

**Board of Commissioners Meeting
Fireside Apartments, 730 Palisades Avenue
Community Center
Bridgeport, CT**

The Board of Commissioners of the Housing Authority of the City of Bridgeport met in at the Regular Meeting at Fireside Apartments, Bridgeport, CT, on the 16th day of July 2018, the place, date and hour duly established for the holding of such meetings Chairperson Andrews called the meeting to order at 5:40 p.m.

The Recording Secretary stated that this meeting is being conducted in conformity with the Open Public Meeting Act. Notice of this Board Meeting was faxed to the City Clerk Office.

The Bridgeport Housing Authority also known as Park City Communities Meeting will come to order. We are ready for the Roll.

Roll Call:

Commissioner Andrews	Present
Commissioner Garcia	Present
Commissioner Nelson	Present
Commissioner Luna	Present

[James Slaughter] Chairman you have a Quorum.

BHA Staff Present:

Maureen Merlo, Senior Accountant

Dave Ghio, Director of Planning and Mod

Caroline Sanchez, Director of Procurement

Seon Bagot, Director of Legal Services

Tony Manley, Assistant Director of Asset Management

Ralph Villegas, Chief of Security

[Cowlis Andrews] We are going to start the meeting with a presentation from our Auditors.

Good Evening Everyone. My name is Melissa Ferrucci, I am the Senior Manager from Cohn Resnick. I have been with the firm 16 years and auditing the housing authorities for the past 5

years. My partner Kim Nardone couldn't be with us tonight. So, I will be presenting solo. I just wanted to go through a couple of highlights from September 30, 2017 Audit, which we filed on June 20, 2018.

Tonight, we are going to discuss the various reports that we issued and GASB. The findings from this year and those that were resolved from last year as well as provide you with the required communication for Commissioners and talk about some future considerations. The following reports were issued:

- Annual Financial Report
- Federal Single Audit report
- Communications with those charges with governance

Notable items in the 2017 Report:

- Qualified opinion and that relates to the pension
- Change in net position
- Decrease in net pension liability
- Increase in OPEB liability

Current and Prior Year Findings

- 1 new finding
- 8 findings resolved
- 3 findings updated
- 2 findings repeated

2017 Major Program Findings

- | | |
|--|-----------------|
| • Allowable costs HCV | corrected |
| • Wait List: Public and Indian Housing | corrected |
| • Reporting Financial Assessment Sub System.
FASS – PH & FASS PHA | corrected |
| • Eligibility: Public and Indian Housing | Finding updated |
| • Reporting: Non-Compliance with Voluntary
Compliance Agreement | Not Corrected |
| • Eligibility: HCV Payments | Finding updated |
| • Reporting HUD form 60002 Report | Not Corrected |
| • Allowable Costs Repayment of Fed Funds | New |

Required Communications

- Estimates
 1. Depreciation
 2. OPEB liability
 3. Net pension liability (unaudited)
 4. IBNR (incurred but not reported) self-insured medical and workers comp claims

- Qualified opinion related to pension
- Management representations
- Corrected and uncorrected misstatements

Municipal Employees Retirement System (MERS)

- PCC is part of the State of CT MERS cost sharing plan
- For 2017 MERS schedules and pension information was not finalized
And issues as of report date resulting in modified opinion
- PCC updated pension numbers based on draft schedules

Future Considerations:

2018

- GASB 75 – Accounting and Financial Reporting for postemployment benefits, other than pensions
- GASB 85 – Omnibus 2017
- GASB 86 – Certain Debt Extinguishment Issues

2019

- GASB 88 – Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements

2020

- GASB 87 – Leases

Guest Speaker #2 – Sgt. Jason Amato

I am here this evening asking for a joint effort between the BPD and the BHA, regarding the ShotSpotter program, which the City is attempting to implement. We had a presentation several weeks ago on this program and the City would like to get approx. \$97,500 from PCC to pay for at least one site to be covered. Several of the Commissioners were present during the demonstration from the company that supplies the Shoots Fired System. ShotSpotter helps law enforcement agencies by directing police to the precise location of illegal gunfire incident incidents, ShotSpotter constantly notifies officers of shootings in progress with real time data delivered to dispatch centers, patrol cars and even smart phones. Instant alerts enable first responders to aid victims, collect evidence and quickly apprehend armed, dangerous offenders.

This program has spread across the country and the entire world. We are one of the last cities to participate in this program. New Haven and Hartford have had this program for several

years. The map can show you where the shoots got fired and where the gun went off, it can distinguish a single bullet from multiple bullets. Thank you for having me

[Cowlis Andrews] We are ready for public comments. Do we have a list?

