



**PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS
ANNUAL MEETING MINUTES
Thursday, May 18, 2023
3 p.m. at 2013 Ridge Ave., Philadelphia, PA 19121**

The regularly scheduled Annual Meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order by the Vice-Chair, Herbert Wetzel, at approximately 3:08 p.m. In addition to the Vice-Chair, Commissioners Callahan, Camarda, Mayo, Purnell, and Shahid participated in the meeting, as did the President & CEO (“CEO”) and the General Counsel and Board Secretary, Laurence M. Redican. The Chair, Lynette Brown-Sow, and Commissioners Coney and Wise did not participate.

The Vice-Chair did a roll call to establish that a quorum was present (Commissioner Purnell joined after the roll call, but before the vote on the first resolution and participated in all thereafter). The Vice-Chair then congratulated the CEO on his recently receiving an honorary degree from Cheyney University and also for being honored as the “2023 Champion for Children” by the Children First organization.

The CEO reviewed the commenting procedures before making two announcements.

First, recognition and accolades were given for the significant and effective efforts of resident leadership, residents, and especially Resident Commissioners Asia Coney and Ethel Wise, to inform and mobilize residents to exercise their voting rights in the recent primary election. Second, it was noted that PhillySEEDS scholarships are available and applications are encouraged for the 2023-24 year, which can be submitted between now and June 15, 2023, as well as announcing that PhillySEEDS having an upcoming 10th Anniversary Gala on July 13, 2023 and tickets are available via its website.

The Vice-Chair then asked whether there were any changes to the minutes of the April 20, 2023 Board meeting. Hearing none, the minutes were approved.

Seven (7) resolutions were presented, reviewed, and unanimously approved.

Resolution No. 12284, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary and Deputy General Counsel – Office of General Counsel (“Corporate Secretary”), to establish the schedule of regularly-scheduled public meetings of the PHA Board of Commissioners through May of 2024, as required to be done at its Annual Meeting under the amended By-Laws of the Board. Commissioner Camarda, as a member of the Policy & Planning Committee that reviewed the resolution prior to its presentation to the Board, moved for its adoption. Following a second and there being no discussion or public comment (with the opportunity being available for all the resolutions), the motion was unanimously approved, by roll call.

Resolution No. 12285, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary, for approval of the FY 2023 Annual Reports for the Board Committees of Audit, Risk Management, Finance, Policy & Planning, and Resident Services, pursuant to their respective resolutions or charters, for the period from April 1, 2022 to March 31, 2023. The reports were prepared, reviewed and approved by the respective committees. A motion for adoption of the reports was made by Commissioner Callahan, seconded, and, there being no discussion, was approved by roll call.

Resolution No. 12286, attached in Appendix 1, was presented by Janea Jordon, Senior Executive Vice President - Public Safety, Audit and Compliance, to authorize the re-appointment of C. Marie Patterson to the Audit Committee, whose two-year term began upon her appointment on April 15, 2021. A motion for approval of the resolution was made by Commissioner Purnell, Chair of the Audit Committee and was seconded. Following discussion, including comments regarding the significant role of the committee and the contributions of all its members, including C. Marie Patterson, it was unanimously approved by roll call.

Resolution No. 12287, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management (“EVP-SCM”) and was to authorize the submission of an application to the Governor’s Office of the Budget for the release of one million five hundred thousand dollars (\$1,500,000.00) in Redevelopment Assistance Capital Program (“RACP”) funding for the Hartranft Community Complex Center. Commissioner Camarda, as a member of the Policy & Planning Committee that reviewed the resolution, moved for its adoption. Following a second and discussion regarding appreciating both the funding by the Commonwealth and the support of Pa. Senator Sharif Street in advocating for that funding, the motion was unanimously approved, by roll call.

Resolution No. 12288, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Sovereign Security, LLC for Uniformed Armed and Unarmed Security Guard Services. The total aggregate amount to be expended under the contract, including the exercise of any options, is not to exceed fourteen million five hundred thousand dollars (\$14,500,000.00). Commissioner Mayo, as a member of the Resident Services Committee that reviewed the resolution prior to its presentation to the Board, moved for its adoption. Following a second, there was extended discussion. It was noted that in April, 2023, the Board had approved PHA contracting with Philadelphia Protection Unit, LLC and Scotlandyard Security Services for security guard services; this contract amount would be included in the aggregate not-to-exceed expenditure amount for these services, for all three vendors. Further, resident concerns that had delayed presentation to the Board of the contract had been addressed and the resolution had been reviewed with residents and resident leadership had approved it for presentation to the Board this month. Thereafter, the motion was unanimously approved, by roll call, with no one requesting public comment.

