



**PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS
MEETING MINUTES**

Thursday, February 18, 2021, 3 p.m.

The regularly scheduled meeting of the Philadelphia Housing Authority ("PHA") Board of Commissioners was conducted via a virtual platform, due to COVID-19 public health concerns and in accordance with PHA's By-Laws that provide for remote participation, while respecting the goals and requirements of the Sunshine Act. The protocols for public participation, including opportunities to submit written or verbal comments and questions, were posted on the PHA website as of April 8, 2020, with directions for real-time public audio access for this meeting provided thereafter, as well.

The meeting was brought to order at approximately 3:00 p.m. by the Chair, Lynette Brown-Sow, at which time she did a roll call of participating Commissioners to ensure that a quorum was present, which it was. All Commissioners participated: Chair Brown-Sow, Vice-Chair Wetzel, and Commissioners Callahan, Camarda, Coney, Mayo, Purnell, Shahid (who joined after the vote on the first resolution), and Wise. Also participating were President & CEO ("CEO") Kelvin A. Jeremiah and General Counsel and Board Secretary, Laurence M. Redican.

The Chair requested a moment of silence to prepare for the work to be done at the meeting, after which the CEO reviewed the public comment procedure in place for the virtual meeting and made the following announcements:

1) PHA is partnering with Jumpstart Philly, a community development program that provides training, mentoring, networking and financial resources to local aspiring developers, with houses rehabbed through the partnership to be sold to people whose incomes are less than 80% of Area Median Income; participants in PHA's homeownership program will have the first opportunity to buy the homes;

2) Lopa Kolluri, who began with PHA in 2017 as Senior Executive Vice President and Chief Development and Operating Officer, has moved on to HUD, joined briefly in the meeting to say farewell, and we wish her the best; and

3) diligence should be maintained regarding the COVID-19 virus and PHA has begun vaccinating our frontline workers, seniors, and resident leaders, with vaccinations also being brought to senior sites.

The Chair then asked whether there were any corrections or amendments to the minutes of the Board meeting of January 21, 2021, as submitted. Hearing none, the minutes were accepted.

Six (6) resolutions were presented and unanimously approved by those participating in the meeting at the time of the vote.

Resolution 12135, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management ("EVP-SCM"), to authorize PHA to extend its contract with the Boys and Girls Club, to finish up the current school year, with the contract performance period not to exceed five (5) months and the total amount to be expended not to exceed one hundred fifty thousand dollars (\$150,000.00). Commissioner Coney, as Chair of the Resident Services

Committee to which the resolution was sent for review, moved for its adoption. Following a second, Commissioner Coney stated that the committee had met, reviewed the resolution and recommended its approval for the sake of continuity in services for the children. There being no further discussion or public comment (for which an opportunity was provided, as it was for all the resolutions, pursuant to the protocols regarding virtual meetings), the motion was unanimously approved by all those participating in the meeting at that time (Commissioner Shahid joined the meeting after this vote), by roll call.

Resolution 12136, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to execute insurance contracts based on insurance quotations procured by Conner Strong & Buckelew under its existing contract with PHA, for various types of insurance, as set forth in the resolution, in a total amount not to exceed five million five hundred forty-four thousand one hundred thirty-three dollars (\$5,544,133.00). Commissioner Callahan, as Chair of the Finance Committee that had reviewed the resolution, moved for its adoption. After the motion was seconded, Commissioner Callahan stated that the committee had reviewed the resolution and recommended it. There being no further comment, the motion was approved by a unanimous vote, done by roll call.

Resolution 12137, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Creativescape, Edens Corporation, and Bustleton Services, Inc. for various tree-related services, as detailed in the resolution, in a total amount not to exceed three million four hundred twenty thousand four hundred dollars (\$3,420,400.00). Commissioner Callahan, as Chair of the Finance Committee that had reviewed the resolution, moved for its adoption. Following the motion being seconded, and there being no discussion, the motion was approved by a unanimous roll call vote.

Resolution 12138, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Hispanic Ventures Inc., W&W Contractors, Inc., and Unique Properties and Builders, LLC for interior and exterior painting services, in a total amount not to exceed twelve million five hundred thousand dollars (\$12,500,000.00). Commissioner Callahan, as Chair of the Finance Committee that had reviewed the resolution, moved for its adoption. After the motion was seconded, Commissioner Callahan stated that the committee had reviewed the resolution and recommended it. Following additional discussion, the motion was approved by a unanimous roll call vote.

Resolution 12139, attached in Appendix 1, was presented by Celeste C. Fields, Senior Executive Vice President/Chief Administrative & Financial Officer, for approval of the FY 2022 Comprehensive Operating and Capital Budgets, which, as indicated on the presentation provided at the meeting (attached as Appendix 2), project revenues at \$521,460,005.00, expenditures at \$521,460,005.00, and an Adjusted Net Income for FY 2022 of \$0, so that the FY 2022 budget is balanced. Commissioner Callahan, as Chair of the Finance Committee that had reviewed the resolution, moved for its adoption. After the motion was seconded, the Chair noted that the budget had also been presented to the full Board and Resident Leadership. There being no further discussion, the motion was approved by a unanimous roll call vote.

Resolution 12140, attached in Appendix 1, was presented by Joshua McQuoid, Assistant Vice President of Human Resources, to authorize PHA to execute a renewal three-year Collective Bargaining Agreement between PHA and the Service Employees International Union, Local 32BJ, Mid-Atlantic District, through March 31, 2022, which provides for general wage increases and certain work rule changes. Commissioner Callahan, as Chair of the Finance Committee that had reviewed the resolution, moved for its adoption. After the motion was seconded,

Commissioner Callahan stated that the committee had reviewed the resolution and recommended it. There being no further comment, the motion was approved by a unanimous roll call vote.

For the **Public Comment period**, one voicemail general comment was played, as received in accordance with the procedures for public comment at virtual meetings, published on PHA's website since April 2020. This was from a Mrs. Smith, who stated that she was calling on behalf of an HCV program participant, Ms. Hassanah Bennett. Leased Housing was informed of this voicemail upon receipt, so as to follow-up (as requested in the voicemail), which it had.

It was also noted that multiple voicemails (which included personal information, such as client ID number, birthday information, phone number, etc.) seeking immediate maintenance assistance regarding electrical concerns, as opposed to a comment for the Board, had been received from a Raymond Rosen resident, Ruth Hayes. Due to the nature of the communications, the issues in the voicemails were relayed to Operations upon receipt, and were promptly addressed.

There being no further business, the Chair announced that the next meeting will be March 18, 2021, and the meeting ended after a unanimously approved motion to adjourn, at approximately 4:00 p.m.

Respectfully submitted,



Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS 2013 RIDGE AVE.¹
PHILADELPHIA, PA 19121
THURSDAY, FEBRUARY 18, 2021 at 3 p.m.
AGENDA

- A. **Call to Order** Lynette Brown-Sow, Chair
- B. **Remarks** Kelvin A. Jeremiah, President & CEO
- C. **Approval of the Minutes** of the Board Meeting held January 21, 2021, as distributed
- D. **New Business**
 - 1. **RESOLUTION AUTHORIZING A FIVE (5) MONTH CONTRACT EXTENSION WITH THE BOYS AND GIRLS CLUB TO CONTINUE THROUGH THE END OF THE ACADEMIC YEAR**
Dave Walsh
 - 2. **RESOLUTION AUTHORIZING INSURANCE CONTRACTS WITH VARIOUS INSURERS FOR A NUMBER OF TYPES OF INSURANCE**
Dave Walsh
 - 3. **RESOLUTION AUTHORIZING CONTRACTS FOR TREE REMOVAL, PRUNING, AND STUMP GRINDING SERVICES WITH CREATIVESCAPE, EDENS CORPORATION, AND BUSTLETON SERVICES, INC.**
Dave Walsh
 - 4. **RESOLUTION AUTHORIZING CONTRACTS FOR INTERIOR AND EXTERIOR PAINTING SERVICES WITH HISPANIC VENTURES, INC., W&W CONTRACTORS, INC., AND UNIQUE PROPERTIES AND BUILDERS, LLC**
Dave Walsh
 - 5. **RESOLUTION APPROVING THE FISCAL YEAR (FY) 2022 OPERATING AND CAPITAL BUDGETS**
Celeste Fields
 - 6. **RESOLUTION AUTHORIZING THE EXECUTION OF A RENEWAL COLLECTIVE BARGAINING AGREEMENT WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 32BJ, MID-ATLANTIC DISTRICT**
Joshua McQuoid
- E. **Public Comment Period**

¹ This meeting is being conducted virtually, pursuant to the procedures on the PHA website at www.pha.phila.gov, due to safety and health concerns for our residents, staff, the Board, and the public, raised by the COVID-19 pandemic

RESOLUTION NO. 12135

RESOLUTION AUTHORIZING A FIVE (5) MONTH CONTRACT EXTENSION WITH THE BOYS AND GIRLS CLUB TO CONTINUE THROUGH THE END OF THE ACADEMIC YEAR

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need to continue to provide remote learning support for PHA's school-aged children at seven (7) PHA sites, Abbotsford, Raymond Rosen, Spring Garden, Wilson Park, Johnson Homes, Harrison Plaza and Bartram Village; and

WHEREAS, in September 2020, at the start of the school year, PHA adapted the Out of School Programming model so that the Boys and Girls Club, under an existing contract, would provide Remote Learning programming five (5) days per week from 9 a.m. to 3 p.m. for the sites listed above; and

WHEREAS, the Remote Learning programming being provided by the Boys and Girls Club includes learning support, internet access, access to materials and supplies, and oversight of children as they engage in remote learning; and

WHEREAS, based upon the work performed to date, as adapted for the challenges created by the public health crisis; contracting uncertainties due to the pandemic in terms of issuing a new Request for Proposals; and the need for continuity of services for youth who are depending on this programming, it is recommended that PHA extend the contract through the end of the academic year, to add five (5) months, and have it continue until July 1, 2021; and

WHEREAS, the amount to be expended under the five (5) month contract extension shall not exceed one hundred fifty thousand dollars (\$150,000.00); and

WHEREAS, a Request for Proposals will be issued in February 2021 seeking providers to implement programming beginning July 1, 2021;

BE IT RESOLVED, that the PHA Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a five (5) month contract extension for the Boys and Girls Club, in an amount not exceed one hundred fifty thousand dollars (\$150,000.00), to cover expenses from February 1, 2021 to July 1, 2021, subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract extension.



I hereby certify that this was
APPROVED BY THE BOARD ON 2/18/2021
Shawn M. Redic
ATTORNEY FOR PHA

RESOLUTION NO. 12136

RESOLUTION AUTHORIZING 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; Lead Liability insurance; Mold Liability insurance; Pesticide Liability insurance; Cyber Security and Liability insurance; and such other policies as may be deemed necessary by the President & CEO; and

WHEREAS, PHA entered into a contract with Conner Strong & Buckelew (“Conner Strong”) on November 29, 2017, for the provision of qualified professional insurance brokerage and consulting services; and

WHEREAS, at PHA’s request, Conner Strong has solicited insurance quotations from various insurers for insurance needs covered under this resolution; 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 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 the total premium amount not to exceed five million five hundred forty-four thousand one hundred thirty-three dollars (\$5,544,133.00);

BE IT RESOLVED, that the President & CEO or his authorized designee is hereby authorized to execute insurance contracts with various insurers, as procured by Conner Strong, for General Liability insurance; Public Officials & 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; Lead Liability insurance; Mold Liability insurance; Pesticide Liability insurance and Cyber Security and Liability insurance, as set forth in the attachment to this resolution, in a total amount not to exceed five million five hundred forty-four thousand one hundred thirty-three dollars (\$5,544,133.00), and to expend any amounts required to be paid as deductibles and fees under the policies, subject to 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 2/18/2021
[Signature]
ATTORNEY FOR PHA

ATTACHMENT TO RESOLUTION REGARDING INSURANCE CONTRACTS

COVERAGE	INSURER	LIMIT	DEDUCTIBLE	NEW 2021 PREMIUM
Commercial Property	HAPI	\$100,000,000	\$50,000	\$1,892,235
Boiler & Machinery	Hartford Steam Boiler	\$50,000,000	\$10,000	\$38,905
General Liability	HARRG	\$15,000,000	\$50,000	\$1,023,681
Mold	HARRG	\$500,000	\$50,000	\$81,281
Pesticide	HARRG	\$1,000,000	\$25,000	\$4,010
Public Officials	HARRG	\$2,000,000	\$50,000	\$186,780
Employment Practices	HARRG	\$2,000,000	\$50,000	\$754,061
Law Enforcement	HARRG	\$1,000,000	\$25,000	\$85,434
Employees Benefits	HARRG	\$1,000,000	\$25,000	\$20,000
Fidelity & Crime	Travelers	\$3,000,000*	\$100,000	\$32,930
Fiduciary	Euclid	\$15,000,000	\$25,000	\$46,830
Auto Liability	HARRG	\$2,000,000	\$0	\$831,300
Auto Physical Damage	Travelers	Actual Cash Value	\$1,000	\$382,085
Lead Liability	Crum & Forster	\$5,000,000	\$50,000	\$113,000
Cyber Security	Zurich	\$3,000,000	\$25,000	\$ 51,601
TOTAL				\$5,544,133

*The Fidelity & Crime limit will be increased from \$2,000,000 to \$3,000,000 under this resolution.

