director pointed out that the United States Department of Housing and Urban Development (HUD) passed into law the Housing Opportunity through Modernization Act of 2016 (HOTMA) on July 29, 2016. The Act was passed in 2016, but public hearings were made fro clarifications and consequently several revisions were made to the ACTR for clarification. Over the next several months many new announcements of explanations and clarification of the ACT came forth for the public housing authority industry to be amend their Admissions and Continued Occupancy Policy (ACOP). All the new regulations in the HOTMA will need to be in place by January 1, 2024. However, the “Over-Income Limits” of the Families must be in place by June 1, 2023. The issue at hand comes with the determining the computation of Total Family Income Limit. According to the new regulation, the family’s total income cannot be over 120 percent of the arrea’s median income. If the family’s total income is over the limit for 24 months, then the family must move out within six months. The Executive Director also pointed out that in the HOTMA ACT that if total family assets are lover $100,000 (any combination of Cash or Assets (Real Estate, Property) that the Family must move out. This and other information are expected to be forthcoming in the next few months. As soon as the information becomes available, a letter on the new HUD regulations will be mailed to the present residents.

**On Resolution 2023.022**, a copy of thr Energy Report was handed out to the Commissioners and with it a presentation on the highlights of the report. The Energy Report is a must report insisted by HUD to be completed every 5 years to identify any wasteful use of utilities. Part of the Housing Authority subsidy is for utilities. HUD watches the utility cost to the Housing Authority b=very carefully. The presentation started out on the Annual Utility Cost (Gas, Electric, Sewer, and Water) of the Elmira Housing Authority that costs approximately $770,000 (Hoffman $473,000; Flannery $189,000; and Bragg $109,000). To put further, the yearly cost per unit is $5,0451 (Hoffman $3,284; Flannery $903; and Bragg $863). The monthly cost per unit is $421 (Hoffman $274; Flannery $75; and Bragg $72). The Report goes into further analysis with “Benchmark Scoring” while comparing with other HUD PHA properties. If a score was near or under the benchmark of sixty, then there was a need for upgrades to the housing development. The Energy Usage and Water Usage Score at Hoffman Plaza was 76 and 86 whole at Flannery it was 61 and 84; and at Bragg it was 48 and 77. The report explains the Energy Conservation Measures (ECM) that the Housing Authority made over the past 20 years (New Elevators at Bragg and Flannery; New Low Flow Toilets at all developments; New Windows at all developments; Using Energy Star Appliances and how it benefited from paying less and receiving better efficiency. The recommendation suggested for ECMc were Solar Panels, Tankless Water Heaters; Thicker Window Glass; Higher Efficiency Appliances; New Lighting; metal Roofs to replace the McQuay PIAC Heating and Aire Units. Look into a new heating source and the example used was Geothermal” and purchase a a Thermal Camera to identify the areas in buildings where new energy conservation may be useful (Walls; Ceilings; Crawl Spaces).

**On Resolution 2023.023,** a copy of the Needs Assessment Report was handed out to the Commissioners and with it a presentation on the highlights of the report. A Needs Assessment Report is used to help Housing Authorities with what capital improvements should be made over a five year period to coincide with the Housing Authority’s Agency Plan and Five-Year Action Plan. The report breaks down areas that suggest improvements to be made in certain areas over a 20 year cycle. The Area’s are Building and Frams; Interior Common Areas; Interior Dwelling Areas; Life and Safety Protection; Mechanical, Electrical and Plumbing Improvements and Site Improvement. In reviewing the Area’s over the twenty (20 Year period, Emphasis on the Site Area at Hoffman Plaza ids the highest of concern with Interior Dwelling, Building and Frame and Mechanical/Electrical/Plumbing having the next highest concern for capital improvement. The items of investment are Roadways, Fencing, Porch Railings, Units Doors Replacement, Kitchen Cabinet Replacement; HVAC Replacements and 504 work.

At Bragg Towers, the highest area of concern is the Interior Dwelling Area with Building and Frame; Site Systems; Mechanical/Electrical/and Plumbing having the next highest concerns. The items for capital investment are Building Seal, Asphalt Replacements; New Showers, sinks and shower tubs; kitchen cabinets. A Special note was made to Elevators and 504 work within 10 years. At Flannery Apartments the area of highest concern was spread evenly among Building Frame, Interior Common, Interior Dwelling and Mechanical/Electrical/Plumbing, Site, Elevators, and Life and Safety were given high concern for investment. The areas for investment were Building Seal, Boiler Replacement, Roof Top HVAC Replacement, Building Generator, Replacement of the Bifold Doors and Apartment entry doors.

The Executive Director reported to the board of her recent trip tp the NYSPHADA Spring Conference particularly on the Legislative happenings in Washington D.C. The Debt Ceiling passage will play a very high importance on future subsidies and capital funding for all public housing authorities

As no other business remained on the agenda, the offer was made to adjourn. The Board Meeting

Was adjourned at 5:15 PM by Resolution 2023.024.

Dorine Farr

Secretary