Resolution No. 12289, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Naeti Services, LLC for lead training services, in a total amount not to exceed four hundred twenty thousand dollars (\$420,000.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its adoption. Following a second and there being no discussion, it was unanimously approved, by roll call.

Resolution No. 12290, attached in Appendix 1, was presented by Greg Hampson, Greg Hampson, Senior Executive Vice President – Capital Projects Division, to authorize PHA to take all reasonable and necessary actions regarding the redevelopment of the Walton School, including to: 1) negotiate the terms of the transaction with the project owner/developer; 2) complete the required documentation for submission to HUD; 3) provide \$1,500,000 in funding as a long term loan to assist with the construction of the development; 4) enter into a Mixed Finance ACC Transaction with HUD to create 48 public housing units and to further seek approval from HUD to covert the development from public housing to project based vouchers through a conversion under the Rental Assistance Demonstration program; 5) execute all documents necessary to close the transaction; and 6) take all other actions necessary to complete and close the transaction. Commissioner Camarda, as a member of the Policy & Planning Committee that had reviewed the resolution, moved for its adoption. Following a second and Commissioner Camarda noting that there had been extensive committee discussion regarding the resolution, it was unanimously approved by roll call.

While one person had signed up for the **public comment period**, it was confirmed by the Vice-Chair that she had withdrawn her request to make a public comment and her situation was being addressed.

The Vice-Chair announced that the next meeting will be on June 15, 2023 and, following a motion to adjourn and a second, the meeting was adjourned at approximately 3:40 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.
PHILADELPHIA, PA 19121
THURSDAY, MAY 18, 2023 at 3 p.m.
AGENDA**

- A. Call to Order** – Herbert Wetzel, Board Vice-Chair
- B. Remarks** – Kelvin A. Jeremiah, President & CEO
- C. Approval of the Minutes** of the Board Meeting held April 20, 2023 as distributed
- D. New Business**
1. **RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2024**

Andrea Bowman
 2. **RESOLUTION ADOPTING THE FISCAL YEAR 2023 ANNUAL REPORTS OF THE COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**

Andrea Bowman
 3. **RESOLUTION RE-APPOINTING C. MARIE PATTERSON TO THE PHILADELPHIA HOUSING AUTHORITY AUDIT COMMITTEE AS AN INDEPENDENT MEMBER**

Janea Jordon
 4. **RESOLUTION AUTHORIZING AN APPLICATION FOR REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM FUNDING FOR THE HARTRANFT COMMUNITY COMPLEX CENTER**

Dave Walsh
 5. **RESOLUTION AUTHORIZING A CONTRACT FOR UNIFORMED ARMED AND UNARMED SECURITY GUARD SERVICES WITH SOVEREIGN SECURITY, LLC**

Dave Walsh
 6. **RESOLUTION AUTHORIZING A CONTRACT FOR LEAD TRAINING SERVICES WITH NAETI SERVICES, LLC**

Dave Walsh

7. RESOLUTION AUTHORIZING UNDERTAKING CERTAIN ACTIONS RELATED TO THE REDEVELOPMENT OF THE RUDOLPH WALTON SCHOOL

Greg Hampson

E. Public Comment Period

RESOLUTION NO. 12284

RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2024

WHEREAS, under Section 401 of the amended By-Laws of the Philadelphia Housing Authority ("PHA") Board of Commissioners ("Board"), as adopted by Resolution No. 11724 on September 25, 2014, the annual meeting of the Board shall be held in either April or May of each year and at the annual meeting "the Authority shall establish a schedule of its regularly scheduled meetings during the ensuing one-year period;" and

WHEREAS, by Resolution No. 12211, adopted by the Board on May 19, 2022, the Board established its schedule of regularly-scheduled meetings a twelve-month period, which included this meeting; and

WHEREAS, this Board meeting is the Annual Board meeting for 2023; and

WHEREAS, Section 709 (a) of the Sunshine Act, 65 Pa.C.S.A. §§ 701–716 ("Sunshine Act"), as amended, requires, *inter alia*, public notice of an agency's first regular annual meeting and that the agency "shall give public notice of the schedule of its remaining regular meetings;" and