Note: Conner Strong & Buckelew is the broker for most PHA policies. Premium payments are made to Conner Strong for the Fidelity & Crime, Fiduciary, Lead and Cyber insurance policies. Other premium payments are made directly to the insurers involved.

RESOLUTION NO. 12137

RESOLUTION AUTHORIZING CONTRACTS FOR TREE REMOVAL, PRUNING, AND STUMP GRINDING SERVICES WITH CREATIVESCAPE, EDENS CORPORATION, AND BUSTLETON SERVICES, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for tree maintenance 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 contracts be awarded to, Creativescape, Edens Corporation, and Bustleton Services, Inc.; and

WHEREAS, work is to be assigned to each of the three (3) 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 the contract at the discretion of the Contracting Officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the three (3) contracts, combined, shall not exceed three million four hundred twenty thousand four hundred dollars (\$3,420,400.00) 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 year base period is one million three hundred sixty-eight thousand one hundred sixty dollars (\$1,368,160.00); and
- 2) The not-to exceed aggregate for each of the three (3) one-year option periods is six hundred eighty-four thousand eighty dollars (\$684,080.00);

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 Creativescape, Edens Corporation, and Bustleton Services, Inc. for a total aggregate amount not to exceed three million four hundred twenty thousand four hundred dollars (\$3,420,400.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was

APPROVED BY THE BOARD ON 2/18/2021


ATTORNEY FOR PHA

RESOLUTION NO. 12138

RESOLUTION AUTHORIZING CONTRACTS FOR INTERIOR AND EXTERIOR PAINTING SERVICES WITH HISPANIC VENTURES, INC., W&W CONTRACTORS, INC., AND UNIQUE PROPERTIES AND BUILDERS, LLC

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for interior and exterior painting 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 contracts be awarded to Hispanic Ventures Inc., W&W Contractors, Inc., and Unique Properties & Builders, LLC; and

WHEREAS, work is to be assigned to each of the three (3) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contracts at any time during the course of these contracts at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the three (3) contracts, combined, shall not exceed twelve million five hundred thousand dollars (\$12,500,000.00), with a two-year base period and three (3) one-year option periods, as follows:

- 1) The aggregate not-to-exceed amount for the two-year base period is five million dollars (\$5,000,000.00);
- 2) The aggregate not-to-exceed amount for the first one-year option period is two million five hundred thousand dollars (\$2,500,000.00);
- 3) The aggregate not-to-exceed amount for the second one-year option period is two million five hundred thousand dollars (\$2,500,000.00); and
- 4) The aggregate not-to-exceed amount for the third one-year option period is two million five hundred thousand dollars (\$2,500,000.00);

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 Hispanic Ventures, Inc., W&W Contractors, Inc., and Unique Properties and Builders, LLC, for a total aggregate amount not to exceed twelve million five hundred thousand dollars (\$12,500,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 2/18/2021

ATTORNEY FOR PHA

RESOLUTION NO. 12139

RESOLUTION APPROVING THE FISCAL YEAR (FY) 2022 OPERATING AND CAPITAL BUDGETS

WHEREAS, the Philadelphia Housing Authority (“PHA”) Board of Commissioners approved and adopted Resolution No.11525, dated April 26, 2012, which authorized the implementation of the PHA Budget Policies and Procedures Manual; and

WHEREAS, the PHA Budget Policies and Procedures Manual outlines the policies, procedures and practices required to produce the PHA’s Annual Operating and Capital Budgets and to assure consistency, accuracy, and tracking of PHA’s allocation of resources; and

WHEREAS, PHA has developed balanced FY 2022 Operating and Capital Budgets for the Low-Income Public Housing (“LIPH”), Housing Choice Vouchers (“HCV”) and the Capital Fund (“CFP”) Program; and

WHEREAS, the U.S. Department of Housing and Urban Development (“HUD”) requires a certification from the Chair of the Board of Commissioners: as to the Board’s approval of the budget; that all statutory and regulatory requirements have been met; and that the proposed budget expenditures are necessary in the efficient and economical operation of the housing programs and services provided for low-income residents; and

WHEREAS, the Charter of the Finance Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 21, 2015, by Resolution No. 11777, states that the Committee’s responsibilities include the following: “Review the financial aspects of major proposed transactions, new programs and services, as well as proposals to discontinue programs or services, and make action recommendations to the Board, as appropriate; monitor the financial performance of PHA as a whole against approved budgets, long-term trends, and industry benchmarks; and require and monitor corrective actions to bring the organization into compliance with its budget and other financial targets;” and

WHEREAS, the Finance Committee has reviewed and approved the FY 2022 Operating and Capital Budgets, in substantially the form presented at the Board meeting of February 18, 2021, previously presented to the Board, and to be attached to the minutes of this Board meeting; and

WHEREAS, PHA certifies that all statutory and regulatory requirements have been met and the proposed budget expenditures are necessary in the efficient and economical operation of the housing programs and services provided for low-income residents;

BE IT RESOLVED that the PHA Board of Commissioners hereby approves the FY 2022 Operating and Capital Budgets, in substantially the form presented at the Board meeting of February 18, 2021, previously presented to the Board and the Finance Committee, and to be attached to the minutes of that Board meeting, and authorizes the Chair of the Board of Commissioners to complete and submit to HUD any required certification as to Board approval of the FY 2022 budget, as well as any previously Board-approved budgets from the past two (2) years.



I hereby certify that this was
APPROVED BY THE BOARD ON 2/18/2021
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12140

RESOLUTION AUTHORIZING THE EXECUTION OF A RENEWAL COLLECTIVE BARGAINING AGREEMENT WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 32BJ, MID-ATLANTIC DISTRICT

WHEREAS, the Service Employees International Union, Local 32BJ, Mid-Atlantic District ("32BJ") is the certified labor relations representative for the Philadelphia Housing Authority's ("PHA") non-supervisory elevator maintenance staff, as defined within the CBA; and

WHEREAS, the 32BJ currently represents 1 employee; and

WHEREAS, the prior collective bargaining agreement between PHA and the 32BJ expired on March 31, 2019; and

WHEREAS, PHA and the 32BJ participated in good faith during extensive negotiations toward reaching a renewal agreement; and

WHEREAS, PHA and the 32BJ did amicably reach an agreement; and

WHEREAS, the terms of that agreement are reasonable, practical, and sustainable from both an operational and budgetary standpoint; and

WHEREAS, Article IX, Section 901 of the Pennsylvania Employee Relations Act ("Act 195") requires that such bargaining agreements shall be reduced to writing and signed by the parties;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves the terms of the agreement, in substantially the form as restated and attached hereto, and authorizes the President & CEO and/or his authorized designee(s) to execute and implement a renewal Collective Bargaining Agreement consistent with those terms.

I hereby certify that this was
APPROVED BY THE BOARD ON 2/18/2021

Adam M. Redden
ATTORNEY FOR PHA

CONSOLIDATED AGREEMENT

BETWEEN

THE PHILADELPHIA HOUSING AUTHORITY

AND

**SERVICE EMPLOYEES INTERNATIONAL UNION
LOCAL 32BJ, MID-ATLANTIC DISTRICT**

APRIL 1, 2019

to

MARCH 31, 2022

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AGREEMENT

This CONSOLIDATED AGREEMENT, hereinafter “Agreement” is made by and between THE PHILADELPHIA HOUSING AUTHORITY, hereinafter, called the “EMPLOYER,” and SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 32BJ MID-ATLANTIC DISTRICT, called the “UNION”.

The term of this Agreement shall be three (3) years beginning April 1, 2019, and expiring on March 31, 2022.

1. Recognition

EMPLOYER recognizes UNION as the sole and exclusive collective bargaining agency, for all of its non-supervisory elevator maintenance employees for the term of this Agreement and any extension thereof. This is pursuant to and in accordance with all applicable provisions of the Public Employee Relations Act of 1970 and the Order of Certification of State Labor Relations Board in Case No PERA-R-83-351-E.

The classifications included in this bargaining unit are:

1. Elevator Operations, Specialist
2. Elevator Operations Mechanic
3. Elevator Operations Foreman

2. Maintenance of Membership/Dues Check off

(a) The EMPLOYER agrees to deduct monthly from the first pay received by each employee who belongs to the UNION as determined by the UNION each month the membership dues (which includes initiation fees and assessments) of the UNION, and remit the same to the UNION within ten (10) days after the date of the paycheck from which the deduction

is made. There will be no refund of dues by the EMPLOYER because employee withdraws from the UNION.

(b) The foregoing is conditioned on the UNION obtaining and delivering to the EMPLOYER for each such employee an assignment in writing authorizing the EMPLOYER to make such deduction, which assignment shall not be irrevocable for more than one (1) year, or the term of this agreement, whichever is sooner. The Union shall provide the Employer with a copy of its Authorization Forms and any modifications thereto.

(c) The EMPLOYER shall provide the UNION with a list of members on or before March 31st of each year.

(d) The EMPLOYER agrees to deduct and transmit to the American Dream Fund or other Political Action Fund contributions from the wages of those employees who voluntarily authorize such deduction in writing in accordance with applicable law. The UNION will furnish to the EMPLOYER the necessary authorization forms. The EMPLOYER agrees to transmit the amounts deducted within ten (10) days after the date of the paycheck from which the deduction is made. This remittance shall be simultaneous with the dues remittances as provided in this section, and these voluntary contributions, while not a condition of employment, shall be considered a payroll deduction for the purposes of this section.

(e) The UNION shall notify the EMPLOYER within fifteen (15) days of any change in the amount of dues to be deducted.

(f) The UNION will indemnify, defend, and hold harmless the EMPLOYER from any liability and for the cost of litigation from any claims instituted against EMPLOYER arising out of or related to the operation of Article 2.

(g) The Employer shall make no statement to employees about whether they should sign such cards. With the exception of compensation and benefits issues, the employer shall direct any questions by employees regarding Union membership, dues, and fees to the Union.

3. Duties and Promotions

(a) The EMPLOYER shall have the sole right to determine the number, duties, responsibilities, and classifications of the position of its employees.

(b) In the event of promotion, all opportunities for promotions shall be posted not less than fifteen (15) working days before the job award. The promotion shall be governed by qualifications, performance, and/or interview(s) of candidates, in addition to fitness and ability. If qualifications, performance, interview(s), fitness and ability are otherwise equal, seniority shall govern the promotion. In the event of permanent or temporary layoff or recall from temporary layoff, qualifications, performance, fitness and ability being equal, seniority shall prevail. It is understood that operating control shall rest with the EMPLOYER.

(c) In the event a promoted employee is found not to have the ability to perform the work required in his/her promoted job within ninety (90) days from such promotion, such employee shall be placed back in his/her former position and shall, retain his/her seniority at the former position from which he/she was promoted.