Public Comment #1 Elvina Lacknoch

Good Evening, I have been living at Fireside for 5 years and I really regret moving here. I thought it would be a good place to live because I knew a lot of people here. We have a lot of people that are moving in that I don't believe have been screened. I know that everyone has to have a place to live, but we have a lot of drugs in here and a lot of other incidents in here. We have a lot of other people living in here with mental issues (please don't be offended). And a lot of people are under the doctor's care, but there are a lot of people here are unstable. They are moving a lot of young people in here. My concern is why isn't housing doing a better job and doing background checks before people move in, to avoid problems before they move in, I know that people have to have a place to live. We have had incidents here that now, I am afraid, there have been too many problems in this area and I am really afraid. I am even afraid of retaliation. So that is my main concern and the that there is no security. We have seniors with serious health issues and they are afraid. I think this stuff needs to be addressed.

The exhaust fans are not working as well in my unit. I do not have a mold issue. But I need housing to come in any clean out the vents for me. Because I am not capable of getting up there to clean the vents out. And now it's making a squeaking noise. There is some sort of sensor and every time I go into my kitchen, it squeaks. There has been no maintenance on it in five and one years.

Public Speaker #2 Martha Arington

It is my understanding that work orders should be closed. I have some old work orders that have not been. I don't believe the work orders are getting done because we don't have enough people. My specific issues are how long are work orders suppose to remain open, before they are fixed. I have been speaking with Mr. Manley and I can say when he says, he is going to come out, he keeps his word.

[Cowlis Andrews] Can you give us a specific issue, so that it could be straighten out. Give him a list of things so that they can be fixed.

Something was clogged in my vent and that was fixed. The exhaust fan needs to be fixed.

[Richard Garcia] How old are the work orders> Are they over 30 days or 60 days old?

There should not be any work orders older than 30 days. With all the sites we have, we don't have enough employees for all of the sites.

[Cowlis Andrews] Well, how can they close them, if they didn't do the work.

She had a dry vent and the way the home was built the vent actually circulated through the house to the outside, about two stories up. The exhaust fan needs to be fixed and caulking around the

tub area. I have a whole list of things that need to be done. The issue is there is not enough staff to do all the work orders.

[Cowlis Andrews] Who said that?

The workers.

Public Speaker #3 Pearly Sams Allen

We were promised cameras at Fireside, that is something that has not been implemented as far as I know. We do not have any security guards. Fireside is completely unsecure and anything can go down here. And there are people moving in doing anything up in here. So, I just want to make it known that you are doing everything but making it secure for the seniors. The seniors have worked all their lives and want a place that safe and secure to live and you are not taking care of us at all.

I received new vents put in my kitchen and bathroom. I have been having trouble with mold since 2010.

My place stays damp all the time. The fabric in my house feels damp. The fan is blowing, the light is on to indicate that it is working, but it is not. The doors swell and it hasn't rained and so it's hard to get in and out. I don't know whether you plan on putting it in all units. And I don't know if you have done any investigation to see if the fans are working in other units. All I can tell you, it's not working in mine.

[Richard Garcia] Anytime there is a problem in your unit, it's your responsibility to report it and you must get a work order number. Call the COS and that will generate a work order. And document your call, so that you can follow up within the next 5 to 10 days.

Public Speaker #4 Roxann LaFountain

I put in a work order. I called the office and Vicky said someone from maintenance will be there. It was going on 4:30 and no one came. Then I went back to the office and I had been there several times and very aggravated. My sink was backed up and was smelling like a toilet. The water was clogged up for 12 weeks and then my toilet went out. So, I went over there again. The maintenance guy comes over and takes a handle off another toilet and puts in on my toilet. The sink was still clogged up and had not been fixed. I can't get work done, but I received a notice from Vicky that I could not have a small pool.

[Cowlis Andrews] If someone was to get hurt or drown, we would be responsible if something happened. So, she was right to tell you no pools are allowed.

Is there any old business?

Is there a motion to approve the minutes of June 18,2018?

APPROVAL OF MINUTES OF June 18, 2018

Roll Call:

Commissioner Andrews	Yes
Commissioner Garcia	Yes
Commissioner Nelson	Yes
Commissioner Luna	Yes
Motion carried;	4 - 0

Secretary's Report

[Cowlis Andrews] Is there a report?

[James Slaughter] No.

Asset Management

From an Asset Management standpoint, our main focus is getting our vacancies reduced. Four months ago, the vacancies were at 20%. So, we are concentrating on specific areas to ensure that we can make things viable for our tenants. So that you can be comfortable where and how you live. In order to do that, we have to do one task at a time, we can't do everything at once. What I have done is shift some of our staff to concentrate on certain areas. In doing that, once those tasks are complete, then we go to another task. We have to change individual way of thinking in order to get the job done. Our reduction is at a level where it is consistent. As you hear about us being troubled, we are almost out of being troubled. In order to do that, we must make some changes. And as you know, some people do not like change. We cannot get to everyone at the same time, but we will do best. My main focus is to satisfy you as a tenant and the only way I can do that is to shift things around. As you know, everything takes time, so I ask you for your patience. As you know, patience is a virtue. I am available, you can call and talk to me and we can have a conversation. If it's something that needs to be done, I will make sure that it's done.

[Cowlis Are the managers having weekly meetings with Finance? All of our Amps are over budgeted. They need to have these meetings.