WHEREAS, from this date until the next Annual Board meeting, which is to be held in April or May of 2024, the Board wishes to have the following regularly-scheduled Board meetings on the following dates, unless changed by public notice at least two days (48 hours) prior to the meeting (with special meetings requiring 24 hours' public notice, pursuant to the Sunshine Act), to be held at 2013 Ridge Ave., Philadelphia, PA 19121, at 3 p.m. or as otherwise published at least a week in advance on the PHA website:

- Thursday, June 15, 2023
- Thursday, July 20, 2023
- No August Meeting*
- Thursday, September 21, 2023
- Thursday, October 19, 2023
- Thursday, November 16, 2023
- Thursday, December 21, 2023
- Thursday, January 18, 2024
- Thursday, February 15, 2024
- Thursday, March 21, 2024
- Thursday, April 18, 2024
- Thursday, May 16, 2024

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts the schedule, as set forth above, for its regularly-scheduled meetings, from this date through May of 2024.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023
Shirley M. Redin
ATTORNEY FOR PHA

RESOLUTION NO. 12285

**RESOLUTION ADOPTING THE FISCAL YEAR 2023 ANNUAL REPORTS OF THE COMMITTEES OF
AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**

WHEREAS, Section 501 of the amended By-Laws of the Philadelphia Housing Authority (“PHA”) Board of Commissioners (“Board”), as adopted by Resolution No. 11724 on September 25, 2014, provides for establishing the standing Board Advisory Committees of Finance, Policy & Planning, and Resident Services (collectively, “Standing Committees”); and

WHEREAS, the charters of the Standing Committees were approved by the Board, by Resolution No. 11777, on May 21, 2015; and

WHEREAS, each of the three (3) Standing Committee charters requires the respective committee to “[r]eport at least annually to the Board with respect to the activities of the Committee;” and

WHEREAS, the charter of the Audit Committee, most recently approved by the Board by Resolution No. 11785 on May 21, 2015, states in Section VI that the Audit Committee is to “submit a written, annual report to the Board summarizing its activities;” and

WHEREAS, pursuant to the Risk Management Framework, as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721, the Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report; and

WHEREAS, the last annual reports submitted to the Board of Commissioners by the Standing Committees and the joint report submitted by the Audit Committee and the Risk Management Committee were for the period of Fiscal Year 2022, from April 1, 2021 to March 31, 2022, which reports were approved by Board Resolution No. 12212 on May 19, 2022; and

WHEREAS, the Audit Committee and the Risk Management Committee have prepared a joint FY 2023 report, for the period of Fiscal Year 2023, from April 1, 2022 to March 31, 2023, and those two committees, as well as the three (3) Standing Committees, have distributed and presented their FY 2023 Annual Reports to the PHA Board of Commissioners, in substantially the form attached hereto, and the respective committees recommend their approvals;

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts and approves the FY 2023 Annual Committee Reports of the Committees of Audit, Risk Management, Finance, Policy & Planning, and Resident Services, in substantially the form attached hereto.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023
Anna M. Kede
ATTORNEY FOR PHA

*ATTACHMENT TO RESOLUTION RE: FY 2023 ANNUAL REPORTS OF THE COMMITTEES
OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT
SERVICES*

**FY 2023 ANNUAL REPORT OF THE PHA AUDIT COMMITTEE
AND THE RISK MANAGEMENT COMMITTEE
FOR THE PERIOD FROM APRIL 1, 2022 – MARCH 31, 2023**

Pursuant to the amended Charter of the Audit Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 15, 2015, by Resolution No. 11785, the Audit Committee is to report at least annually to the Board with respect to the activities of the Committee. The Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report, pursuant to the Risk Management Framework as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721.

This report is for both committees and covers the time period from April 1, 2022 – March 31, 2023, which is the Fiscal Year 2023 for PHA (“FY 2023”).

Voting Members:

The voting members of the Audit Committee during FY 2023, as appointed by the Board, were:

Frederick S. Purnell, Sr.: a PHA Commissioner, appointed for a two-year term on March 16, 2017, by Board Resolution No. 11920; re-appointed for a 2-year term on March 21, 2019, by Resolution No. 12036; on March 18, 2021, by Resolution No. 12141; and on February 16, 2023 (effective as of 3/18/23);

Chenora Burkett: appointed for a two-year term on February 15, 2018, by Resolution No. 11976; reappointed for a 2-year term on February 20, 2020 by Resolution No. 12080; and on February 17, 2022 by Resolution No. 12195;

Francis McLaughlin: appointed for a two-year term on July 19, 2018 by Resolution No. 12007; re-appointed for a 2-year term on July 16, 2020, by Resolution No. 12103; and on July 21, 2022 by Resolution No. 12226;

Bonnie Camarda: a PHA Commissioner, appointed to a two-year term by Resolution No. 12013 on September 20, 2018; re-appointed for a 2-year term on September 17, 2020, by Resolution No. 12108; and on September 15, 2022 by Resolution No. 12242;

C. Marie Patterson, appointed for a two-year term on April 15, 2021, by Resolution No. 12145 (and currently proposed for re-appointment)

Officers:

In FY 2023, as previously elected by the committee, Commissioner Purnell was the Chair and Commissioner Camarda was the Vice Chair.