4. Seniority

Seniority shall be broken for the following reasons:

(a) Employees discharged for cause or quitting shall lose their seniority rights, provided no grievance is submitted within forty-eight (48) hours, Monday through Friday;

(b) If an employee who has been laid off fails to return to work within seven (7) days after having been notified by registered letter, return receipt, mailed to his/her last known address. A copy of each letter shall be furnished to the UNION;

(c) If an employee is absent from work for forty-eight (48) hours without the EMPLOYER being notified;

(d) If an employee fails to report to work at the termination of a leave of absence unless for cause;

(e) After an employee has been laid off for twelve (12) months due to lack of work, he/she shall be dropped from the seniority list unless he/she shall notify the EMPLOYER, in writing, before the end of such twelve (12) month period, and monthly thereafter, of his/her intention to report to work when requested. Any employee so laid off shall be notified in writing of the requirements of this paragraph.

(f) Posting Seniority Lists: A seniority list of all employees covered by this Agreement, divided into the classifications recognized by this Agreement, showing name, position and date of entering services, will be made available to the UNION upon request in April of each year. The seniority list will be open to protest and correction for a period of thirty (30) days, and upon proof of error presented by an employee or his/her representative such error will be corrected.

(g) A seniority list shall be provided to the UNION showing the above-mentioned information for those employees whom the UNION represents within five (5) days upon request.

5. Layoffs and Recall

(a) The EMPLOYER will make every effort to avoid layoffs, and will consult with the UNION at least thirty (30) days in advance to explore alternatives to layoffs of bargaining unit members.

(b) There shall be no layoffs except for the following: Layoffs necessitated by reductions in federal funding to the EMPLOYER. The EMPLOYER shall make every effort to avoid layoffs, and will consult with the UNION at least thirty (30) days in advance to explore alternatives to layoffs of bargaining unit members; or

(c) In the event of layoff, no employee in another bargaining unit of the Employer shall be permitted to bump into a position in this Bargaining Unit and no employee in this bargaining Unit may bump into a position in another Bargaining Unit.

(d) Seniority shall prevail in the matter of layoff and recall after layoff. However, the normal ability to do the available work shall be considered in the laying off of employees. Employees shall be recalled in the inverse order of their layoff provided they have the required skills and abilities for the available position. Fitness and ability being equal, seniority shall prevail.

(e) An employee shall receive his/her full wages, less appropriate deductions, in the pay period following an employee's layoff.

6. Probationary Period

(a) A probationary period of ninety (90) days must be worked before an employee acquires any seniority status. After having served such probationary period, seniority shall start as of the day the employee began to work, and he/she shall then be considered a regular

employee and shall be entitled to the benefits of this Agreement at that time, in addition to the benefits provided after 30 days, as set forth in subsection 6(d), below.

(b) During such probationary period, the EMPLOYER, at its sole discretion, shall have the right to separate such probationary employees from employment.

(c) EMPLOYER shall have the right to discharge any new employee for any reason whatsoever during the first ninety (90) days of said employee's employment period, and such discharge shall not be subject to the grievance procedure.

(d) Employees shall be eligible to use accrued personal and sick leave during their probationary period upon the 30th day following hire.

7. Discharge and Discipline

EMPLOYER agrees not to discharge any employees without good and sufficient cause, provided, however, that EMPLOYER shall have the right to discharge any new employee for any reason whatsoever during the first ninety (90) days of said employee's employment period. In the event that EMPLOYER and UNION shall disagree as to the existence of proper cause for the discharge of any employee, excepting new employees discharged by the EMPLOYER within ninety (90) days from the date of their employment, the matter shall be arbitrated in the manner provided hereinafter for the arbitration of disputes between the EMPLOYER and UNION.

(a) Where the EMPLOYER determines that a disciplinary situation does not warrant immediate suspension and/or discharge, the employee shall receive written notification of the discipline and that intended discipline shall be scheduled to occur no sooner than ten (10) working days from the date of the written notice.

This period may be used by the employee to grieve the matter if he/she so desires. If a grievance is filed, the discipline shall be held in abeyance while it is being pursued through and including Step III of the grievance procedure.

(b) Where the EMPLOYER determines that a disciplinary situation warrants immediate suspension and/or discharge or for an offense of a continuing nature for which discharge is the intended action, the employee shall receive the written notification of the intended discipline as soon as it is prepared and available. In situations where the intended discipline is discharge, the employee shall receive a ten (10) day suspension and notice of intent to discharge him/her. The discharge shall be effective at the end of the period unless a grievance is filed during said ten (10) day period, in which case the suspension shall continue in effect and the discharge shall not become effective until Step III of the grievance procedure is completed, unless the parties otherwise resolve the matter before that time.

(c) Notice shall be given, to the UNION and/or the designated Shop Steward of any disciplinary action taken or to be taken.

(d) In the event an employee is discharged, the employee shall receive his/her wages, less appropriate deductions, in the pay period following the employee's discharge.

8. Wage and-Bonus Schedule

(a) EMPLOYER agrees to pay the wages set forth in Addendum "A" attached and made a part of this Agreement. It is understood and agreed by both EMPLOYER and UNION that the wages paid elevator maintenance employees, referred to in Addendum "A" are established and determined by the Department of Housing and Urban Development as governed by the United States Housing Act of 1937 as amended.

(b) The parties agree that the bargaining unit members shall receive the following bonus and wage increases over the term of the Agreement:

(1) Upon ratification of this Agreement, each bargaining unit member employed by the EMPLOYER at the time of ratification by both parties, shall receive a one-time bonus payment equal to the percentage that \$1.50 represents relative to their current base hourly rate, multiplied by their earnings for fiscal year 2019 or their base annualized rate, whichever is greater (Note: Only earnings that would be affected by a base wage increase are included in the calculations, such as overtime. Earnings such as longevity, shift differential, etc are excluded).

(2) Following ratification of this Agreement, and retroactive to April 1, 2020 the base hourly wage rate for all classifications covered by this Agreement, shall be increased by One Dollar (\$1.00).

(3) A one-time bonus payment in the amount of Five Hundred and Twenty Dollars (\$520.00) will be issued to each active bargaining unit member as of April 1, 2020.

(4) Effective April 1, 2021, the base hourly wage rate for all classifications covered by this Agreement shall be increased by One Dollar (\$1.00).

(5) A one-time bonus payment in the amount of Five Hundred and Twenty Dollars (\$520.00) will be issued to each active bargaining unit member as of April 1, 2021.

(c) **Longevity:** Full-time employees in the bargaining unit shall receive a longevity payment of four hundred dollars (\$400) for each five (5) complete years of continuous service with the EMPLOYER. This payment shall be made on a proportionate basis in each weekly paycheck.

9. Pay Differential

(a) Employees shall be entitled to shift differential in the amount of \$.50 cents per hour for the afternoon/evening (second) shift or \$.60 cents per hour for the night (third) shift for all hours worked by an employee as part of his/her routine assignment to said shift.

(b) When assigned overtime, employees shall continue to receive the shift differential appropriate to their assigned shift and shall not be entitled to the shift differential for the successive shift.

(c) Weekend Differential: If Saturday and Sunday, or either day, are included in a regular work week of an employee, then such employee shall receive to \$.62 1/2 per hour premium for the entire work week unless the employee is absent due to illness on either Saturday or Sunday in which case the employee shall not be entitled to any weekend premium for the week in which the illness occurred.

(d) Shift differentials will not pyramid. If an employee is entitled to receive more than one shift differential, the employee will receive the highest differential for which he/she is eligible.

10. Sick Leave

(a) Employees will be entitled to one and one-quarter (1-1/4) day of paid sick leave for each month worked. Employees will be entitled to unlimited accumulation of sick leave already earned.

(b) No employee may use sick leave during his/her probationary period until after the employee has completed 30 days of employment.

(c) Approved sick leave shall be charged on a half-hour basis.

(d) Vacation and sick leave balances shall be listed on employees' payroll check stubs each week.

(e) Any employee who retires after thirty (30) years of service (regardless of age) or retires at age sixty-two (62) or older with ten (10) years of service, shall be paid a sum equal to thirty-five percent (35%) of his/her total accumulated sick leave, calculated at his/her existing wage rate.

(f) For the day (first) shift, employees must call in at least one (1) hour prior to the shift. For the afternoon/evening (second) and night (third) shifts, employees must call in at least two (2) hours prior to each shift.

(g) Employees who call in and request sick leave beyond three (3) consecutive days must provide the Human Resources Department with a doctor's certificate that verifies illness. The doctor's certificate must contain the date seen by the doctor and the employee's return to work date. Failure to provide medical certification for sick leave absences beyond three days may result in non-payment of the employee's request for sick leave pay.

(h) Entitlement to medical leave shall be governed by the EMPLOYER'S Family Medical Leave Policy and Medical Leave of Absence Policy set forth in the Employee Handbook. Failure to return to work at the expiration of Family Medical Leave or a Medical Leave of Absence will result in termination of employment. This policy may be changed by the EMPLOYER from time to time with notice to the UNION.

(i) The UNION may grieve the EMPLOYER's denial of an employee's request for medical leave of absence.

(j) During such sick leave without pay, EMPLOYER shall continue the life insurance coverage provided for such an employee under this Agreement.

(k) Provided such employee is physically able to perform his/her work, as determined by an appropriate medical certification, and thus return thereto at the expiration of the medical leave of absence, he/she shall be assigned to the classification and job location which he/she held prior to his/her illness, unless the length of the illness exceeds ninety (90) days. In such latter event, he/she shall be assigned to any job location designated by the EMPLOYER in the classification held immediately prior to his/her illness. An appropriate medical certification within the meaning of this clause shall be considered to mean: (1) written opinion by the employee's treating physician; and (2) a written opinion by a physician appointed by the EMPLOYER. Should there be any difference of opinion between an EMPLOYER appointed physician and the employee's personal physician, the parties shall, mutually agree to the appointment of a third physician (at EMPLOYER'S expense) whose opinion, after an examination of the employee, shall be binding on the parties.

(l) Failure to return to work at the expiration of the Family Medical Leave or Medical Leave of Absence will result in termination of employment.

11. Medical Insurance

(a) The EMPLOYER shall provide all eligible employees with HMO and PPO medical plan options in which the employee may choose to enroll. This shall include family coverage.

(b) EMPLOYER will pay 90% of the premium for the HMO 5 Plan with prescription coverage, and employees selecting an HMO Plan will pay the balance of the premium through an IRS Section 125 pre-tax payroll deduction. EMPLOYER will pay 80% of the PPO 10 Plan with prescription coverage, and employees selecting a PPO Plan will pay the balance of the premium through an IRS Section 125 pre-tax payroll deduction.

(c) EMPLOYER will pay 90% of the premium for dental and optical coverage, and employees will pay the balance of the premium through an IRS Section 125 pre-tax payroll deduction.

(d) ~~The EMPLOYER shall have the right to purchase a substantially similar level of health and welfare benefits as is presently provided from a different, qualified health care carrier.~~

(e) EMPLOYER reserves the right to reopen the Agreement in order to address and renegotiate any issues raised under the Affordable Care Act.

12. Life Insurance

EMPLOYER will provide employees with life insurance coverage in an amount equal to 1.25 times the employee's salary. EMPLOYER will pay 90% of the premium for the coverage, and employees will pay the balance of the premium, with this premium sharing subject to adjustment in accordance with the premium sharing for non-represented employees of EMPLOYER. This benefit will be taxable to the employee in accordance with the law.

13. Jury Duty

If an employee will be called to jury duty, he/she shall be paid by EMPLOYER his/her weekly compensation for the period of such duty. In order to receive regular compensation during any period of jury duty, employees shall provide their supervisor with proof of jury duty service and shall submit the payment received for jury duty service.

14. Use of Automobile

If an employee is required to use his/her own automobile for travel on behalf of EMPLOYER he/she shall be reimbursed a sum equal to the current IRS rate for each mile of such

travel, provided he/she furnishes a certificate of insurance showing that he/she maintains liability insurance at the time of the use of the automobile.

15. Bereavement Leave

Entitlement to bereavement leave shall be governed by the EMPLOYER'S Bereavement Leave Policy set forth in the Employee Handbook, except that "immediate family" as defined in the Bereavement Leave Policy shall include mother-in-law and father-in-law. This policy may be changed by the EMPLOYER from time-to-time with notice to the Union.

16. Performance Evaluations

All employees, regardless of classification, shall be evaluated annually on their performance as follows: Outstanding, Superior, Satisfactory, Improvement Needed, or Unsatisfactory. All evaluations shall be reviewed with the employee involved. If the employee is dissatisfied with the performance evaluation, he/she shall have the right to appeal to the Human Resources Department Head or his/her designee.

