



**PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES**  
**Thursday, February 16, 2017 3 p.m., at 12 S. 23rd St., Philadelphia, PA 19103**

The regular meeting of the Philadelphia Housing Authority ("PHA") Board of Commissioners was brought to order at approximately 3:03 p.m. by the Chair, Lynette Brown-Sow. In addition to the Chair, Vice-Chair Wetzel and Commissioners Callahan, Coney, Purnell and Wise were in attendance, as well as President & CEO Kelvin A. Jeremiah ("CEO Jeremiah") and Acting General Counsel, Laurence M. Redican.

The Chair began the meeting by asking for a moment of silence in preparation for the work to be done, then announced that an executive session had taken place just prior to the meeting, for the purpose of discussing litigation and matters confidential by law.

CEO Jeremiah reviewed the Board meeting procedure for public comment and announced that: 1) PHA had its unveiling of a historical marker at the Queen Lane development on February 3, 2017, which commemorated the use of the land as a Potter's Field, and 2) the groundbreaking for the Strawberry Mansion development is scheduled for March 31, 2017.

Chief Bard then gave a short presentation regarding the 41% drop in serious crime that has been achieved at PHA sites over the past year and thanks were given to the residents for their cooperation, Resident Commissioners Coney and Wise for their involvement and direction, CEO Jeremiah for his steadfast support, and Chief Bard for his vision and effective leadership. It was also noted that PHA has no additional funds for its police force, which is budgeted at roughly \$9.6 million, is critical to the well-being and safety of PHA residents, and also assists the City in keeping Philadelphia safer.

CEO Jeremiah then congratulated the recipient of this month's Resident Spotlight, Keiara Cobble, who completed the Community Health Worker job training program with Temple University in July of 2016, is now employed as a Direct Support Staff Member with Resources for Human Development (RHD), and works full time. She received a round of applause in absentia.

The Chair inquired whether there were any corrections or amendments to the minutes of the Board Meeting of January 19, 2017. Hearing none, the minutes were accepted as submitted.

Six resolutions were presented and unanimously approved by those participating in the voting.

**Resolution 11913**, attached in Appendix 1, was presented by Michael Johns, Senior Executive Vice President – Capital Projects and Development, for the Board to authorize PHA to submit an application to the U.S. Department of Housing and Urban Development to dispose of a site in the Sharswood neighborhood to Habitat for Humanity, for the purpose of constructing twenty (20) affordable housing units. Commissioner Coney, as a member of the Policy & Planning Committee, moved for its approval. Following a second, she stated that the Policy & Planning Committee had reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

**Resolution 11914**, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management (“EVP-SCM”), for PHA to execute contracts for the following types of insurance: General Liability; Public Officials and Employment Practices; Law Enforcement Liability; Employee Benefits Liability; Property; Boiler & Machinery; Fidelity and Crime; Fiduciary Liability; Auto Liability; Auto Physical Damage; Environmental Liability; Mold Liability; Pesticide Liability; and Cyber Security & Liability, in a total amount not to exceed four million four hundred fifty-six thousand five hundred fourteen dollars (\$4,456,514.00). Commissioner Callahan, as Chair of the Finance Committee, moved for its approval. Following a second, she stated that the Finance Committee had reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

**Resolution 11915**, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Blosky and Associates, LLC for Financial Services, in a total not-to-exceed amount of one million one hundred ninety-four thousand two hundred twenty dollars (\$1,194,220.00). Commissioner Callahan, as the Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan stated that the committee had reviewed the resolution and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

**Resolution 11916**, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract for bond and issuer counsel services with Ballard Spahr, LLC; Buchanan, Ingersoll, and Rooney, P.C.; and Dinsmore & Shohl, LLP, in a total not-to-exceed amount of one million two hundred fifty thousand dollars (\$1,250,000.00). Commissioner Callahan, as the Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan stated that the committee had reviewed the resolution and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