Advisory Members: Under the Audit Committee Charter, its Advisory Members are PHA’s Executive Vice President of the Office of Audit and Compliance (“OAC”) and PHA’s Senior Executive Vice President of Finance - Chief Financial Officer (“CFO”).

During the reporting period, **Janea Jordon**, as Senior Executive Vice President of OAC and **Celeste Fields**, as Senior Executive Vice President/Chief Administrative & Financial Office, served on the Audit Committee as Advisory Members.

Under the charter, the Committee is to meet at least four (4) times a year (no less than quarterly).

The Audit Committee held four (4) meetings in the twelve-month reporting period. Meetings were held on June 21, 2022, September 2, 2022, December 20, 2022 and March 21, 2023.

As set forth in the charter of the Audit Committee, the Committee's responsibilities are to ensure:

- 1) the integrity of financial reporting (including selecting an auditor then coordinating with PHA's Executive and Finance departments);
- 2) the adequacy of internal controls (including risk management and working with the Office of Audit and Compliance, and PHA's departments of Finance and Information Systems); and
- 3) compliance with statutory and regulatory requirements (including working with the independent auditor and PHA's Offices of General Counsel and Audit and Compliance).

Pursuant to the responsibilities set forth in the charter, and as detailed in the Audit Committee meeting minutes for the reporting period, the work of the committee during this reporting period included detailed presentations and discussion regarding internal and external audits from the Office of Audit and Compliance and the external auditors; reviewing areas of particular attention for the purposes of the various audits; reports from PHA and the external auditors regarding compliance updates; presentations of regular reports from PHA's Risk Management Committee, and information updates from PHA's President & CEO, Kelvin Jeremiah.

The participants in the Audit Committee meetings included the external auditors and PHA staff, as appropriate depending on the agenda of the meeting, as well as the voting and advisory members, and PHA President & CEO Kelvin Jeremiah. A quorum of the voting members participated in all the meetings in FY 2023.

PHA's external auditor in FY 2023 was RSM. Its representatives met with members of the Audit Committee regarding the annual independent audit both at group committee meetings and informally. Again in FY 2023, the audit went very smoothly and the finding was that there were no material weaknesses or deficiencies, with the report being unmodified. The comprehensive annual financial report and the associated financial statement for the period of April 1, 2021 through March 31, 2022, were completed by September of 2022 and, after review and discussion, were recommended by the Audit Committee to the Board for approval. The PHA Board of Commissioners approved the audit reports by Resolution No. 12234 on September 15, 2022.

The Risk Management Committee is to report annually to the Board as to its activities and also provides regular reports during the year to the Audit Committee, with a representative from the committee attending the Audit Committee meetings to present those reports and answer questions regarding them.

In FY 2023, the Risk Management Committee met four (4) times: on June 16, 2022; September 20, 2022; January 18, 2023; and April 12, 2023.

During the reporting period, its members were (in alphabetical order): **Michael Craighead**, Inspector, Office of Public Safety; **Stacey Collins**, Manager - Labor and Employee Relations - HR; **Lynda Enaco**, Risk Management Administrator – OGC; **Faisal Hassan**, Executive Vice President - Information Systems Mgt. & CITO; **Makeeda Holley**, Exec. Vice President – Resident Programs and Partnerships; **Bret Holden**, Executive Vice President - Leased Housing; **Dinesh Indala**, Senior Executive Vice President - Housing Operations; **Janea Jordon**, Senior Executive Vice President - Public Safety, Audit & Compliance; **Andrew Kenis**, Managing Deputy General Counsel – OGC; **Hagop Keshishian**, Vice President of Maintenance; **Nichole Tillman**, Executive Vice President – Communications; **Nnena Ukwa**,

Vice President – Finance; **David Walsh**, Executive Vice President - Supply Chain Mgt.; and **Kimberly Woods**, Executive Vice President - Human Resources.