17. Personnel Files

All employees shall have personnel folders which shall contain applications, performance evaluations and all other information relevant to the employee. They may be examined, within three (3) days' notice to the EMPLOYER, at EMPLOYER'S place of business during regular business hours with employee's permission, by the UNION on behalf of the employee.

18. Grievance Procedure and Arbitration

(a) **Grievance.** Except as specifically excluded, a grievance is any dispute or grievance of the parties or of any employee covered by this Agreement, which may arise with reference to the application or interpretation of the provisions of this Agreement, or enforcement

thereof. It is mutually understood and agreed that all grievances of the UNION arising herein shall be dealt with as provided for in this section.

Step I. – Employees shall register grievances with the steward of the UNION, who shall present such grievances informally to the immediate Supervisor or Manager. The Supervisor or Manager may resolve the grievance informally within twenty-four (24) hours.

Step II. – If the grievance cannot be resolved informally, as above provided in Step I, the Union representative shall present such grievance herein with the employee and steward in writing to the Manager. The Manager shall confer with the department head and shall render a decision in writing no later than five (5) working days after the meeting with the UNION.

Step III. – If unable to reach a satisfactory adjustment, as above provided in Step II, the UNION shall appeal the decision of the Employer in writing to the Human Resources Department Head or his/her designee. The Human Resources Department Head or his/her designee shall meet with the UNION within five (5) working days of receipt of the written appeal and shall render a decision in writing no later than five (5) working days after such meeting.

Step IV. – In the event the grievance is not satisfactorily adjusted, as above provided in Step III, then within the next thirty (30) working days either party may submit the case to arbitration.

(b) **Arbitration.** Any and all disputes or grievances of parties or of any employee covered by this Agreement, which may arise with reference to the application or interpretation of the provisions of this Agreement, or enforcement thereof, which cannot be settled directly by the parties hereto, shall be submitted to the American Arbitration Association in Philadelphia, Pennsylvania for arbitration. Arbitrators shall be selected from a list of impartial arbitrators provided by the American Arbitration Association. The decision of the arbitrator shall be final and binding. The arbitrator shall have no power to alter, amend, add to, or detract from the language of this Agreement. The costs of the arbitrator, AAA administrative fee, and room fee, if any, shall be split equally between the parties.

19. List of Hospitals and Job Injuries

(a) The EMPLOYER shall designate a list of hospitals for the purpose of having employees attended in an expeditious manner once arriving for treatment arising out of the performance of their duty.

(b) Any employee injured during his/her regular working hours shall promptly report the injury to the EMPLOYER. If necessary, the employee shall be sent to a hospital, clinic or physician's office for treatment. The employee shall receive the regular rate of the classification being performed for the time spent in going to the physician's office, clinic, or hospital and his/her return to the job. If the employee is ordered by a physician to remain in the hospital, clinic, or is sent home, the employee shall be paid for the balance of the workday at the regular rate of the classification he/she was performing at the time injury.

(c) Employees released for light duty shall be placed in a light duty assignment, if work is available. Light duty assignments shall not be restricted to a particular work site.

(d) The UNION agrees that the EMPLOYER shall have the right to conduct post-accident drug tests on bargaining unit members.

20. Tools, Machinery and Facilities

(a) The EMPLOYER shall furnish all necessary tools and equipment and a suitable place with hot and cold running water, soap, towels and lockers as required by work assignment. The Employer shall provide a secure area within a PHA facility to store Elevator Department tools, materials and supplies.

(b) Foul weather gear, gloves and rubber boots shall be provided by the EMPLOYER whenever required by work assignment.

(c) All areas covered by the EMPLOYER shall be furnished with first aid kits.

All trucks shall be furnished with first aid kits.

(d) EMPLOYER shall have the right to require employees to wear EMPLOYER-issued uniforms. If EMPLOYER so requires, the EMPLOYER will provide the uniform and will exchange worn out uniforms for new ones. Employees will be responsible for the alteration and maintenance of their uniforms.

(e) The EMPLOYER shall pay for the replacement or repair of eye glasses broken in the performance of duty.

(f) Employees are expected to secure all EMPLOYER equipment. If any EMPLOYER tool or equipment is lost, stolen, or damaged, the employee must report the incident to his/her supervisor immediately. Employees may be responsible for the cost of lost, stolen, or damaged equipment if Employer determines the employee was negligent.

21. Steward Recognition

(a) A Steward shall be appointed by the authorized Official of the UNION and shall be recognized by the EMPLOYER as having the duty and right to police the terms of this Agreement and to detect violations of said Agreement and report same to the UNION. Stewards shall also have the duty and the right to confer with employees and confer and consult with the management within the scope of his/her authority. The Steward shall be allowed reasonable time to perform his/her duties during the course of his working hours without loss of pay. No meetings, conferences or consultations shall take place during business hours which will interfere with the continued normal Operations of the EMPLOYER.

22. Overtime

(a) All work after eight (8) hours a day or forty (40) hours a week shall be paid at the rate of time and a half.

(b) Any bargaining unit member whose authorized, outstanding overtime and/or out of class pay has been outstanding for over thirty (30) days will receive a payment of one hundred dollars (\$100) in addition to payment of wages owed. Outstanding pay shall be defined as overtime hours that have been submitted appropriately to supervisor but unpaid.

23. Weekly Paydays

Each Employee shall be paid weekly.

24. Call-In Pay

If employees are called from their homes for overtime work, they shall be compensated for a minimum of four (4) hours at time and one half.

25. Emergency Closings

When the President or CEO declares that the entire Employer shall not open for normal operations on a regularly scheduled work day due to an emergency or business necessity. That is, in addition to the regular days' pay that employees receive through not reporting to work due to an emergency, employees who are call in (or who report and are authorize to work) shall be compensated at one and one-half times their regular rate of pay for all hours actually worked. Employees compensated under this provision shall be assured at least four (4) hours of this additional compensation. Emergency has the same definition in this Article 24 as it does in Article (Call-In Pay).

26. Security

(a) The EMPLOYER will provide adequate security where an elevator mechanic is required to work in a high rise.

(b) An employee called into work at night or weekends shall have adequate security measures.

27. Training/Tuition Reimbursement

(a) EMPLOYER agrees to provide to bargaining members training/tuition reimbursement in courses related to elevator operation or electronics, up to a maximum of Two Thousand (\$2,000.00) dollars per year. The EMPLOYER shall pre-approve in writing all such courses for job-related content. Approval shall not be unreasonably denied.

(b) Within the context of employee skill development and enhancement, the EMPLOYER shall, within its financial limits, ensure that employees have an opportunity to expand their knowledge of elevator maintenance through special training, providing updated literature and similar efforts.

28. Vacations

(a) Employees will be entitled to three (3) weeks paid vacation after the first year of employment. Vacation time, however, is earned at the rate of one and one-quarter (1- 1/4) days for each month worked.

(b) Employees will be entitled to four (4) weeks paid vacation after ten (10) years of employment. Vacation time, however, is earned at the rate of one and two-thirds (1 2/3) days for each month worked.

(c) Employees shall request vacation days at least seven (7) days in advance.

(d) Under no circumstances can vacation time be accumulated in excess of thirty-five (35) days.

(e) Vacation pay will be given at the start of the vacation period for periods of no less than one (1) week upon two (2) weeks' advance notice.

(f) When an employee is hired: if hired on the 1st to 15th of the month, the first accrual will occur on the 15th of the month of hire; if hired on the 16th to 31st of the month, the first accrual will occur on the 15th of the month following hire. New hires will accrue vacation during the first year of employment, but will not be eligible to use vacation until their second year of employment.

(h) Vacation schedules will be approved based on seniority.

29. Hours of Work

(a) The workweek for full-time employees shall be five (5) consecutive days of 8.5 hours per day (including a one-hour lunch, half of which is paid) at times and/or days determined by the EMPLOYER, with 2 days off, within the limits set forth in the following paragraph. Each employee shall be advised of his/her assigned work schedule and shall be required to adhere to it.

(b) Nothing contained herein shall be construed as preventing the EMPLOYER from restructuring the normal work day and workweek for the purpose of promoting efficiency. When a change is required, the employee and UNION shall be provided with five (5) working days prior notice except in the case of an emergency that does not permit such notice. Upon such notice, the Union may request a meeting with management within two (2) working days for the purpose of discussing said change.

(c) Every employee shall be granted a “wash-up” time of fifteen (15) minutes a day before the end of his/her daily shift.

30. Holidays and Personal Days

(a) The employees shall be entitled to the following paid holidays, regardless of the day of the week on which the holiday falls, and shall be paid a regular day’s pay, therefore:

New Year’s Day	Independence Day
Martin L. King’s Birthday (As Observed)	Labor Day (As Observed)
President’s Day (As Observed)	Columbus Day (As Observed)
Good Friday	Veteran’s Day (As Observed)
Memorial Day (As Observed)	Thanksgiving Day
Christmas Day	

(b) In order to be eligible for holiday pay, an employee shall be required to work or be on approved paid leave on his/her first scheduled work day immediately after the holiday and his/her last scheduled work day before the holiday.

(c) Work on the above holidays shall be paid, at the rate of time and one-half plus a regular day’s pay.

(d) When a holiday occurs on the regularly scheduled day off of an employee, the EMPLOYER will schedule the holiday on the scheduled workday either immediately before or immediately after the holiday.

(e) All employees shall be entitled to three (3) personal leave days for the calendar year, no more than one (1) of which can be taken in any four (4) month period. Personal leave days do not accrue and unused days are not compensable.

31. No Strike or Lockout

During the term of this Agreement, and during any period of negotiation for any renewal of this Agreement, there shall be no lockout by EMPLOYER, and no strike, stoppage of

work, picketing, boycotting or any other activity by UNION or with the UNION'S consent, instigation or sufferance, which results or is intended to result in any interruption of or interference with the normal operations of EMPLOYER.

32. No Discrimination

Neither EMPLOYER nor UNION shall discriminate against any employee or applicant for employment because of creed, color, national origin, age or sex.

33. Retirement Plans

The Retirement Plans, applicable to the bargaining unit covered by this Agreement, are described in full in the Plan documents on file in the Human Resources Department.

(a) Effective June 30, 2011, the DB plan benefit is frozen. The DB plan is amended to prohibit withdrawal of employee contributions. The DB plan is amended to provide that for employees terminating on or after December 31, 2010, the definition of Average Earnings shall be the average rate of earnings on three (3) consecutive November 1sts ending November 1, 2007. Participants in the DB Plan may contact Human Resources for more information.

(b) Effective July 1, 2011, bargaining unit members shall be enrolled in EMPLOYER'S DC Plan. Employees shall contribute 5.5% of current rate of pay.

(c) Effective January 1, 2013, EMPLOYER will contribute into the DC Plan 5.5% of employee's current rate of pay.

(d) EMPLOYER will commit to funding of unfunded value of vested DB Plan benefits based on the actuarial value of plan assets as of November 1, 2010 pursuant to a twenty (20) year amortization schedule. In addition, any gains or losses resulting from differences from plan experience in actuarial assumptions after November 1, 2010 would be amortized to a twenty (20) year amortization schedule.

(e) Effective January 1, 2011, pensions for people who already retired from active employment on or after November 1, 2009, shall have their pension recalculated prospectively using a three (3) year average pay ending November 1, 2007.

34. Communication Devices

(a) EMPLOYER will provide employees a radio, cell phone, or equivalent communication device to use during his/her shift or while on-call at no cost to employee. Employee shall be responsible for keeping the device stored securely at all times and will be responsible for the replacement cost if it is lost or stolen. Employee shall only be responsible if the loss of the phone is due to the employee's negligence. EMPLOYER will monitor the condition of the communication device and repair or replace it as necessary.

35. Miscellaneous

(a) EMPLOYER shall ensure that first aid kits are located in each vehicle used by the Elevator Maintenance staff and at the secure location where elevator maintenance materials are stored.

(b) Within the context of employee skill development and enhancement, the EMPLOYER shall, within its financial limits, ensure that employees have an opportunity to expand their knowledge of elevator maintenance through special training, providing updated literature and similar efforts.