**Resolution 11917**, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with AllWorld Language Consultants, Inc. for a complete range of interpretation and translation language services, with the total contract amount not to exceed two hundred fifty thousand dollars (\$250,000.00). Commissioner Coney, as the Chair of the Resident Services Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan commented that the committee reviewed the resolution, appreciated that the contract would include the services being made available to resident leadership, and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Prior to any discussion or presentation regarding **Resolution 11918**, attached in Appendix 1, Commissioner Pumell recused himself, explained that this was due to the overlap between the subject of this resolution and his job duties as Deputy Director of the City of Philadelphia Division of Housing and Community Development, and he left the room. Dave Walsh, EVP-SCM, then presented the resolution, to authorize PHA to negotiate a Pre-Development Agreement with Mission First Housing Group (“Developer”) to become a development partner for a site located between 26<sup>th</sup> and 27<sup>th</sup> Streets and Susquehanna Avenue. Any final development plan or further expenditure would be subject to approval by the Board of Commissioners. Commissioner Coney, as a member of the Policy & Planning Committee, moved for its approval. Following a second, she stated that the Policy & Planning Committee had reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an

opportunity was provided, the motion was unanimously approved and Commissioner Pumell returned for the rest of the meeting.

The public comment period began at approximately 3:25 p.m. The only speaker was Denise Eubanks, a Section 8 resident, who spoke about various landlord issues and her concern about representation, to which Commissioner Coney responded, noting that the Resident Advisory Board represents such PHA program participants and she would share its contact information.

CEO Jeremiah then presented the Employee of the Month award to Operations Employee Anthony Manela, Superintendent of Emergency and Non-Routine Maintenance, for his dedication, initiative, and taking on of additional responsibilities related to recent staffing changes and reorganization. It was also noted that Mr. Manela was back to work a day after his surgery that was required after he was attacked at a PHA site while responding to a call for assistance. Mr. Manela received appreciative applause and congratulation, as well as a certificate and a check for two hundred and fifty dollars (\$250.00).

The Chair then adjourned the meeting at approximately 3:30 p.m.

Respectfully submitted,



*Laurence M. Redican*  
*Acting General Counsel*  
*Philadelphia Housing Authority*

# APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY  
MEETING OF THE BOARD OF COMMISSIONERS  
12 S. 23<sup>rd</sup> St.  
PHILADELPHIA, PA 19103  
THURSDAY, FEBRUARY 16, 2017, at 3 p.m.  
AGENDA

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- A. **Call to Order** Lynette M. Brown-Sow, Chair of the Board of Commissioners  
The Philadelphia Housing Authority Board of Commissioners
- B. **Remarks** Lynette M. Brown-Sow, Chair of the Board of Commissioners  
Kelvin A. Jeremiah, President & CEO
- C. **Approval of Minutes** of the Board Meeting held January 19, 2017, as distributed.
- D. **New Business**
1. **RESOLUTION AUTHORIZING THE SUBMISSION OF A LAND DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR CONVEYANCE OF LAND TO HABITAT FOR HUMANITY PHILADELPHIA, OR ITS AFFILIATES, FOR NOMINAL CONSIDERATION AND FOR THE CONSTRUCTION OF TWENTY (20) AFFORDABLE HOMEOWNERSHIP HOUSING UNITS**  
  
Michael Johns
  2. **RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO EXECUTE INSURANCE CONTRACTS WITH VARIOUS INSURERS FOR A NUMBER OF TYPES OF INSURANCE**  
  
Wendi Barish
  3. **RESOLUTION AUTHORIZING A CONTRACT FOR FINANCIAL SERVICES WITH BLOSKY AND ASSOCIATES, LLC**  
  
Dave Walsh
  4. **RESOLUTION AUTHORIZING A CONTRACT FOR BOND AND ISSUERS COUNSEL SERVICES WITH BALLARD SPAHR, LLC; BUCHANAN, INGERSOLL, AND ROONEY, P.C.; AND DINSMORE & SHOHL, LLP**  
  
Dave Walsh

5. **RESOLUTION AUTHORIZING A CONTRACT FOR LANGUAGE SERVICES WITH ALLWORLD LANGUAGE CONSULTANTS, INC.**

Dave Walsh

6. **RESOLUTION AUTHORIZING THE SELECTION OF A DEVELOPER FOR THE DEVELOPMENT OF APPROXIMATELY THREE ACRES BETWEEN TWENTY-SIXTH AND TWENTY-SEVENTH STREETS AND SUSQUEHANNA AVENUE IN THE STRAWBERRY MANSION NEIGHBORHOOD**