The Risk Management Committee seeks to identify and manage risks that could impact PHA's operations and results. As reported to the Audit Committee, the areas reviewed at the meetings of the Risk Management Committee included reports from the appropriate departments, through its member representatives on the committee, regarding: Cyber Issues; Inflation and Contracts; Fleet Management; Vacant Building; Filing Capacities; Security Issues; and Insurance/Claims.

**FY 2023 ANNUAL REPORT
OF THE PHA FINANCE COMMITTEE
FOR THE PERIOD FROM APRIL 1, 2021 – MARCH 31, 2022**

Under the provisions of 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, the Finance Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2022 – March 31, 2023, which is the Fiscal Year 2023 for PHA (“FY 2023”).

The members of the Finance Committee for the reporting time period, were the following Board of Commissioner members, all of whom served for the entire period and were appointed as members by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Leslie Callahan, Chair of the Finance Committee, as appointed by the Chair of the PHA Board,
Bonnie Camarda,
Ismail Shahid, and
Herbert Wetzel

Pursuant to the charter of the Finance Committee, the role of the Committee is that it:

shall be responsible for recommending financial policies, goals and budgets that support the mission, values and strategic goals of PHA. The Committee shall also regularly review the financial performance of PHA compared with its goals and the financial implications of major transactions and programs. The Committee’s role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with securing and maintaining PHA’s sound financial status; 2) provide advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies; and 3) ensure responsible fiscal practices.

The Committee is to meet at least four (4) times a year (no less than quarterly) and it had ten (10) scheduled meetings in FY 2023, with a quorum present for nine (9) of them. The meetings were held virtually, via WebEx. The committee met every month, with the exception of the months of August 2022 (when there was no Board meeting, in accordance with the Board’s annual schedule of regular meetings for FY 2023), December 2022, and January 2023.

In FY 2023, the Finance Committee reviewed and considered twenty-nine (29) resolutions for determining whether to recommend them for consideration by the Board of Commissioners.

In addition, three (3) financial update presentations were presented to the Committee by Celeste Fields, Senior Executive Vice President of Finance - Chief Financial Officer, in FY 2023. In July and November of 2022, the committee received Fiscal Year overview presentations and in February of 2023 it had a review of the proposed FY 2024 Operating and Capital Budgets, for recommendation to the full Board. The presentations were all sent to the full Board, also.

The activities of the Finance Committee, by reviewing initiatives and prospective contracts for maintaining and creating affordable housing options and related activities, provided important assistance to the Board with securing and maintaining PHA’s sound financial status. Through its

review and recommendations to the full Board regarding expenditures, including those appropriately brought to the Board under PHA's Controlled Policy & Procedure #10, and overall budget matters, the Finance Committee provided valuable advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies and ensured that responsible fiscal practices were followed.

In FY 2023, the committee reviewed, made appropriate recommendations, and monitored PHA's annual operating budget and annual capital budget, consistent with the long-term financial plan and financial policies, as assisted by the presentations from the Finance Department, Supply Chain Management, and other appropriate departments, as well as timely updates from the President & CEO regarding federal funding updates and related matters.

**FY 2023 ANNUAL REPORT OF THE PHA
POLICY & PLANNING COMMITTEE
FOR THE PERIOD FROM APRIL 1, 2022 – MARCH 31, 2023**

Pursuant to the Charter of the Policy & Planning Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Policy & Planning Committee is to report at least annually to the Board with respect to the committee activities.

This report covers the time period from April 1, 2022 – March 31, 2023, which is the Fiscal Year 2023 for PHA (“FY 2023”).

The members of the Policy & Planning Committee during that reporting time period have been the following Board of Commissioner members, all of whom were as appointed as members by the Chair of the PHA Board of Commissioners, Lynette Brown-Sow, and all served for the entire reporting period:

Herbert Wetzel, the elected Vice-Chair of the Board and Chair of the Policy & Planning Committee, as appointed by the Chair of the PHA Board,
Bonnie Camarda,
Asia Coney, and
Frederick S. Purnell, Sr.

Pursuant to the charter of the Policy & Planning Committee, the Committee:

shall provide oversight and guidance in the development and implementation of PHA’s structure, policies and processes. The Committee’s role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with developing and maintaining PHA’s mission, vision, and strategic direction, 2) oversee the development of PHA’s policies and 3) provide advice to the Board and PHA the adoption or amendment of PHA policies or other action by PHA involving matters of public policy, when such matters are not otherwise to be determined by another committee of the Board.