36. Management Rights

It is understood and agreed that the EMPLOYER, at its sound discretion, possesses the right, in accordance with applicable laws, to manage all operations, including but not limited to the direction of the work force and the right to plan, direct and control the operation of all equipment and other property of the EMPLOYER, except as modified by this Agreement. Matters

of inherent managerial policy are reserved exclusively to the EMPLOYER. These include but shall not be limited to such areas of discretion or policy as the functions and programs of the EMPLOYER'S standards of service, its overall budget, utilization of technology, the organizational structure, and selection and direction of personnel.

It is agreed that bargaining unit employees are subject to any and all rules and policies of PHA, including but not limited to those in the Employee Handbook, except where such rules or policies conflict with this Agreement.

37. Entire Agreement in Writing

The whole agreement between the parties hereto is herein written and the parties are not bound by any Agreement, understandings or conditions otherwise than are specifically set forth and stipulated in this Agreement, nor shall there be any alterations or modifications to this Agreement unless made and executed in writing by the parties hereto.

38. Term of Agreement

This Agreement is effective as of the first (1st) day of April, 2019 and shall remain in effect until March 31, 2022. It is hereby mutually agreed that either party hereto may terminate this Agreement at the end of such term by giving to the other party written notice of intention to terminate at least sixty (60) days prior thereto, but in default of such notice, this Agreement shall continue on the same terms and conditions for a further period of one (1) year and from year to year thereafter unless and until terminated by either party hereto giving to the other party sixty (60) days written notice previous to the expiration of the then current term.

The parties acknowledge that this Agreement is conditioned upon ratification by the UNION membership, approval by the Philadelphia Housing Authority Board of Directors and approval by the United States Department of Housing and Urban Development.

39. Severability

In the event any portion of this Agreement shall be contrary to law or the rules and regulations under the United States Housing Act of 1937, such provision shall not be enforceable by either party. However, the remainder of this Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives the day and year written below.

PHILADELPHIA HOUSING AUTHORITY

BY: _____
KELVIN A. JEREMIAH, PRESIDENT & CEO

Date: _____

**ON BEHALF OF SERVICE EMPLOYEES INTERNATIONAL UNION
LOCAL 32BJ, MID-ATLANTIC DISTRICT**

BY: _____

Date: _____

ADDENDUM A

HOURLY RATES FOR 32BJ EMPLOYEES

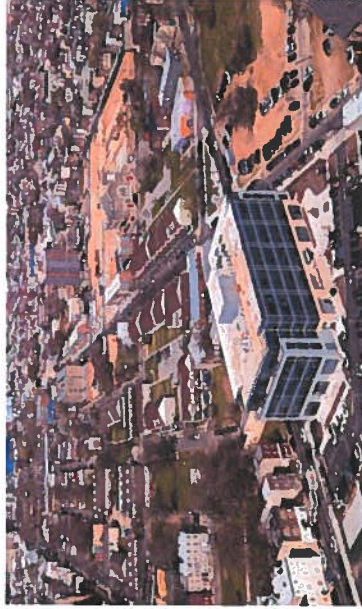
Job Title		April 1, 2019 - March 31, 2020		April 1, 2020 - March 31, 2021		April 1, 2021 - March 31, 2022	
		Hourly Rate	Annual Rate	Hourly Rate	Annual Rate	Hourly Rate	Annual Rate
Elevator Operations Specialist		45.00	93,600.00	46.00	95,680.00	47.00	97,760.00
Elevator Operations Mechanic		30.84	64,147.20	31.84	66,227.20	32.84	68,307.20
Elevator Operations Foreman	Step 1	31.90	66,352.00	32.90	68,432.00	33.90	70,512.00
	Step 2	32.55	67,704.00	33.55	69,784.00	34.55	71,864.00
	Step 3	33.21	69,076.80	34.21	71,156.80	35.21	73,236.80
	Step 4	33.87	70,449.60	34.87	72,529.60	35.87	74,609.60

APPENDIX 2 – FY2022 Budget Presentation



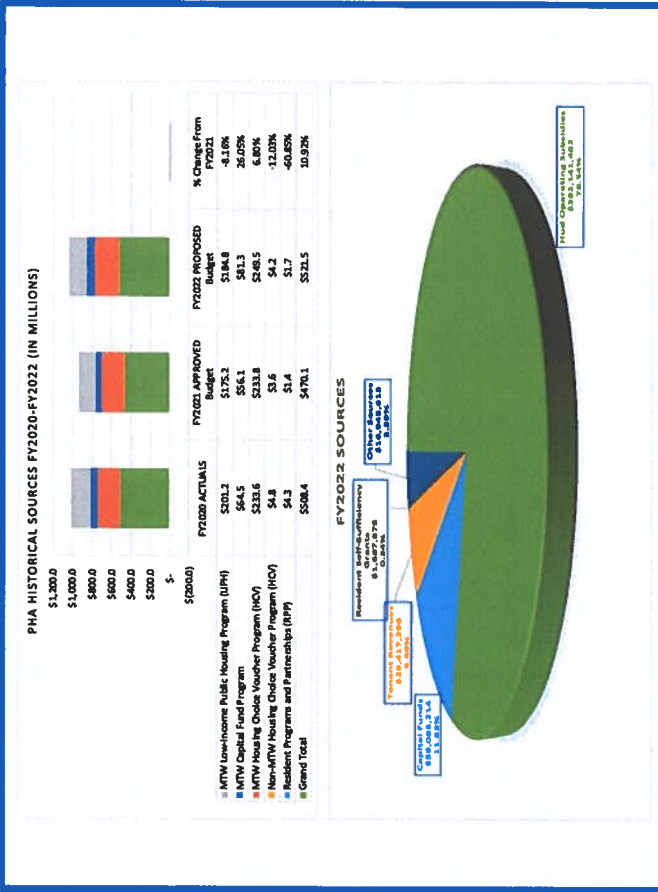
FISCAL YEAR 2022 ANNUAL COMPREHENSIVE BUDGET

APRIL 1, 2021 – MARCH 31, 2022



Kelvin A. Jeremiah, President & CEO
Celeste C. Fields, Chief Administrative & Financial Officer
Kevin B. Shields, Director of Budget

OVERVIEW



The Philadelphia Housing Authority (PHA) provides affordable housing for more than 32,000 low-income households, including seniors, people with disabilities and families with children. More than 90% of households served by PHA qualify as "extremely low-income", with household incomes less than 30% of Area Median Income.

PHA has been a participant in the Moving to Work (MTW) program since 2001 and has been extended through FY2028. As PHA continues to expand its use of MTW flexibility in promoting PHA's long-term strategic objective, PHA has sharpened its focus on improving performance in core business operational area including property management, maintenance services and resident services. PHA's Plan emphasizes the need to strengthen people, property and partnerships.

PHA's two primary housing programs are Public Housing and the Housing Choice Voucher (HCV) Program. PHA relies on the US Department of Housing and Urban Development (HUD) to fund these programs.

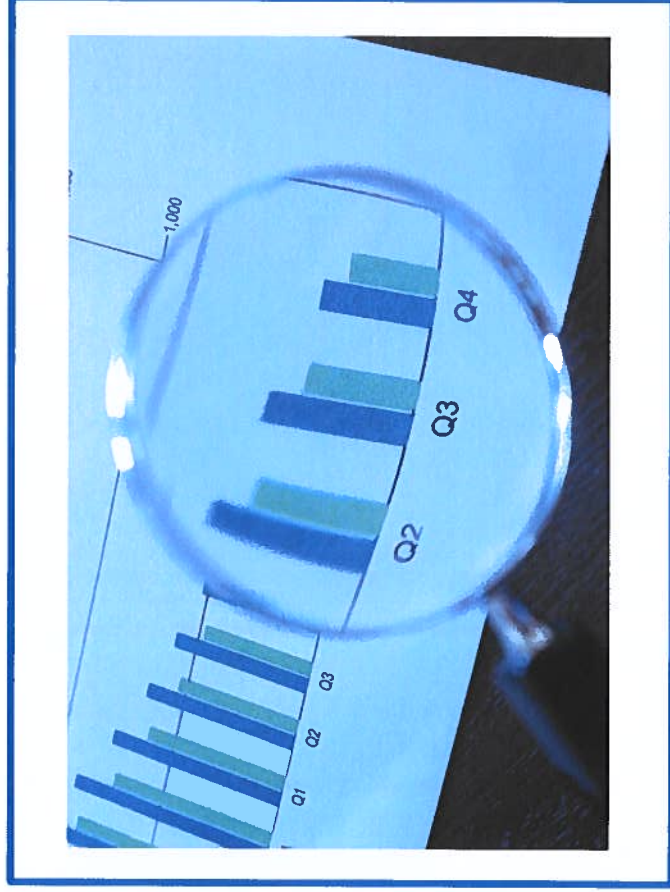
More than 90% of PHA's funding is from annual Congressional appropriations to three HUD funding sources:

1. Public Housing Operating Fund;
2. Public Housing Capital Fund; and
3. HCV Housing Assistance Payments Fund.

BUDGET PRESENTATION

The FY 2022 Comprehensive Budget is presented in a Sources and Uses format. Depreciation and amortization are not included in this presentation. As a result, the financial information presented in this Budget is not intended to comply with Generally Accepted Accounting Principles.

To provide meaningful comparisons to the FY 2022 budget, figures from the approved FY 2021 Board Approved Budget are included in the Summary Budget Overview Schedules.



BUDGET ASSUMPTIONS

The following budget has been developed based on new FY2022 commitments and assumptions approved by the President & CEO. No new hires, including the filing of vacant positions, will be included in the Budget without the approval of the President & CEO. PHA receives over 90% of its funding from HUD. All funding is based on estimates of the last three fiscal years. The following assumptions have been made:



95% proration for the Public Housing (PH) Low Income Operating Fund Program



99% proration for the Housing Choice Voucher Program (HCY)



80% proration for Administrative Fees Earned under HCY program



Capital funds are based on anticipated expenditures derived from Capital (CFP) and Choice Neighborhood (CNI) funds appropriated



Cost of living increases are set at:
3% for non-represented and represented employees (does not include BCTC)
\$1.00 increase for employees represented under BCTC.

\$177.3 million for Housing Assistance payments through the MTW Housing Choice Voucher (HCV) program.



\$125.2 million for Salaries and Benefits, a 4.9% increase over FY2021.



\$23.7 million for Administrative Expenses.



\$23.4 million for Utility Expenses for FY2022.



\$12.6 million for Insurance Expenses, a 11.8% decrease under FY2021.



\$103.9 million in Capital Improvements, New Development, RAD and Energy Performance measurements for FY2022.



FY2022 BUDGET HIGHLIGHTS

FY2022 SOURCES OF FUNDING

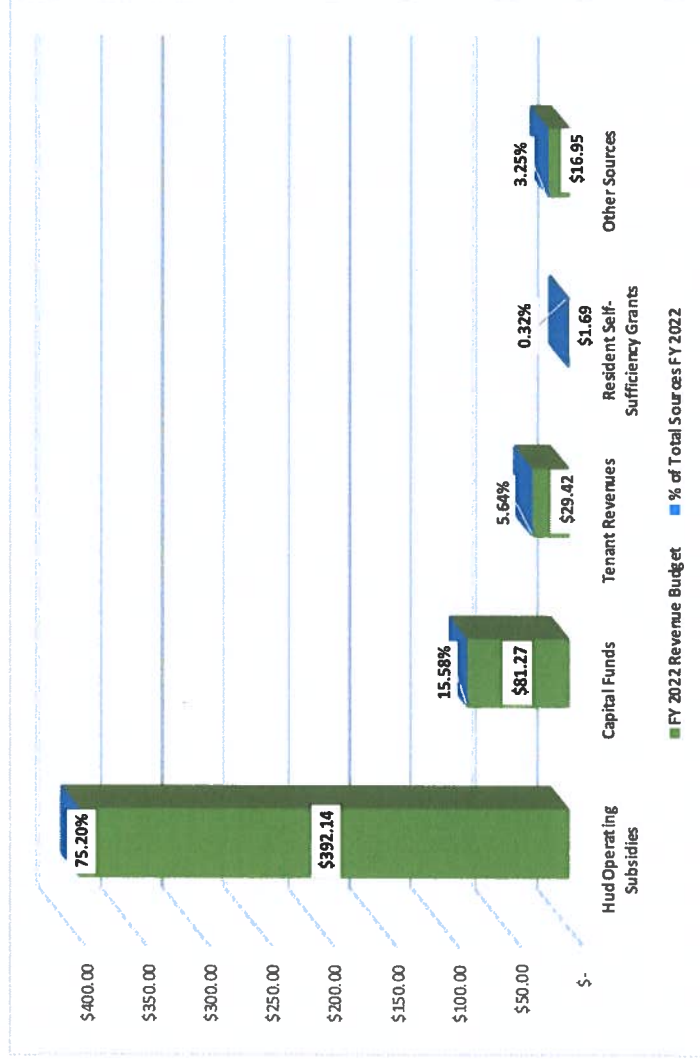
Total Sources for FY2022 is **\$521.5** million, a **11.03%** increase over FY2021.

