



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

**Thursday, December 19, 2024,
3 p.m. at 2013 Ridge Ave., Philadelphia, PA 19121**

The regularly scheduled meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order by Chair Lynette Brown-Sow at approximately 3:07 p.m. In addition to the Chair and Vice-Chair Wetzel, the following PHA Commissioners were in attendance: Commissioners Camarda, Clarke, Dwyer, Glenn, Shahid, and Wise, as well as the President & CEO, Kelvin Jeremiah (“CEO”) and the General Counsel and Board Secretary, Laurence M. Redican. Commissioner Coney did not participate in the meeting.

Following a moment of silence, as requested by the Chair to prepare for the work to be done in the meeting, and her recognition of the new Brith Sholom resident council members in attendance, the CEO reviewed the commenting procedures and made the following announcements:

- 1) PHA had tree lighting festivities at 20 of its senior sites this year and Resident Commissioner Wise was commended for having attended 19 of those;
- 2) The PHA North Pole Holiday light display along Ridge Avenue will continue until January 9th and everyone is encouraged to come out and enjoy it;
- 3) Holiday wishes are extended from PHA staff and residents to all; and
- 4) PHA has achieved an unprecedented (in anyone’s memory) 96% occupancy rate, which is enormously impressive and due to exceptional efforts across many departments.

The Employee of the Month Award was then presented by Dinesh Indala to both Jack Keshishian and Tom Magras for their efforts in successfully achieving the 96% occupancy rate and they received a round of congratulatory applause.

Before presentation of the resolutions, the Chair asked whether there were any changes to the minutes of the Board meeting of November 21, 2024. Hearing none, the minutes were accepted as submitted.

Eight (8) resolutions were presented, offered for public comment and discussion, and unanimously approved.

Resolution No. 12386, attached in Appendix 1, was presented by Jennifer Ragen, Director of Policy, to authorize PHA to submit to the U.S. Department of Housing and Urban Development (“HUD”) PHA’s FY 2026 Moving-to-Work (“MTW”) Plan and an amendment to its FY2025 MTW Plan. Board Vice-Chair Wetzel, Chair of the Policy & Planning Committee that reviewed the resolution with PHA staff prior to its going to the Board, moved for its adoption. Following a second, and there being no discussion (including no public comment, for which an opportunity was provided, as it was for all the resolutions), the motion was unanimously approved.

Resolution No. 12387, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President, Supply Chain Management, Supply Chain Management “EVP-SCM”), to authorize PHA to contract for lead wipe services with Criterion Labs, Inc.; Lew Environmental Services, LLC; Batta Environmental

Associates, Inc.; EnviroSure, Inc.; and USA Environmental Management, Inc., in a total amount not to exceed twelve million six hundred thousand dollars (\$12,600,000); Commissioner Camarda, Chair of the Finance Committee that reviewed the resolution, moved for its approval. After a second and there being no discussion, the motion was unanimously approved.

Resolution No. 12388, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract for housekeeping services with LLegacies Commercial Cleaning Services, Paul's Building Maintenance, One Mechanical New Innovations LLC ("O.M.N.I."), Creativescape Inc., and Castor Properties Inc., in a total amount not to exceed one million five hundred ninety-one thousand six hundred sixty-five dollars (\$1,591,665). Commissioner Glenn, as a member of the Resident Services Committee that reviewed the resolution, moved for its adoption. The motion was seconded and unanimously approved.

Resolution No. 12389, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract for mechanical & plumbing maintenance repair services with Lor-Mar Mechanical Services LLC, One Mechanical New Innovations LLC ("O.M.N.I."), Hot and Cold Mechanical LLC, Devine Brothers Inc., and Daniels Contracting of Philadelphia, in an amount not to exceed seventeen million five hundred thousand dollars (\$ 17,500,000). The Finance Committee had reviewed this resolution prior to its presentation to the Board and its Chair, Commissioner Camarda, moved for its adoption, which was unanimously approved after a second and there being no discussion.

Resolution No. 12390, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract for door and gate services with Milestone Construction Management, Inc. and Creativescape, Inc., in a total amount not to exceed one million five hundred thousand dollars (\$1,500,000). This resolution had been reviewed by the Resident Services Committee and Commissioner Glenn moved for its adoption. Following a second and there being no discussion, the motion was unanimously approved.