The Committee is to meet at least four (4) times a year (no less than quarterly). The Policy & Planning Committee had ten (10) meetings in the twelve-month reporting period for FY 2023, all which had a quorum. The committee met every month with the exception of the months of August 2022 (when the Board did not meet, pursuant to its annually established schedule of meetings), November 2022 and February 2023. In FY 2023, the committee reviewed twenty-six (26) resolutions for recommendation to the Board of Commissioners.

In addition to reviewing resolutions, the committee participated in discussions and reviews of PHA initiatives, including: partnering and investing in development and redevelopments of low-income housing, including advancing Rental Assistance Demonstration opportunities; revising certain employee policies, including the change from a Residency Requirement to a Hiring Preference based on living in the City of Philadelphia and the policy re: tuition reimbursement; serving special needs populations through partnerships; changes to the Administrative Plan and the Admissions and Continued Occupancy Policy; PHA’s Moving-to-Work Plans and amendments; and otherwise continuing to serve as a dynamic force and major funder for both the creation and protection of low-income housing options and housing and neighborhood development in the City of Philadelphia.

**FY 2023 ANNUAL REPORT OF THE PHA
RESIDENT SERVICES COMMITTEE
FOR THE PERIOD FROM APRIL 1, 2022 – MARCH 31, 2023**

Pursuant to the Charter of the Resident Services Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on May 21, 2015, by Resolution No. 11777, the Resident Services Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2022 – March 31, 2023, which is the Fiscal Year 2023 for PHA (“FY 2023”).

The members of the Resident Services Committee during the entire reporting time period have been the following Board of Commissioner members, as appointed as committee members by the Chair of the PHA Board of Commissioners, Lynette Brown- Sow:

Asia Coney, Chair of the Resident Services Committee, as appointed committee chair by the Chair of the PHA Board;
Ethel M. Wise;
Belinda Mayo; and
Ismail Shahid

Pursuant to the charter of the Resident Services Committee, the Committee:

shall be responsible for the promotion of resident programs and services in support of PHA’s mission. The Committee’s role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board in determining the most productive and appropriate ways to enrich the lives of PHA residents and promote opportunities to achieve financial independence; 2) provide advice to the Board and PHA management regarding the adoption or amendment of strategies or policies related to resident services; and 3) enhance the interface between PHA, the Board and PHA residents.

The Committee is to meet at least four (4) times a year (no less than quarterly) and it had four (4) scheduled meetings in FY 2023, with three (3) having a quorum. Three (3) resolutions were reviewed at the meetings and presentations were also made by the department of Resident Programs and Partnerships (“RPP”).

The RPP presentations were made in June and October of 2022 and covered, among other things, Summer Programming initiatives, new partnerships, and a wealth of programs being offered through the new PHA Youth and Family Center. The presentations for these meeting were also sent to the full Board, as they were very comprehensive and highlighted information to share.

The above activities contributed to the committee’s fulfilling its role of promoting resident programs and services, as well as resident involvement and participation.

RESOLUTION NO. 12286

RESOLUTION RE-APPOINTING C. MARIE PATTERSON TO THE PHILADELPHIA HOUSING AUTHORITY AUDIT COMMITTEE AS AN INDEPENDENT MEMBER

WHEREAS, the Philadelphia Housing Authority (“PHA”) created an Audit Committee, by Resolution No. 11571 (“Audit Resolution”) on November 30, 2012, the charter of which was most recently amended by Resolution No. 11785 on May 21, 2015, which states as follows, with regard to membership:

Section II. Membership

The Committee shall consist of seven (7) members; five (5) voting members, and two (2) non-voting members, serving as advisors to the Committee. The Committee's voting members shall elect the Committee's Chair and Vice Chair. The Chair shall be a member of the Audit Committee who is also a member of PHA's Board of Commissioners. At least four (4) independent members shall be selected from outside of PHA (PHA employees are excluded from being an independent member). PHA's Executive Vice President (“EVP”) of the Office of Audit and Compliance and PHA's Senior Executive Vice President of Finance - Chief Financial Officer shall comprise the remaining advisory members of the Committee.

Section III. Independent Members

The Board shall select the Independent Members, who shall serve for a two-year period that may be renewed by the Board from time to time.... the Board will attempt to select as an Independent Member a person who meets the definition of an “audit committee financial expert” with the following attributes:

- An understanding of financial statements and generally accepted accounting principles.
- An ability to assess the general application of such principles in connection with the accounting for estimates, accruals and reserves.
- Experience in preparing, auditing, analyzing or evaluating financial statements that present a level of complexity of accounting issues generally comparable to what could be raised by PHA's financial statements or experience actively supervising one or more persons engaged in such activities.
- An understanding of internal controls and procedures for financial reporting.
- An understanding of audit committee functions.
- An understanding of public housing programs, including federal, state and local public housing rules, regulations, budget and finance.