No, they have not. So, going forward they will schedule monthly meetings

[Maureen] Alan met with the Managers one time and that was last month.

Finance

[Maureen Merlo for Alan Cashmore] Okay you have all the monthly financial statements and Alan gave you all of the highlights. Attached are the monthly financial statements through May 2017. An explanation for significant line item variances are provided in the finance report. Through May operating income is \$68,475 lower than anticipated when the one-time sale of stop

n shop is not included. This is due to Capital Funds not being drawn and should be on track for one year. It will balance out at the end of the year.

For expenditures, the main reasons that we are overbudgeted due to temp workers, benefits, unit turnovers, elevators and general liability. Public Housing the income for May is higher than budgeted and that's due to an increase in the Operating Subsidy. Alan recalculated everything and we went from 83% to 95 %. The expenditures were more than anticipated, Alan supplied a breakdown for the significant line item variances. We are projecting that the fiscal year will end with a surplus for LIPH. Sec 8 admin fees are running higher than anticipated and Port in Revenue is \$79,620 higher. We have been absorbing all of the port ins, therefore, there is no revenue or expense that had been anticipated for this line. If you look under Expenditures, it lists all expenditures under there, from a consulting service to inspection services. Other General expenses are \$75,000 over budget due to HAP port expenses that were not budgeted. I know that you received the audit report it was completed and submitted on time.

[Cowlis Andrews] Erin can you tell me how many cameras do we have at Fireside?

[Erin McGuire] No. we have none. We are going to get 4 – 6 cameras.

Planning and Development

[Dave Ghio, Director}

2 fire units in CFG 30 days ready, 111 Complete

1 fire unit at PT 12/205, Complete

1 unit at SS 106 Atlantic St., Complete

2 fire units at Fireside UFAS renovation 4 months (August), 30% complete

1 unit at Fireside, (van crash) 90 days
Design review

Parking Garage Fire Rated Ceiling, Atlantic St.
100% Complete

Parking Garage Fire Rated Ceiling, Poplar Ave. 0%

Parking Garage Fire Rated Ceiling Pequannock St. 0% 25% complete

CFG Stand Pipes 6, to start May 29
95% complete, add Building No. 5 pump to contract

CFG Stair fire doors, Procure materials 4 wks. out

CFG Parapets 5 buildings, Under design review

TG parapets 2 Buildings, Under design review

TG Town Home roofs (all) start May 07
10% complete

Fireside Roofs (all) start May 14
15% complete

PTB Ventilation 72 motors and 18 buildings Re-Bid required
4 bids received, HUD has been updated

Marina Village Phase 1 Construction Start, planned late - August start
Marina Village 1a Windward Demo Phase II,
kick-off meeting held 7/11 for demo
Crescent Crossing

5 Baldwin Properties.

Norman - complete

Beatrice - bidding

Beach- complete

Hanover - design professional interviews

Carol - complete

UFAS Compliance MOA Ongoing

Procurement

[Caroline Sanchez] The only project under open procurement is Project Based Vouchers for New Construction Units for Marina Village Replacement Units and CF Greene and Trumbull Gardens Parapets. The Closed solicitations are PT Barnum Apartment Ventilation Upgrades, Painting Services Agency Wide. This was a short month for us, we didn't have much going on. But I will have a lot for August so be prepared. Are there any questions.

Security

[Ralph Villegas] Chief of Security. I was unable to get police reports. The police department is changing their computer system and having trouble. So, you can't retrieve reports. Effective today I haven't received reports since May. They can't even retrieve accident. I have been working with Erin IT consultant installing cameras at various locations. The mobile precinct has been moving from place to place. They have the anti-crime and gang unit. The federal people are out there and we still have the two officers assigned. Spot shooter can pick up where a gun

has been fired. The City is going to use Spot Shooter as well. We are adding some cameras at Fireside and an alarm system.

Legal

So, in terms of lease enforcement, we have a little under 100 families in court ordered stipulation agreements. About 150 of those are in Court for non-payment of rent. Asset Management and myself will be meeting to review rent collection measures and create new policies. We continue to work with the site Managers as they encourage the residents to pay their rent on time.

1. Action Items: (Resolutions)

1. UNTABLE RESOLUTION AUTHORIZING A COMMUNITY ROOM POLICY

Roll Call:

Commissioner Andrews	Nay
Commissioner Garcia	Nay
Commissioner Nelson	Nay
Commissioner Luna	Nay

Motion carried; 4-0

2. RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF BRIDGEPORT TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH SHOTSPOTTER, INC. (D/B/A SST. INC.) FOR THE CONTINUATION AND EXPANSION OF THE CITY'S GUNSHOT DETECTION SYSTEM AT AN OVERALL COST NOT TO EXCEED 100,000

Roll Call:

Commissioner Andrews	Yes
Commissioner Garcia	Yes
Commissioner Nelson	Yes
Commissioner Luna	Yes

Motion carried; 4 - 0

Meeting adjourned 7:27 p.m.

/dw