Operating Subsidies from HUD make up **90.8%** of overall sources which includes:

- Capital Funds at **15.58%**
- Resident Self-Sufficiency at **.32%**

Tenant Revenues make up **5.6%**

Other sources, make up **3.3%** of total sources.



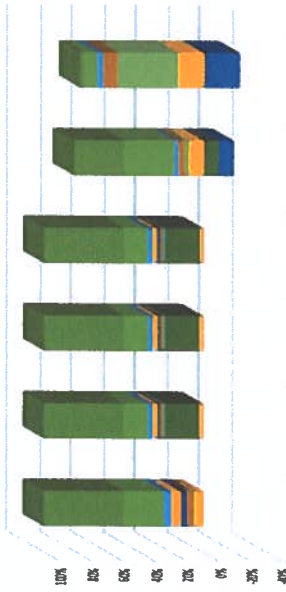
FY2022 USES – OPERATING EXPENSES

PHA anticipates total expenditure uses will be **\$521,460,005**, an increase of **10.92%** over FY2021 total budgeted uses.

Operating Expenses total **\$404.99**, or **77.67%** of the overall Uses for FY2022.

- Salaries and Benefits total **\$125.24** million or **24.02%** of overall uses,
- Administrative Expenses total **\$23.73** million or **4.48%** of overall uses,
- Utility Expenses total **\$23.77** million or **4.68%** of overall uses,
- Insurance Expenses total **\$12.46** million or **2.39%** of overall uses,
- Maintenance Materials and Contracts total **\$14.45** million or **2.77%** of overall uses,
- Protective Services Supplies and Contracts total **\$2.92** thousand or **.56%** of overall uses,
- Tenant Services total **\$5.63** million or **1.08%** of overall uses,
- Housing Assistance Payments (HAP) for the HCV program total **\$177.26** million or **33.99%** of overall uses, and
- General Expenses, which include Operating Subsidies to our ACC Limited Partnership sites of **\$18.97** million, total **\$19.95** million or **3.83%** of overall uses.

FY2022 Operating Expenses

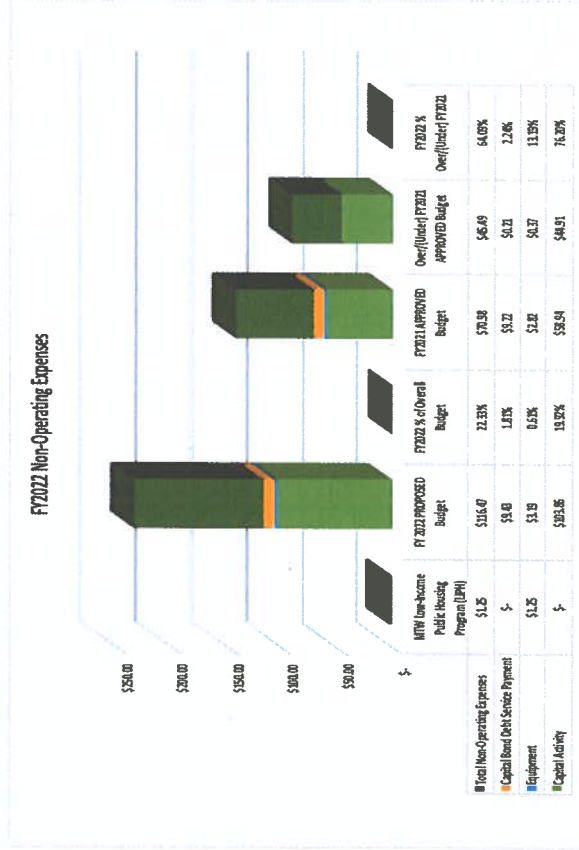


	FY 2021 PROPOSED		FY2021 APPROVED		FY2022 % of Overall		FY2022 APPROVED		Overall (Includes) FY2022	
	Budget	%	Budget	%	Budget	%	APPROVED Budget	%	FY2022	%
• Total Operating Expenses	\$404.99	77.67%	\$389.13	74.6%	\$5.86	1.1%	\$5.86	1.1%	\$5.86	1.1%
• Salaries and Benefits	\$225.24	43.6%	\$211.35	40.4%	\$13.89	2.7%	\$13.89	2.7%	\$13.89	2.7%
• Administrative Expenses	\$23.73	4.6%	\$23.73	4.5%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• Utility Expenses	\$23.77	4.6%	\$23.77	4.5%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• Insurance Expenses	\$12.46	2.4%	\$12.46	2.4%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• Maintenance Expenses	\$14.45	2.8%	\$14.45	2.7%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• Protective Services Expenses	\$2.92	0.6%	\$2.92	0.6%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• Tenant Services	\$5.63	1.1%	\$5.63	1.1%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• Housing Assistance Payments	\$177.26	33.9%	\$177.26	33.9%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%
• General Expenses	\$18.97	3.6%	\$18.97	3.6%	\$0.00	0.0%	\$0.00	0.0%	\$0.00	0.0%

FY2022 USES – NON-OPERATING EXPENSES

Non-Operating expenses total **\$116.47**, or **64.09%** of the overall uses for FY2022 and include the following:

- Capital Activity for the preservation and development of affordable housing is budgeted at **\$103.86** million or **19.92%** of overall uses,
- Non-Routine and Equipment budgeted at **\$3.19** million or **.61%** of overall uses, and
- Capital Bond Debt Service Payments for Series A & D are budgeted at **\$9.43** million or **1.81%** of overall uses.



FY2022 COMPREHENSIVE BUDGET BY PROGRAM

The FY 2022 Comprehensive Budget is presented in a Sources and Uses format. Depreciation and amortization are not included in this presentation. As a result, the financial information presented in this Budget is not intended to comply with Generally Accepted Accounting Principles.

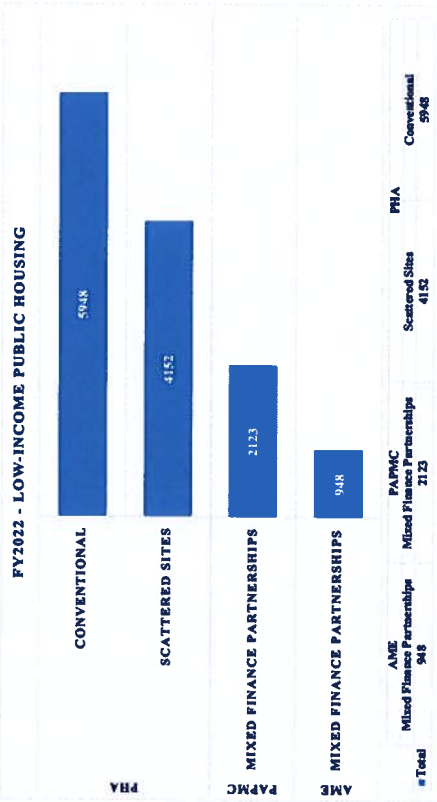
To provide meaningful comparisons to the FY 2022 budget, figures from the approved FY 2021 Board Approved Budget are included in the Summary Budget Overview Schedules.

Sources	MTW Low-Income Public Housing Program (LPH)	MTW Capital Fund Program	MTW Housing Choice Voucher Program (HCV)	Non-MTW Housing Choice Voucher Program (HCV)	Resident Programs and Partnerships (RPP)	FY 2022 PROPOSED Budget	FY 2027 % of Overall Budget	FY 2021 APPROVED Budget		FY 2027 % of Overall Budget
								FY 2021 APPROVED Budget	Over/Under Budget	
Revenue										
Tenant Revenues	\$ 29,017,296					\$ 29,017,296	5.56%	\$ 28,617,108	\$ 400,188	1.40%
Operating Subsidy	\$ 139,224,843					\$ 139,224,843	26.67%	\$ 128,162,243	\$ 11,062,600	8.63%
MTW Capital Grants		\$ 81,767,639				\$ 81,767,639	15.67%	\$ 56,133,617	\$ 25,634,022	45.67%
Housing Assistance Subsidy			\$ 3,850,572			\$ 3,850,572	0.74%	\$ 216,468,617	\$ 15,162,159	7.00%
Administrative Fees Earned			\$ 376,216			\$ 376,216	0.08%	\$ 20,506,749	\$ 777,115	3.79%
RUD Resident Program Grants				\$ 1,687,975		\$ 1,687,975	0.35%	\$ 1,421,312	\$ 266,663	18.76%
Miscellaneous Income	\$ 9,000,000					\$ 9,000,000	1.74%	\$ 10,600,000	\$ (1,600,000)	-14.15%
Interest Earned on Cash and Investments	\$ 800,000		\$ 22,000			\$ 822,000	0.17%	\$ 200,000	\$ 1,122,000	100.00%
Fraud Recovery	\$ 200,000					\$ 200,000	0.04%	\$ 400,000	\$ (200,000)	-50.00%
Shared Services Reimbursement	\$ 6,523,613					\$ 6,523,613	1.25%	\$ 7,594,306	\$ (1,070,693)	-14.10%
Total Sources	\$ 184,765,752	\$ 81,767,639	\$ 249,489,841	\$ 4,248,798	\$ 1,687,975	\$ 521,960,005	100.00%	\$ 470,105,952	\$ 51,854,053	11.03%
Uses										
Operating Expenses										
Salaries and Benefits	\$ 94,103,605	\$ 3,863,503	\$ 26,092,861	\$ 376,226	\$ 801,339	\$ 125,238,134	25.08%	\$ 119,360,553	\$ 5,877,581	4.93%
Administrative Expenses	\$ 16,458,385		\$ 7,269,231			\$ 23,727,616	4.72%	\$ 23,284,218	\$ 443,398	1.90%
Utility Expenses	\$ 4,864,995		\$ 78,494			\$ 4,943,489	0.95%	\$ 4,865,698	\$ 77,791	1.58%
Electricity	\$ 5,275,322		\$ 8,004			\$ 5,283,326	1.00%	\$ 5,362,494	\$ (79,168)	-0.84%
Gas	\$ 15,052,650		\$ 35,208			\$ 15,087,858	2.91%	\$ 13,143,250	\$ 1,944,608	12.90%
Water	\$ 23,246,967		\$ 322,068			\$ 23,569,035	4.68%	\$ 23,413,382	\$ 155,653	0.66%
Utility Expenses Total			\$ 322,068			\$ 322,068	0.06%	\$ 322,068	\$ -	0.00%
Housing Assistance Payments	\$ 12,284,270		\$ 173,400,000	\$ 3,855,266		\$ 175,539,536	35.50%	\$ 179,000,937	\$ (1,748,671)	-0.98%
Insurance Expenses	\$ 14,302,462	\$ 35,265	\$ 106,673	\$ 17,306	\$ 12,764	\$ 14,464,110	2.80%	\$ 14,119,125	\$ (1,662,846)	-11.78%
Maintenance Expenses	\$ 2,339,829		\$ 59,500		\$ 5,313	\$ 2,404,642	0.46%	\$ 2,370,444	\$ 34,198	1.43%
Protective Services	\$ 852,865		\$ 684,208			\$ 1,537,073	0.30%	\$ 2,403,593	\$ 520,444	21.65%
Tenant Services			\$ 3,906,102		\$ 867,859	\$ 4,773,961	0.92%	\$ 5,611,455	\$ (837,494)	-15.45%
General Expenses	\$ 18,965,576		\$ 2,000			\$ 18,967,576	3.62%	\$ 17,059,166	\$ 1,908,410	11.18%
ACC Subsidy Payments To Limited Partnerships	\$ 580,347		\$ 2,000			\$ 582,347	0.11%	\$ 771,500	\$ (191,200)	-24.78%
Collection Losses (bad debt)	\$ 400,000					\$ 400,000	0.08%	\$ 602,000	\$ (202,000)	-33.54%
Other General Expenses	\$ 13,945,953		\$ 2,000			\$ 13,947,953	2.72%	\$ 18,235,716	\$ (4,287,763)	-30.74%
General Expenses Total	\$ 183,514,906	\$ 3,898,768	\$ 211,645,981	\$ 4,248,798	\$ 1,687,975	\$ 604,992,827	77.59%	\$ 599,130,383	\$ 5,862,444	1.47%
Operating Expenses Total										
Non-Operating Expenses										
Capital / Non-Routine		\$ 68,443,372	\$ 35,911,850			\$ 104,355,222	19.99%	\$ 58,941,613	\$ 45,413,613	77.05%
Equipment	\$ 1,251,446		\$ 1,915,000			\$ 3,166,446	0.61%	\$ 2,815,075	\$ 371,371	13.19%
Capital Bond Debt Services Payment	\$ 1,251,446	\$ 9,425,500				\$ 10,676,946	2.05%	\$ 9,218,881	\$ 1,458,065	13.94%
Capital / Non-Routine Total		\$ 1,251,446	\$ 37,846,850			\$ 39,108,296	7.51%	\$ 70,975,569	\$ (31,867,273)	-81.48%
Non-Operating Expenses Total	\$ 1,251,446	\$ 77,868,872	\$ 37,846,850	\$ -	\$ -	\$ 116,967,178	22.41%	\$ 70,975,569	\$ 45,991,609	64.80%
Uses Total	\$ 184,765,752	\$ 81,767,639	\$ 249,489,841	\$ 4,248,798	\$ 1,687,975	\$ 521,960,005	100.00%	\$ 470,105,952	\$ 51,854,053	11.03%
Grand Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0)	\$ -	\$ -