WHEREAS, C. Marie Patterson was appointed to the Audit Committee for a two-year term by the Board of Commissioners on April 15, 2021, pursuant to Board Resolution No. 12145; and

WHEREAS, the Audit Committee unanimously recommends her re-appointment;

BE IT RESOLVED, that the PHA Board of Commissioners does hereby approve and consent to the re-appointment of C. Marie Patterson as an independent member of PHA's Audit Committee, for a two-year term, pursuant to the terms and conditions of the Audit Charter.

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I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12287

RESOLUTION AUTHORIZING AN APPLICATION FOR REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM FUNDING FOR THE HARTRANFT COMMUNITY COMPLEX CENTER

WHEREAS, the Philadelphia Housing Authority (“PHA”) Board of Commissioners adopted Resolution No. 12266 on March 16, 2023, authorizing the Design Build and Construction Management Services for the Hartranft Community Complex Center “Hartranft project”); and

WHEREAS, PHA wishes to apply for Redevelopment Assistance Capital Program (“RACP”) funding from the Commonwealth of Pennsylvania to provide financial assistance toward the completion of the Hartranft project, consistent with the above-mentioned resolution and Board authorization; and

WHEREAS, the Hartranft project will entail a full “gut” rehab to the two buildings in the Complex, including: removal/replacement/repair of all rough and finish Mechanical, Electrical and Plumbing (“MEP”), security, and alarm systems, pool filtration and supporting mechanical systems; removal /replacement of the roof as needed; removal/replacement of doors, hardware, windows, flooring, drywall, ceiling, paint, warming kitchen; masonry to be patched and repaired; a new façade to be installed; and site work that will include repaving the parking lot, repair/replacement of concrete sidewalk and walkways, curbing, landscape, signage, etc.; and

WHEREAS, Board approval of this resolution, authorizing PHA’s application to the Governor's Office of the Budget for the release of one million five hundred thousand dollars (\$1,500,000.00) in RACP funding for construction of the Hartranft project, as set forth above, is required by the Commonwealth before such funding may be provided by the Commonwealth;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to submit an application for RACP funding, as set forth above, in the amount of one million five hundred thousand dollars (\$1,500,000.00), to provide financial assistance toward the completion of the Hartranft Community Complex Center.



I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023
Sam De Rosa
ATTORNEY FOR PHA

RESOLUTION NO. 12288

RESOLUTION AUTHORIZING A CONTRACT FOR UNIFORMED ARMED AND UNARMED SECURITY GUARD SERVICES WITH SOVEREIGN SECURITY, LLC

WHEREAS, the Philadelphia Housing Authority (“PHA”) has identified a need for security guard 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, on April 20, 2023, by Resolution No. 12278, the PHA Board of Commissioners approved contracts with Philadelphia Protection Unit, LLC and Scotlandyard Security Services; and

WHEREAS, also based upon consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that an additional contract be awarded to Sovereign Security, LLC; and

WHEREAS, work is to be assigned to the awardee at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract 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 this contract and the two (2) others for the same services, as approved by Board Resolution No. 12278, shall not exceed fourteen million five hundred thousand dollars (\$14,500,000.00) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is five million seven hundred thirty-two thousand five hundred dollars (\$5,732,500.00);
- 2) The not-to-exceed aggregate amount for the first one-year option period is two million nine hundred twenty-two thousand five hundred dollars (\$2,922,500.00);
- 3) The not-to-exceed aggregate amount for the second one-year option period is two million nine hundred twenty-two thousand five hundred dollars (\$2,922,500.00); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is two million nine hundred twenty-two thousand five hundred dollars (\$2,922,500.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Sovereign Security, LLC for a total aggregate amount, including the amount to be expended under the two (2) others for the same services, as approved by Board Resolution No. 12278, not to exceed fourteen million five hundred thousand dollars (\$14,500,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023

ATTORNEY FOR PHA

RESOLUTION NO. 12289

**RESOLUTION AUTHORIZING A CONTRACT FOR LEAD TRAINING SERVICES
WITH NAETI SERVICES, LLC**

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

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

WHEREAS, the proposal was 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 a contract be awarded to Naeti Services, LLC; and

