**ELMIRA HOUSING AUTHORITY**

**JULY 27, 2023**

**BOARD MEETING MINUTES**

PRESENT: CHAIRPERSON JAMES BRADY

VICE CHARI PERSON DORINE FARR

SECRETARY BECKY BRADLEY

COMMISSIONER JOSEPH COST

COMMISSIONER LESLIE GORTON

COMMISSIONER FILOMENA JACK

ALSO, PRESENT: LEGAL COUNSEL STEVEN AGAN

EXECUTIVE DIRECTOR KAREN SHAFFER

: DEPUTY EXECUTIVE DIRECTOR JAMES A MIRANDO

**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**

2023.039 Authorizing the Dispensing of the Reading of the Farr Passed Regular Board Meeting Minutes of June 29, 2023

2023.040 Recognizing Skylar Torres on Completion of Cost Passed

Civil Service Examination for Management Aide

2023.041 Recognizing Tammy Altilio on Completion of Jack Passed

Civil Service Examination for Management Aide

2023.042 Recognizing Linda Knapp on Completion of Bradley Passed

Civil Service Examination for Management Aide

2023.043 Recognizing James A. Mirando on Completion of Gorton Passed

Civil Service Examination for Deputy Executive Director

2023.044 Hiring Penny Harris as Management Aide Farr Passed

2023.045 Authorizing Contract for Occupied Dwelling Inspections Cost Passed

2023.046 Authorizing Increase in Resident Changes Jack Passed

2023.047 Receiving Correspondence from Executive Director Bradley Passed

REGARDS: Public Hearing of July 15, 2023, on the Elmira

Housing Authority’s 2020 Agency Plan and Five-Year Action Plan

And 2023 Capital Fund Program NY06P03050123

2023.048 Amending Annual Statement Under Capital Fund Program Gorton Passed

NY06P03050119

2023.049 Amending Annual Statement Under Capital Fund Program Farr Passed

NY06P03050120

2023.050 Amending Annual Statement Under Capital Fund Program Cost Passed

NY06P03050121

2023.051 Amending Annual Statement Under Capital Fund Program Jack Passed

NY06P03050122

2023.052 Amending Annual Statement Under Capital Fund Program Bradley Passed

Ny06P03050123

2023.053 Authorizing Contract for Painting First Floor and Community Gorton Passed

Room at Edward Flannery Apartments

2023.054 Authorizing Contract to Replace Check Valves in Water Farr Passed

Main Peits at Hoffman Plaza

**On Resolutions 2023.040 to 2023.044,** the resolutions were a congratulatory statement from the Board of Commissioners towards the Elmira Housing Authority employees who successfully completed their Civil Service examinations.

**On Resolution 2023.045**, the Housing Authority is obligated by HUD regulations to conduct in depth physical inspections annually of the Elmira Housing Authority properties. Mr. Bill Emery of the On Focus Inspection Company has conducted inspections on the Elmira Housing Authority in past years. He has over 25+ years in housing inspection experience and is up to date with the US HUD criteria on UPCS and NSPIRE Training Inspection. Mt. Emery will conduct a seminar after the completion of the inspections with the Staff and Commissioners.

**On Resolution 2023.046,** the resolution is a result of Resolution 2023.035 presented at the June 25, 2023, where the Housing Authority would present to the residents a revised list of charges that has not been revised since 2004 on charges accessed to the resident for damages and other charges necessary for the operations of the Elmira Housing Authority. The resolution is a result of receiving written comments from the residents. No written comments were received by the Housing Authority to be present to the Board of Commissioners.

**On Resolution 2023.047**, the resolution is a result of a Public Hearing to hear comments on the Elmira Housing Authority’s Agency Plan and Five-Year Action Plan and the 2023 Capital Fund Grant. No attendance or written comments were present at the Public Hearing.

**On Resolution 2023.048**, the CFP 2019 was amended to move monies assigned in the 1480 category for work conducted over the past year and work to be conducted. The Annual Statement is attached to the resolution for details.

**On Resolution 2023.049**, the CFP 2020 was amended to move monies assigned in the 1490 category for work conducted over the past year and work to be conducted. The annual Statement is attached to the resolution for details.

**On Resolution 2023.050**, the CFP 2021 was amended to move monies assigned in the 1480 category for work conducted over the past year and work to be conducted. The annual Statement is attached to the resolution for details.

**On Resolution 2023.051**, the CFOP 2022 was amended to move monies assigned in the 1480 category for work conducted over the past and work to be conducted. The annual Statement is attached to the resolution for details.

**On Resolution 2023,052,** the CFP 2023 was amended to move monies assigned in the 1480 category for work to be conducted in the upcoming years due to the new amount of the grant approved. The annual Statement is attached to the resolution for details.

**On Resolution 2023.053,** a contract was awarded for painting improvement to the First Floor and Community Room at Edward Flannery Apartment. The work will be extensive due to the wear and tear of activity in the Flannery Apartments. The last time a painting project was conducted was in 2001. Year Capital Fund Program.

**On Resolution 2023.054**, a notification was made by the Elmira Water Board to the Elmira Housing Authority for repairs that are needed in the Water Meter Pit on the corner of Reservoir and Hoffman St. The valves are old and rusty and consequently are distorting the meter readings and impair the flow of water to the residents in Hoffman Plaza.

The Administration informed the Board that a Resolution was approved in the past two months urgently by the Department of Housing (HUD) for Occupancy purposes. The HOTMA regulations which were to be implemented in the upcoming months have been delayed from concerns by legal advocates in the housing industry. As a result, the Occupancy new rules are put on hold until a settlement is reached in the upcoming months. i

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

The Board Meeting was adjourned at 5:07 P.M. by Resolution 2023.055.

Becky Bradley

Secretary