Dave Walsh

#### **E. Public Comment Period**

**RESOLUTION NO. 11913**

**RESOLUTION AUTHORIZING THE SUBMISSION OF A LAND DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR CONVEYANCE OF LAND TO HABITAT FOR HUMANITY PHILADELPHIA, OR ITS AFFILIATES, FOR NOMINAL CONSIDERATION AND FOR THE CONSTRUCTION OF TWENTY (20) AFFORDABLE HOMEOWNERSHIP HOUSING UNITS**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") is the owner of the land on the 2300 block of Oxford Street, between 23<sup>rd</sup> Street and 24<sup>th</sup> Street (the "Site"), in the Sharswood/Blumberg neighborhood; and

**WHEREAS**, PHA has previously requested and received approval to demolish units at the Site, as part of the Norman Blumberg PA0000050 Demolition Application #DDA005778; and

**WHEREAS**, on July 16, 2016, the Board of Commissioners approved Resolution No. 11876, authorizing PHA to enter into a Memorandum of Agreement ("MOA") with Habitat for Humanity Philadelphia ("HFHP"), under which PHA committed to providing HFHP with parcels of land in the Blumberg/Sharswood neighborhood, for nominal consideration, and HFHP committed to building twenty (20) affordable homeownership units on those parcels; and

**WHEREAS**, PHA wishes to sell the property at the Site to HFHP for nominal consideration, for construction of the twenty (20) affordable homeownership units on those parcels, in accordance with the MOA; and

**WHEREAS**, in order to convey the property, as noted above, it is required that PHA have a Board resolution authorizing PHA to submit a land disposition application to HUD to dispose of the land parcels on the Site, for nominal consideration, to HFHP or its affiliates;

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to submit a Land Disposition Application to the U.S. Department of Housing and Urban Development for the land located on the 2300 block of Oxford Street, between 23<sup>rd</sup> Street and 24<sup>th</sup> Street, in the Sharswood/Blumberg neighborhood, to convey that land to Habitat for Humanity Philadelphia or its affiliates for nominal consideration, as set forth above, and to take all necessary actions to carry out the provisions of the resolution, in compliance with applicable statutes, laws and regulations.

I hereby certify that this was  
APPROVED BY THE BOARD ON 2/16/17

*Sam McKeen*  
ATTORNEY FOR PHA

**RESOLUTION NO. 11914**

**RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO EXECUTE INSURANCE CONTRACTS WITH VARIOUS INSURERS FOR A NUMBER OF TYPES OF INSURANCE**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") has a continuing need for General Liability insurance; Public Officials and Employment Practices insurance; Law Enforcement Liability insurance; Employee Benefits Liability insurance; Property insurance; Boiler & Machinery insurance; Fidelity & Crime insurance, Fiduciary Liability insurance; Automobile Liability insurance; Automobile Physical Damage insurance; Environmental Liability insurance; Mold Liability insurance; Pesticide Liability insurance; and Cyber Security & Liability insurance; and

**WHEREAS**, PHA entered into a contract with Conner Strong & Buckelew ("Conner Strong") on July 15, 2014, for the provision of qualified professional insurance brokerage and consulting services; and

**WHEREAS**, at PHA's request, Conner Strong has provided insurance quotations from various insurers; and

**WHEREAS**, based on Conner Strong's recommendations, PHA reviewed and selected the policies and actions set forth on the attachment to this resolution, as providing appropriate coverage and being in the best interest of PHA; and

**WHEREAS**, each insurance policy has a deductible, as shown on the attachment to this resolution, and PHA is required to pay up to the amount of the deductible for each claim on the policy and such deductible payments are not included in the premium amounts set forth herein; and

**WHEREAS**, it is recommended that the insurance contracts as set forth on the attachment to this resolution, be acquired in a total premium amount not to exceed four million four hundred fifty-six thousand five hundred fourteen dollars (\$4,456,514.00);

**BE IT RESOLVED**, that Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to execute insurance contracts with various insurers, as procured by Conner Strong, for the following types of insurance: General Liability; Public Officials & Employment Practices; Law Enforcement Liability; Employee Benefits Liability; Property; Boiler & Machinery; Fidelity & Crime; Fiduciary Liability; Automobile Liability; Automobile Physical Damage; Environmental Liability; Mold Liability; Pesticide Liability and Cyber Security & Liability, as set forth in the attachment to this resolution, in a total amount not to exceed four million four hundred fifty-six thousand five hundred fourteen dollars (\$4,456,514.00), and to expend any amounts required to be paid as deductibles and fees under the policies, subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts.