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

WHEREAS, it is recommended that the amount to be expended under this contract shall not exceed four hundred twenty thousand dollars (\$420,000.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two-year base period is one hundred sixty-eight thousand dollars (\$168,000.00);
- 2) The not-to-exceed amount for the first one-year option period is eighty-four thousand dollars (\$84,000.00);
- 3) The not-to-exceed amount for the second one-year option period is eighty-four thousand dollars (\$84,000.00); and
- 4) The not-to-exceed amount for the third one-year option period is eighty-four thousand dollars (\$84,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Naeti Services, LLC, as set forth above, for a total amount not to exceed four hundred twenty thousand dollars (\$420,000.00), subject to the availability of funds therefor, and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12290

RESOLUTION AUTHORIZING UNDERTAKING CERTAIN ACTIONS RELATED TO THE REDEVELOPMENT OF THE RUDOLPH WALTON SCHOOL AND HELP PA DEVELOPMENT CORP.

WHEREAS, the Philadelphia Housing Authority (“PHA”) desires to increase the number of affordable housing units in the City of Philadelphia and has identified a need to partner with private and nonprofit entities to develop low-income housing through public-private partnerships; and

WHEREAS, the Philadelphia Housing Authority Development Corporation (“PHADC”) is the owner of real property located at 2601-31 N. 28th Street, Philadelphia, Pennsylvania 19132, which is generally known as the Rudolph Walton School (“Walton School”); and

WHEREAS, PHA issued a Request for Qualifications for the development of the Rudolph Walton School into affordable housing for seniors, defined as aged fifty-five (55) years and above, on February 3, 2023; and

WHEREAS, there were four respondents to the Request for Qualifications and the PHA evaluation committee selected HELP PA Development Corporation (“HELP”) as the developer; and

WHEREAS, HELP will apply for an allocation of 9% low income housing tax credits for the conversion and rehabilitation of the Walton School into 48 or more units of affordable housing for seniors aged 55-years and above; and

WHEREAS, the proposed partnership structure is for PHA to provide a construction/permanent loan to HELP’s to-be-created Limited Partnership (“Limited Partnership”) in the amount of one million five hundred thousand dollars (\$1,500,000.00), which will be non-amortizing and have a term of up to forty (40) years at one percent (1%) interest; have PHADC convey the Walton School property through a long term ground lease with the Limited Partnership; and have PHA receive a fifteen percent (15%) share of the developer fee; and

WHEREAS, this transaction will be structured under the U.S. Department of Housing and Urban Development (“HUD”) Faircloth to Rental Assistance Demonstration (“RAD”) Program, which means that PHA will seek authorization from HUD to enter into a Mixed Finance ACC Transaction to create 48 public housing units and to further seek approval from HUD to covert the development from public housing to project based vouchers after construction is complete through a conversion under the RAD program;

BE IT RESOLVED, that the PHA Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s), to include appropriate actions by authorized PHA staff in furtherance of this resolution, to do the following:

- 1) Enter into a Development Agreement with HELP PA Development Corp., or an affiliate entity, to make the commitments as outlined in the Request for Qualifications, HELP’s proposal and to execute a loan agreement for a one million five hundred thousand dollar (\$1,500,000.00) note and mortgage with the Limited Partnership at closing;
- 2) Regarding the Mixed Finance ACC Transaction, to: a) negotiate and submit certain evidentiaries to HUD for approval, including a Mixed- Finance Amendment to the Consolidated Annual Contributions Contract, a Declaration of Trust Restrictive Covenant, a Regulatory and Operating Agreement and such other ancillary documents as may be required to close the Mixed Finance ACC transaction (Mixed Finance ACC Documents”); b) execute the Mixed Finance ACC Documents once finalized and approved by HUD; c) obtain or facilitate all

I hereby certify that this was
APPROVED BY THE BOARD ON 5/19/2023
Luciana M. Redice
ATTORNEY FOR PHA

government as necessary; and d) take all actions as necessary or desirable to effectuate this resolution; and

3) Regarding the RAD conversion, to: a) negotiate and submit certain RAD closing documents to HUD for approval in connection with the RAD conversion of the public housing units, including, but not limited to, the RAD Conversion Commitment, the Housing Assistance Payment Contract, the Use Agreement and such other documents as necessary or desirable to facilitate the closing of the RAD transaction ("RAD Closing Documents"); b) execute the RAD Closing Documents once finalized and approved by HUD; c) obtain or facilitate all required government approvals as necessary; and d) otherwise take all appropriate actions to effectuate this resolution.