FY2022 LOW-INCOME PUBLIC HOUSING PROGRAM

PHA's Low Income Housing portfolio consist of **13,171** units of affordable housing throughout the City of Philadelphia. This includes approximately **3,071** low-income tax credit partnerships, in which PHA, through its affiliate PAPMC, manages **2,123** units and **948** are alternatively managed.

For FY 2022, the Low-Income Housing program has a projected budget of **\$184.8** million, an increase of **\$9.6** million or **5.48%** over FY 2021's approved budget.



	FY 2022 PROPOSED Budget		FY 2021 APPROVED Budget		% Over/(Under) Budget
	\$	%	\$	%	
Sources					
Tenant Revenues	\$ 29,017,296	15.70%	\$ 28,617,108	1.40%	
Operating Subsidy	\$ 139,224,843	75.35%	\$ 128,162,243	8.63%	
Miscellaneous Income	\$ 9,000,000	4.87%	\$ 10,500,000	-14.29%	
Interest Earned on Cash and Investments	\$ 800,000	0.43%	\$ 100,000	700.00%	
Fraud Recovery	\$ 200,000	0.11%	\$ 200,000	0.00%	
Shared Services Reimbursement	\$ 6,523,613	3.53%	\$ 7,594,306	-14.10%	
Sources Total	\$ 184,765,752	100.00%	\$ 175,173,657	5.48%	
Uses					
Operating Expenses					
Salaries and Benefits	\$ 94,103,605	50.93%	\$ 88,589,269	6.22%	
Administrative Expenses	\$ 16,458,385	8.91%	\$ 14,988,921	9.80%	
Utility Expenses	\$ 23,246,967	12.58%	\$ 23,282,842	-0.15%	
Insurance Expenses	\$ 12,284,270	6.65%	\$ 13,950,167	-11.94%	
Maintenance Expenses	\$ 14,382,462	7.78%	\$ 13,488,844	6.63%	
Protective Service Expenses	\$ 2,239,829	1.21%	\$ 2,118,561	5.72%	
Tenant Services	\$ 852,865	0.46%	\$ 859,237	-0.74%	
General Expenses	\$ 19,945,923	10.80%	\$ 17,895,716	11.46%	
Operating Expenses Total	\$ 183,514,306	99.32%	\$ 175,173,557	4.76%	
Non-Operating Expenses					
Capital / Non-Routine Total	\$ 1,251,446	0.68%	\$ 100	0.00%	
Non-Operating Expenses Total	\$ 1,251,446	0.68%	\$ 100	0.00%	
Uses Total	\$ 184,765,752	100.00%	\$ 175,173,657	5.48%	
Grand Total	\$		\$ (0)		

FY2022 HOUSING CHOICE VOUCHER PROGRAM

PHA's Housing Choice Voucher provides rental subsidies to low-income families residing in housing owned by private, not-for-profit or public landlords.

PHA administers **23,068** vouchers, while under PHA's MTW Agreement, the majority of PHA's HCV vouchers are eligible for funding and programmatic flexibility.

The program also supports family self-sufficiency and home ownership programs.

Program	Vouchers
MTW Tenant Based	17,324
MTW Unit/Project Based	2,266
Veterans Affairs Supportive Housing (VASH) Tenant Based	810
VASH Project Based	14
Mainstream Year 5	445
Family Unification (FUP)	75
Rental Assistance Demonstration (RAD)	1,635
Moderate Rehabilitation (MOD)	203
Single Room Occupancy (SRO)	296
Totals	23,068

FY2022 MTW HOUSING CHOICE VOUCHER PROGRAM

PHA's MTW Agreement, are eligible for funding and programmatic flexibility. This includes Tenant-Based, Project/Unit Based, Rental Housing Assistance Demonstration (RAD) and special purpose voucher under the Veterans Administration Supportive Housing (VASH) vouchers.

For FY 2022, the MTW Housing Choice Voucher program has a projected budget of **\$249.5** million, an increase of **\$15.7** million or **6.72%** over FY 2021's approved budget.

MTW Housing Choice Voucher Program	FY 2022 PROPOSED Budget	FY 2022 % Overall PROPOSED Budget	FY 2021 APPROVED Budget	FY 2022 Overt(Under) FY 2021 Budget	% Overt(Under) FY 2021 Budget
SOURCES					
Housing Assistance Subsidy	\$ 227,790,204	91.30%	\$ 213,465,336	\$ 14,314,868	6.71%
Administrative Fees Earned	\$ 20,909,638	8.38%	\$ 19,908,093	\$ 1,001,545	5.03%
Miscellaneous Income	\$ 100,000	0.04%	\$ 100,000	\$ -	0.00%
Interest Earned on Cash and Investments	\$ 500,000	0.20%	\$ 100,000	\$ 400,000	400.00%
Fraud Recovery	\$ 200,000	0.08%	\$ 200,000	\$ -	0.00%
Sources Total	\$ 249,409,841	100.00%	\$ 233,773,429	\$ 15,716,412	6.72%
USES					
Operating Expenses					
Salaries and Benefits	\$ 26,092,861	10.46%	\$ 25,902,664	\$ 190,197	0.73%
Administrative Expenses	\$ 7,269,231	2.91%	\$ 6,295,297	\$ 973,934	15.47%
Utility Expenses	\$ 122,406	0.05%	\$ 128,500	\$ (6,094)	-4.74%
Housing Assistance Payments	\$ 173,480,000	69.59%	\$ 175,400,000	\$ (2,000,000)	-1.14%
Insurance Expenses	\$ 186,673	0.04%	\$ 131,291	\$ (24,617)	-18.75%
Maintenance Expenses	\$ 59,500	0.02%	\$ 214,500	\$ (155,000)	-72.28%
Protective Service Expenses	\$ 694,208	0.27%	\$ 285,032	\$ 399,176	140.05%
Tenant Services	\$ 4,406,102	1.77%	\$ 4,752,218	\$ (346,116)	-7.28%
General Expenses	\$ 2,000	0.00%	\$ 337,000	\$ (335,000)	-99.41%
Operating Expenses Total	\$ 212,142,981	85.03%	\$ 213,446,591	\$ (1,303,610)	-0.61%
Non-Operating Expenses					
Capital / Non-Routine					
Capital Activity	\$ 35,411,860	14.19%	\$ 18,866,827	\$ 16,545,033	87.69%
Equipment	\$ 1,935,000	0.78%	\$ 1,460,100	\$ 474,900	32.53%
Capital / Non-Routine Total	\$ 37,346,860	14.97%	\$ 20,326,927	\$ 17,019,933	83.73%
Non-Operating Expenses Total	\$ 37,346,860	14.97%	\$ 20,326,927	\$ 17,019,933	83.73%
Uses Total	\$ 249,409,841		\$ 233,773,429		6.72%
Grand Total	\$ -		\$ 0		

FY2022 NON-MTW HOUSING CHOICE VOUCHER PROGRAM

This program includes Single Room Occupancy (SRO), Moderate Rehabilitation and Special Purpose Vouchers such as the Mainstream and Family Unification Program.

For FY 2022, the Non-MTW Housing Choice Voucher program has a projected budget of \$4.25 million, an increase of \$.645 thousand or 17.89% over FY 2021's approved budget.

Non-MTW Housing Choice Voucher Program	FY 2022 PROPOSED Budget	FY 2022 Overall PROPOSED Budget	FY 2021 APPROVED Budget	FY 2022 Over/Under FY 2021 Budget	% Over/Under FY 2021 Budget
Sources					
MTW Capital Grants					
Housing Assistance Subsidy	\$ 3,850,572	90.63%	\$ 3,003,281	\$ 847,291	28.21%
Administrative Fees Earned	\$ 376,226	8.85%	\$ 600,656	\$ (224,430)	-37.36%
Interest Earned on Cash and Investments	\$ 22,000	0.52%	\$ -	\$ 22,000	0.00%
Sources Total	\$ 4,248,798	100.00%	\$ 3,603,937	\$ 644,861	17.89%
Uses					
Operating Expenses					
Salaries and Benefits					
Administrative	\$ 376,226	8.85%	\$ -	\$ 376,226	0.00%
Salaries and Benefits Total	\$ 376,226	8.85%	\$ -	\$ 376,226	0.00%
Housing Assistance Payments					
Housing Assistance Payments	\$ 3,854,266	90.71%	\$ 3,603,937	\$ 250,329	6.95%
Portability Expenses	\$ 1,000	0.02%	\$ -	\$ 1,000	0.00%
Housing Assistance Payments Total	\$ 3,855,266	90.74%	\$ 3,603,937	\$ 251,329	6.97%
Insurance Expenses					
Worker's Compensation	\$ 17,306	0.41%	\$ -	\$ 17,306	0.00%
Insurance Expenses Total	\$ 17,306	0.41%	\$ -	\$ 17,306	0.00%
Operating Expenses Total	\$ 4,248,798	100.00%	\$ 3,603,937	\$ 644,861	17.89%
Uses Total	\$ 4,248,798		\$ 3,603,937	\$ 644,861	17.89%
Grand Total	\$ -		\$ -	\$ -	

FY2022 RESIDENT PROGRAMS AND PARTNERSHIPS

Resident Programs and Partnerships	FY2022 Overall PROPOSED Budget		FY2021 APPROVED Budget		FY2022 Over(Under) FY 2021 Budget		% Over(Under) FY 2021 Budget	
	Budget	%	Budget	%	Budget	%	Budget	%
Sources								
HUD Resident Program Grants	\$ 1,687,975	100.00%	\$ 1,421,312		\$ 266,663	18.76%		
Sources Total	\$ 1,687,975		\$ 1,421,312		\$ 266,663	18.76%		
Uses								
Operating Expenses								
Salaries and Benefits	\$ 801,939	47.51%	\$ 1,416,640		\$ (614,700)	-43.39%		
Worker's Compensation	\$ 12,764	0.76%	\$ 4,672		\$ 8,091	173.17%		
Maintenance Expenses	\$ 5,313	0.31%	\$ -		\$ 5,313	0.00%		
Tenant Services	\$ 867,959	51.42%	\$ -		\$ 867,959	0.00%		
Operating Expenses Total	\$ 1,687,975	100.00%	\$ 1,421,312		\$ 266,663	18.76%		
Uses Total	\$ 1,687,975	100.00%	\$ 1,421,312		\$ 266,663	18.76%		
Grand Total	\$ -		\$ -		\$ -			

Resident Programs and Partnerships offers PHA residents a wide variety of training, services and programs to help them gain valuable skills and achieve self-sufficiency. PHA opened the Vaux Community Building, which houses the Workforce Development Center, Homeownership and Self-Sufficiency programs, health services and high-school. PHA opened a new Section 3 Resource Center in FY 2021.

