

**ERIE COUNTY HOUSING AUTHORITY
SPECIAL MEETING
TUESDAY, JUNE 15, 2021
1:30 P.M.
CONFERENCE CALL**

Due to the Covid-19 Pandemic, the meeting was held via telephone/video conference. Chairperson Robinson called the Special Meeting of the Housing Authority of the County of Erie to order at 1:00 p.m., with the following present:

BOARD

Dave Robinson, Chairperson
Kim Stucke, Vice-Chairperson
Sherri Heasley, Member
John Downey, Member
Tina Freeman, Member

STAFF

Beverly Weaver, Executive Director
Jarid Pettit, Controller
Rachel Petty, Administrative Assistant

ROLL CALL

Ms. Petty announced each Board Member's name and all answered in the affirmative that they were present via telephone/video conference.

PUBLIC COMMENT

There was no public comment.

AMENDED AGENDA

On MOTION by Vice-Chairperson Stucke, seconded by Ms. Heasley, the Agenda was amended to add an Executive Session. AYES: All.

On MOTION by Dr. Downey, seconded by Vice-Chairperson Stucke, the Amended Agenda was adopted. AYES: All.

NEW BUSINESS

a) AWARD – RFP for Consultant RAD Conversion

Ms. Weaver advised the board that one very good response was received relative to the Request for Proposal (RFP) for a Consultant for the Rental Assistance Demonstration (RAD) Conversion. Recap Real Estate Advisors, LLC proposes they will charge hourly to prepare a Feasibility Analysis for the RAD Conversion of Erie County properties and she noted that this company comes very highly recommended by the firm doing the Erie City RAD Conversion.

She stated that Recap Real Estate Advisors, LLC will deliver the completed report to the Housing Authority with their recommendations for a Conversion Plan and time line as well as assisting with implementation of the conversion plan.

Ms. Weaver revealed that the proposal recommends consideration of moving forward in two phases between Corry properties and County properties. She advised though that with the way the Housing Authority finances are set-up it may be easier if everything is done all together in one transaction. She noted that the 7 scattered house sites in Corry will probably be considered under Section 18 Demolition/Disposition where the properties will be sold back to ECHA Rentals, LLC. She stated that while this is a little different process it is included in the proposal at the

cost of \$25,000. She stated further that if a Straight/No Debt Conversion is possible for the remaining properties, the cost would run between \$75,000 and \$80,000.

Mr. Pettit stated the proposal was very detailed and he was pleased with the information provided. He commented that there is a digital copy available if any of the board members would like to see it.

Discussion was held relative to why the two-phase process was recommended; the time-frame involved; whether there is a requirement for a Physical Needs Assessment; and the reason for converting to RAD.

On MOTION by Vice-Chairperson Stucke, seconded by Ms. Heasley, the Erie County Housing Authority Appointed Recap Real Estate Advisors, LLC as Consultant to the RAD Conversion. AYES: ALL.

b) Capital Fund 5-Year Action Plan Amendment – Resolution 2020-02

Ms. Weaver reviewed the need to amend the Capital Fund 5-Year Action Plan to include additional funding in the amount of \$235,000 from the Safety and Security Grant the Housing Authority was awarded.

She listed various Capital Fund improvements, including replacement of apartment door locks and the replacement of 4 entrance security doors at the Gerald Salsbury Building; replacement of apartment door locks, installation of security cameras and replacement of exterior security doors at College View Manor; and new security cameras for Pleasant Manor, West Court Apartments and Center Place Apartments. Ms. Weaver noted that also before the Board for approval is the change from painting stucco at the Gerald Salsbury Building to installing siding and while it is a Capital Fund improvement, it is separate from the Safety and Security Grant funding.

After discussion and On MOTION by Dr. Downey, seconded by Ms. Heasley, the Erie County Housing Authority adopted Resolution 2021-02, amending the Capital Fund 5-Year Action Plan to include improvements in the amount of \$235,000 from the Safety and Security Grant and to include the change from painting stucco at Salsbury Building to the installation of siding. AYES: All.

EXECUTIVE SESSION AND ADJOURNMENT

Chairperson Robinson called for an Executive Session and with no other business before the Board and on MOTION by Ms. Freeman, seconded by Ms. Healey, the Erie County Housing Authority adjourned the special meeting at 2:01 pm. AYES: ALL.