I hereby certify that this was

APPROVED BY THE BOARD ON 2/16/17

  
ATTORNEY FOR PHA

**ATTACHMENT TO RESOLUTION REGARDING INSURANCE CONTRACTS**

<b><u>COVERAGE</u></b>	<b><u>INSURER</u></b>	<b><u>LIMIT</u></b>	<b><u>DEDUCTIBLE</u></b>	<b><u>PREMIUM</u></b>
Commercial Property	HARRG	\$100,000,000	\$50,000	\$1,771,167
Boiler & Machinery	Travelers	\$50,000,000	\$10,000	\$31,718
General Liability	HARRG	\$15,000,000	\$50,000	\$918,332
Mold	HARRG	\$500,000	\$50,000	\$83,067
Pesticide	HARRG	\$1,000,000	\$25,000	\$4,158
Public Officials	HARRG	\$2,000,000	\$50,000	\$166,268
Employment Practices	HARRG	\$2,000,000	\$50,000	\$614,118
Law Enforcement Liability	HARRG	\$1,000,000	\$25,000	\$48,457
Employees Benefits Liability	HARRG	\$1,000,000	\$25,000	\$20,000
Fidelity & Crime	Travelers	\$2,000,000	\$50,000	\$31,450
Fiduciary	Euclid	\$15,000,000	\$25,000	\$46,539
Auto Liability	HARRG	\$2,000,000	\$0	\$514,850
Auto Physical Damage	Travelers	Actual Cash Value	\$1,000	\$102,485
Environmental	Crum & Forster	\$1,000,000	\$5,000	\$77,391
Cyber Security & Liability	National Union	\$2,000,000	\$25,000	<u>\$26,514</u>
<b>TOTAL INSURANCE PREMIUM</b>				<b>\$4,456,514</b>



**RESOLUTION NO. 11915**

**RESOLUTION AUTHORIZING A CONTRACT FOR FINANCIAL SERVICES  
WITH BLOSKY AND ASSOCIATES, LLC**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") has identified a need for financial services and a Request for Proposal was developed for the selection of a company to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

**WHEREAS**, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

**WHEREAS**, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and


**WHEREAS**, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Blosky and Associates, LLC.; and

**WHEREAS**, work is to be assigned to the awardee at the discretion of the Contracting Officer based on need, performance, and other legitimate business factors, and may be altered in accordance with the contract terms at any time during the course of this contract; and

**WHEREAS**, it is recommended that the amount to be expended under the contract shall not exceed one million one hundred ninety-four thousand two hundred twenty dollars (\$1,194,220.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two-year base period is four hundred seventy-one thousand two hundred dollars (\$471,200.00);
- 2) The not-to exceed amount for the first one-year option period is two hundred thirty-five thousand six hundred dollars (\$235,600.00);
- 3) The not-to exceed amount for the second one-year option period is two hundred forty-three thousand seven hundred ten dollars (\$243,710.00); and
- 4) The not-to exceed amount for the third one-year option period is two hundred forty-three thousand seven hundred ten dollars (\$243,710.00);

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Blosky and Associates, LLC, for a total amount not to exceed one million one hundred ninety-four thousand two hundred twenty dollars (\$1,194,220.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was  
APPROVED BY THE BOARD ON 2/16/17  
  
ATTORNEY FOR PHA

**RESOLUTION NO. 11916**

**RESOLUTION AUTHORIZING A CONTRACT FOR BOND AND ISSUERS COUNSEL SERVICES WITH BALLARD SPAHR, LLC; BUCHANAN, INGERSOLL, AND ROONEY, P.C.; AND DINSMORE & SHOHL, LLP**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") has identified a need for bond and issuers counsel services and a Request for Proposal was developed for the selection of a company to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

**WHEREAS**, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

**WHEREAS**, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

**WHEREAS**, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Ballard Spahr, LLC; Buchanan, Ingersoll, and Rooney, P.C.; and Dinsmore & Shohl, LLP; and

**WHEREAS**, work is to be assigned to the awardees at the discretion of the Contracting Officer based on need, performance, and other legitimate business factors, and may be altered in accordance with the contract terms at any time during the course of these contracts; and