There are three main sources of funds:

- Resident Opportunity for Self Sufficiency (ROSS)
- Family Self-Sufficiency (FSS)
- Jobs Plus

For FY 2022, the Resident Programs and Partnerships program has a projected budget of \$1.69 million, an increase of \$0.267 thousand or 18.76% over FY 2021's approved budget.

FY2022 CAPITAL FUND PROGRAM

PHA utilizes a combination of financing alternatives to leverage its capital assets towards the agency's strategic goals. Capital improvements are funded by grants received from the Department of Housing and Urban Development (HUD) as well as PHA's MTW Housing Choice Voucher program.

In addition to HUD funding, PHA will use a variety of third-party financing methods, including bonds, low-income housing tax credits (LIHTC), and mortgages to supplement traditional funding sources for capital activities.

For FY2022, the Capital Fund program has a projected budget of \$81.27 million, an increase of \$25.13 million or 44.78% over FY2021's approved budget.

Capital Fund Program	FY 2022 PROPOSED Budget		FY 2021 APPROVED Budget		FY 2022 (Over/Under) Budget		% Over/Under	
Sources								
MTW Capital Grants	\$	81,267,639	\$	56,133,617	\$	25,134,022		44.78%
Source Total	\$	81,267,639	\$	56,133,617	\$	25,134,022		44.78%
Uses								
Operating Expenses								
Salaries and Benefits	\$	3,463,580	\$	3,461,980	\$	411,522		11.92%
Insurance Expenses	\$	35,245	\$	32,995				
Operating Expenses Total	\$	3,498,825	\$	3,494,975	\$	(1,396,200)		-28.97%
Non-Operating Expenses								
Capital / Non-Routine								
Equipment	\$	67,943,372	\$	40,074,786	\$	27,868,586		69.54%
Capital / Non-Routine Total	\$	67,943,372	\$	40,074,786	\$	27,868,586		69.54%
Capital / Non-Routine	\$	9,425,500	\$	1,354,975	\$	(1,354,975)		-100.00%
Capital / Non-Routine	\$	9,425,500	\$	9,218,881	\$	206,619		2.24%
Capital / Non-Routine Total	\$	77,368,872	\$	50,648,642	\$	26,720,230		52.76%
Non-Operating Expenses Total	\$	77,368,872	\$	50,648,642	\$	26,720,230		52.76%
Uses Total	\$	81,267,639	\$	56,133,617	\$	25,134,022		44.78%
Grand Total	\$	-	\$	-	\$	-		

FY2022 PLANNED CAPITAL ACTIVITIES

PHA has a five-year capital plan (the Plan) for all Capital Activities. The Plan includes capital and development projects planned for the five-year period from FY 2020 through FY 2025. For FY2022, the below represents activities planned for this upcoming budget period. The work items and projects are organized into the five categories:



Capital Improvements

Capital improvements that address immediate capital needs from one or more of the following:

- Exigent health and safety needs;
- Replacement or repairs to systems and/or system components that have reached the end of their useful life cycle; and/or,
- Work items projected to result in significant operating cost savings.



Energy Conservation Measures (ECM)

Includes a range of work items that are projected to reduce energy consumption and (for the most part) generate long-range utility costs savings at PHA conventional sites.



Modernization

Includes rehab costs for scattered site units including both vacant and anticipated turnover units over the five-year period.



New Development

Ongoing and proposed new development projects, RAD transfer of assistance sites, and various other priority neighborhood revitalization projects that are in the planning stages.



Rental Assistance Demonstration (RAD)

Includes construction estimates for planned RAD conversions at existing PHA conventional, PAPMC and AME sites.

FY2022 PLANNED CAPITAL IMPROVEMENTS

PHA's planned capital improvements for FY2022 is \$9.1 million and includes the following:

504 Modifications will be performed on the following sites throughout the year. Reasonable modifications can include structural changes to interiors and exteriors of dwellings and to common and public use areas. Examples include the installation of a ramp into a building, lowering the entry threshold of a unit, or the installation of grab bars in a bathroom.

Site Improvements and Upgrades will be performed on the following sites throughout the year as part of PHA's preventive maintenance and upkeep at our conventional and scattered site developments.

Development	Development #	Total Project Cost
Johnson Homes	1	\$55,000
Richard Allen II	3	\$55,000
Raymond Rosen	10	\$55,000
Wilson Park	13	\$55,000
Harrison Plaza	15	\$30,000
Arch Homes	18	\$30,000
Spring Garden Apartments	20	\$30,000
Queen Lane Apartments	24	\$30,000
Hill Creek	29	\$30,000
Abbotsford Homes	30	\$30,000
Oxford Village	32	\$30,000
Whitehall Apartments	34	\$30,000
Haddington Homes	35	\$30,000
Champlot Homes	42	\$30,000
Morton Homes	49	\$30,000
Fairhill Apartments	55	\$30,000
College View	65	\$30,000
Ceell B. Moore	100	\$30,000
Arlene Homes	104	\$55,000
Haddington SS	901	\$75,000
Mantua	902	\$75,000
Kingsessing	903	\$75,000
Germentown/Hunting Park	904	\$75,000
Fairhill Square	905	\$75,000
Francisville	906	\$75,000
Lodlow	907	\$75,000
Susquehanna	908	\$75,000
Strawberry Mansion	909	\$75,000
Oxford Jefferson	910	\$75,000
504 Modification Total		\$1,445,000

Project Description	Development	Development #	Total Project Cost
Carpentry	Scattered Sites	901-910	\$ 400,000
Heating Upgrades	Scattered Sites	901-910	\$ 100,000
Roof Repairs / Replacement	Scattered Sites	901-910	\$ 2,300,000
Sanitary Upgrades	Oxford Village	032	\$ 800,000
Scattered Site Demolition	Scattered Sites	901-910	\$ 823,000
Stemwork - Concrete Repairs	Scattered Sites	901-910	\$ 300,000
Stemwork - Painting	Scattered Sites	901-910	\$ 200,000
Stemwork - Painting	PHA-Wide	various	\$ 1,100,000
Stemwork - Playground Replacement	Richard Allen II	003	\$ 85,000
Stemwork - Playground Replacement	Abbotsford Homes	030	\$ 95,000
Project Description	Development	Development #	Total Project Cost
Stemwork - Tree Removal	Raymond Rosen	010	\$ 35,000
Stemwork - Tree Removal	Hill Creek	029	\$ 35,000
Stemwork - Tree Removal	Scattered Sites	901-910	\$ 250,000
Stemwork - Window Replacement	Scattered Sites	901-910	\$ 100,000
Electrical Upgrades	Wilson Park	013	\$ 300,000
Electrical Upgrades	Spring Garden Apartments	020	\$ 300,000
Electrical Upgrades	Batman Village	031	\$ 400,000
Total Site Improvements & Upgrades			\$ 7,625,000

FY2022 PLANNED ENERGY PERFORMANCE ACTIVITIES

PHA plans to continue to Phase II of the \$50 million energy conservation project which, is projected to reduce energy consumption and (for the most part) generate long-range utility costs savings at PHA conventional sites.

For FY2022, PHA has budgeted \$7.8 million for 10 developments.

Development	Development #	Total Project Cost
Johnson Homes	1	\$ 3,044,041
Raymond Rosen	10	\$ 2,892,480
Wilson Park	13	\$ 917,000
Hill Creek	29	\$ 326,673
Champlost Homes	42	\$ 59,060
Haverford Homes	46	\$ 10,369
College View	65	\$ 74,560
Holmcrest Homes	66	\$ 266,211
Bentley Hall	77	\$ 132,551
Cecil B. Moore	100	\$ 68,787
Total Energy Performance		\$ 7,791,732

FY2022 PLANNED MODERNIZATION ACTIVITIES

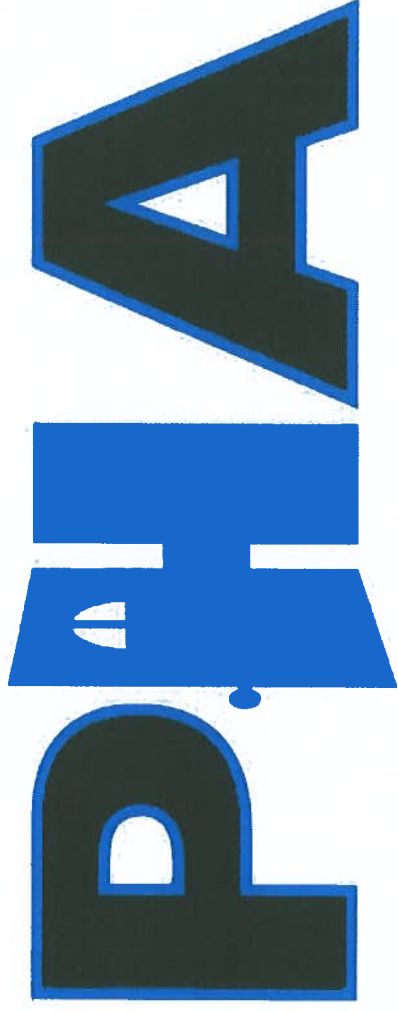
Development	Development #	Total Project Cost
TBD	901-910	\$ 3,490,909
Fairhill Square	905	\$ 327,273
Francisville	906	\$ 654,545
Ludlow	907	\$ 218,182
Susquehanna	908	\$ 218,182
Strawberry Mansion	909	\$ 218,182
Oxford Jefferson	910	\$ 872,727
Total Modernization		\$ 6,000,000

In order to preserve affordable housing, PHA included rehabilitation costs for long-term vacant scattered site units. For FY2022, PHA has budgeted \$6 million to complete necessary improvements.

FY2022 PLANNED DEVELOPMENT AND RAD ACTIVITIES

Planned new development projects including those related to the Sharswood/Blumberg Transformation Plan, the North Central/Norris Transformation Plan, RAD transfer of assistance sites, and various other priority neighborhood revitalization projects that are in the planning stages. For FY 2022, PHA has budgeted **\$81.7** million.

Project Type	Project Description	Development	Total Project Cost	PHA Allocation	FY 2022 Amount Allocated to PHA Budget
New Development					
	PHA Rental Phase I (PH 4A)	Blumberg	\$22,881,331	\$10,000,000	\$10,000,000
	PHA Warehouse and Logistics Center	Administrative	\$14,845,500	\$14,845,500	\$14,845,500
New Development Total			\$37,726,831	\$24,845,500	\$24,845,500
Rental Assistance Demonstration (RAD)					
	27th & Susquehanna	27th & Susquehanna	\$23,380,334	\$6,500,000	\$6,500,000
	North Central CNI Phase V	Norris Choice	\$54,934,366	\$9,602,500	\$2,400,000
	HUNT Phase I (Sharswood PH 1A)	Blumberg	\$23,501,494	\$4,800,000	\$3,000,000
	HUNT Phase II (Sharswood PH 2A)	Blumberg	\$24,400,000	\$6,200,000	\$4,650,000
	Harrison Senior Tower	Harrison Plaza	\$48,000,000	\$25,000,000	\$14,250,000
	Fairhill - Demolition	Fairhill Apartments	\$5,500,000	\$5,500,000	\$5,500,000
	Gordon Extension - Strawberry Mansion Phase II	Strawberry Mansion	\$28,400,000	\$17,679,852	\$8,500,000
	Harzen Street	Blumberg	\$24,500,000	\$3,850,000	\$3,850,000
	Reynolds School	Blumberg	\$25,000,000	\$1,500,000	\$1,500,000
	Kids Aging Out of Foster Care on Ridge Avenue	Blumberg	\$6,000,000	\$6,000,000	\$6,000,000
Rental Assistance Demonstration (RAD) Total			\$263,616,194	\$81,632,352	\$56,150,000
Grand Total			\$301,343,025	\$106,477,852	\$80,995,500



PHILADELPHIA HOUSING AUTHORITY

OPENING DOORS TO OPPORTUNITIES

THANK YOU!