

Notice of Meeting



Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Norwalk will be held Wednesday APRIL 19, 2017 at **5:00 PM**

Place: Central Offices
24 ½ Monroe Street
Norwalk, CT 06854

CESAR RAMIREZ
Chairman

JEFFREY INGRAHAM
Vice Chairman

DEIDRA DAVIS
Treasurer

BRENDA PENN - WILLIAMS
Commissioner

CURTIS O. LAW
Executive Director

CANDACE E. MAYER
Deputy Director

LATTARULO LAW FIRM, LLC
General Counsel

1. **Roll Call**
2. **Report of the Secretary**
3. **Old Business:**

Discussion and/or approval regarding the following:

- a. Treasurers Report June, July, August September and October, November and December 2016 as set forth on attachment:
Att: 1
- b. Bills and Communications June, July, August, September, October, November, December 2016, January 2017 as set forth on attachment:
Att: 2
- c. Changes to Norwalk Housing Personnel Policy regarding Travel and Education allowances as set forth on attachment: Att: 3
- d. MINUTES of the January 18, 2017 Regular Meeting as set forth on attachment:
Att: 4
- e. Admissions and Occupancy Report January 2017 as set forth on attachment:
Att: 5
- f. Maintenance Report January 2017 as set forth on attachment:
Att: 6
- g. MOD Report January 2017 as set forth on attachment:
Att: 7
- h. Education Report January 2017 as set forth on attachment:
Att: 8
- i. Drug Testing

4. **New Business:**

Discussion and/or approval regarding the following:

- j. MINUTES of the February 2017 Regular Meeting as set forth on
Att: 9

Housing Authority of the City of Norwalk

P.O. Box 508, 24 ½ Monroe Street, Norwalk, Connecticut 06856-0508
Phone 203-838-8471 • Fax 203-838-6535 • TDD/TYY 1-800-545-1833 ext. 437
www.norwalkha.org

k.	Treasurers Report January 2017 as set forth on attachment:	Att:	10
l.	Bills and Communications March 2017 as set forth on attachment:	Att:	11
m.	Admissions and Occupancy Report February/March 2017 as set forth on attachment:	Att:	12
n.	Maintenance Report February/March 2017 as set forth on attachment:	Att:	13
o.	MOD February/March 2017 as set forth on attachment:	Att:	14
p.	Education Report February/March 2017 as set forth on attachment:	Att:	15
q.	CNI Report February/March 2017 as set forth on attachment:	Att:	16
r.	Federal Operating Budget FYE March 2018 as set forth on attachment.	Att:	17

All statutory and regulatory requirements met:

1. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
2. Proposed budget expenditures are necessary to meet the efficient and economical operation of housing for the purpose of serving low-income residents;
3. The budget indicates a source of funds adequate to cover all proposed expenditure;
4. The PHA will comply with the wage rate requirement under 24 CFR 968.110(C) AND (F) and
5. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i)

s.	WRITE-OFFS Vacated Accounts (FYE)Fiscal Year Ending 3/31/2017 – Federal - \$55, 095.13, Colonial Village - \$ 3,235.01, School Street – \$ 5, 061.54 as set forth on attachment:	Att:	18
t.	File Vision Single Source Purchase in the amount of \$65,325/\$7,500 annual ongoing support as set forth on attachment;	Att:	19

Housing Authority of the City of Norwalk

- u. Ludlow Commons temporary resident relocation recommendation's as set forth on attachment: Att: 20
- v. Ludlow Village Management Plan 2017 as set forth on attachment. Att: 21
- w. 16 School Street Management Plan 2017 as set forth on attachment: Att: 22
- x. Change in Admissions and Continued Occupancy Plan (ACOP) Washington Village re-occupancy as set forth on attachment. Att: 23
- y. M & R Contractors, Farmington Connecticut to Repave Parking lot / Replace Stair Landings and Replace Stair Treads at Fairfield Avenue Apartments at a cost of \$144,500 as set forth on attachment: Att: 24
- z. Baker, Tilly Virchow Krause LLC Financial Consultant as set forth on attachment: Att: 25
- aa. Seaside Design to print NHA 2018-2020 Annual Calendar and Notecards at a cost of \$14,635 as set forth on attachment: Att: 26
- bb. Michael Crafter to enroll/attend two Fairfield University graduate courses, one beginning July 7, 2017 and one beginning September 5, 2017 at a cost of \$2,325 per class as set forth on attachment: Att: 27
- cc. Staff to attend 2017 Annual NERC/NAHRO Conference and Exhibition June 25-28, 2017 Samoset Resort, Rockport, ME for a registration cost of \$475.00 per person and room rate of \$217 per night if reservations are made by May 29, 2017 as set forth on attachment: Att: 28
- dd. Staff to attend HAPA, Housing Agency Procurement Assistance, Training Seminar June 21-23, 2017 at John A. Logan Community College, Franklin County, IL at a registration cost of \$557.00 per person, as set forth on attachment. Att: 29

THE EXECUTIVE SESSION OF THE REGULAR MEETING REGARDING PERSONNEL and PILOT PAYMENTS WILL BE HELD FOLLOWING THE REGULAR MEETING.

Respectfully Submitted,



Curtis O. Law
Executive Director / Secretary

Housing Authority of the City of Norwalk