**WHEREAS**, it is recommended that the aggregate amount to be expended under the three (3) contracts, combined, shall not exceed one million two hundred fifty thousand dollars (\$1,250,000.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is five hundred thousand dollars (\$500,000.00);
- 2) The not-to exceed aggregate amount for the first one-year option period is two hundred fifty thousand dollars (\$250,000.00);
- 3) The not-to exceed aggregate amount for the second one-year option period is two hundred fifty thousand dollars (\$250,000.00); and
- 4) The not-to exceed aggregate amount for the third one-year option period is two hundred fifty thousand dollars (\$250,000.00);

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with Ballard Spahr, LLC; Buchanan, Ingersoll, and Rooney, P.C.; and Dinsmore & Shohl, LLP for a total aggregate amount not to exceed one million two hundred fifty thousand dollars (\$1,250,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was  
APPROVED BY THE BOARD ON 12/16/17  
  
ATTORNEY FOR PHA

**RESOLUTION NO. 11917**

**RESOLUTION AUTHORIZING A CONTRACT FOR LANGUAGE SERVICES WITH ALLWORLD LANGUAGE CONSULTANTS, INC.**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") has identified a need for language services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

**WHEREAS**, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

**WHEREAS**, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

**WHEREAS**, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to AllWorld Language Consultants, Inc.; and

**WHEREAS**, work is to be assigned to the awardee at the discretion of the Contracting Officer based on need, performance, and other legitimate business factors, and may be altered in accordance with the contract terms at any time during the course of the contract; and

**WHEREAS**, it is recommended that the amount to be expended under the contract shall not exceed two hundred fifty thousand dollars (\$250,000.00) with a two (2) year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two-year base period is one hundred thousand dollars (\$100,000.00);
- 2) The not-to exceed amount for the first one-year option period is fifty thousand dollars (\$50,000.00);
- 3) The not-to exceed amount for the second one-year option period is fifty thousand dollars (\$50,000.00); and
- 4) The not-to exceed amount for the third one-year option period is fifty thousand dollars (\$50,000.00);

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with AllWorld Language Consultants, Inc. subject to the availability of funds therefor, as set forth above, in a total contract amount not to exceed two hundred fifty thousand dollars (\$250,000.00), and to take all necessary actions relating to such contract.

I hereby certify that this was  
APPROVED BY THE BOARD ON 2/16/17

*Sam McRedic*  
ATTORNEY FOR PHA

**RESOLUTION NO. 11918**

**RESOLUTION AUTHORIZING THE SELECTION OF A DEVELOPER FOR THE DEVELOPMENT OF APPROXIMATELY THREE ACRES BETWEEN TWENTY-SIXTH AND TWENTY-SEVENTH STREETS AND SUSQUEHANNA AVENUE IN THE STRAWBERRY MANSION NEIGHBORHOOD**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") issued a solicitation to choose one developer to develop approximately three (3) acres of land located within the Strawberry Mansion Community; and

**WHEREAS**, the Request for Qualifications was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

**WHEREAS**, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

**WHEREAS**, based upon the recommendation of the committee and a determination by the Contracting Officer, it is recommended that Mission First Housing Group is selected as a conditional designation developer to continue negotiations for the site; and

**WHEREAS**, PHA seeks to award a Pre-Development Agreement so that the Developer may act on PHA's behalf, within the parameters set forth in the Pre-Development Agreement, to commence activities related to securing the financing, tax credit allocation and final development of the plan for the parcels; and

**WHEREAS**, under the terms of the Request for Qualifications, Mission First Housing Group must comply with Section 3, MBE and WBE requirements for construction of the Development; and

**WHEREAS**, any final plan for pre-development and development, including any financial commitment from PHA, will be subject to the approval PHA's Board of Commissioners and the United States Department of Housing and Urban Development;

**BE IT RESOLVED**, the Board of Commissioners hereby authorizes PHA's President & CEO and/or his authorized designee(s) to enter into a Conditional Designation Agreement with Mission First Housing Group to take all steps necessary to complete the development of a final development plan for the site, including but not limited to the submission of low income tax credits applications.

I hereby certify that this was  
APPROVED BY THE BOARD ON 2/16/17

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ATTORNEY FOR PHA