Resolution No. 12391, attached in Appendix 1, was presented by Bret Holden, Executive Vice President-Leased Housing, for the Board to approve amendments, described in the attachment summary to the resolution, to both the Admissions and Continued Occupancy Policy ("ACOP") for public housing and the Administrative Plan ("Admin Plan") for the Housing Choice Voucher Program. This resolution had been reviewed by the Policy & Planning Committee and its Chair, Board Vice-Chair Wetzel, moved for its adoption. After the motion was seconded and there being no discussion, it was unanimously approved.

Resolution No. 12392, attached in Appendix 1, was presented by Kimberly Woods, Executive Vice President – Human Resources, for approval of a revision to the Workplace Violence Prevention Policy in the Employee Handbook. The resolution had been reviewed by the Policy & Planning committee, whose Chair, Board Vice-Chair Wetzel, moved for its adoption. The motion was unanimously approved after a second and there being no discussion.

Resolution No. 12393, attached in Appendix 1, was presented by General Counsel Larry Redican, for the Board to confirm and approve PHA's commitment for the use of HUD-held MTW reserves, to clarify that such amounts have been committed by PHA in furtherance of its MTW Plan activities and 5-year capital plan, as set forth on the attachment to the resolution. The attachment has a chart that reflects a commitment of three hundred thirty-nine million two hundred eighty-nine thousand three hundred thirty-seven dollars (\$339,289,337). Board Vice-Chair Wetzel, Chair of the Policy & Planning Committee that reviewed the resolution, moved for its adoption. Following a second, there was extensive discussion and it was noted that clarification should be done for the chart, to show that Westpark Apts. Phase 1 Senior, which was on the chart in two places for the same amount (with the dual inclusion reflecting two phases,

not duplication), should have A and B added, respectively, after the 1, to the two notations: Westpark Apts. Phase 1A Senior and Westpark Apts. Phase 1B Senior. There is no change to the total, simply clarification that the two notations for Westpark, for the same amount, are for two different phases. While the initial motion had been carried, an amended motion was made by Vice-Chair Wetzel to have the 1A and 1B notations added to the chart attachment to the resolution (which is reflected in the resolutions attached to these minutes). That motion was seconded and unanimously approved.

Public Comment:

Sterling Johnson provided public comment regarding concerns for the homeless in Philadelphia and the need for greater resources, as well as noting that the National Homeless Persons Memorial Day event would take place in Philadelphia on December 21, 2024 at Shakespeare Park (by Logan Circle).

There being no further business, the meeting was adjourned, following a motion from Commissioner Camarda, at approximately 3:50 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, DECEMBER 19, 2024
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 of November 21, 2024 as distributed
- D. New Business**

- 1. RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO SUBMIT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ITS MOVING TO WORK (“MTW”) ANNUAL PLAN FOR FISCAL YEAR 2026 AND A SIGNIFICANT AMENDMENT TO THE FISCAL YEAR 2025 MTW PLAN**

Jennifer Ragen

- 2. RESOLUTION AUTHORIZING CONTRACTS FOR LEAD WIPE SERVICES WITH CRITERION LABS, INC.; LEW ENVIRONMENTAL SERVICES, LLC; BATTI ENVIRONMENTAL ASSOCIATES, INC.; ENVIROSURE, INC.; AND USA ENVIRONMENTAL MANAGEMENT, INC.**

Dave Walsh

- 3. RESOLUTION AUTHORIZING CONTRACTS FOR HOUSEKEEPING SERVICES WITH LLEGACIES COMMERCIAL CLEANING SERVICES, PAUL’S BUILDING MAINTENANCE, ONE MECHANICAL NEW INNOVATIONS LLC (“O.M.N.I.”), CREATIVESCAPE INC., AND CASTOR PROPERTIES INC.**

Dave Walsh

- 4. RESOLUTION AUTHORIZING CONTRACTS FOR MECHANICAL & PLUMBING MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES LLC, ONE MECHANICAL NEW INNOVATIONS LLC (“O.M.N.I.”), HOT AND COLD MECHANICAL LLC, DEVINE BROTHERS INC., AND DANIELS CONTRACTING OF PHILADELPHIA**

Dave Walsh

- 5. RESOLUTION AUTHORIZING CONTRACTS FOR DOOR AND GATE REPAIR SERVICES WITH MILESTONE CONSTRUCTION MANAGEMENT, INC. AND CREATIVESCAPE, INC.**

Dave Walsh

6. RESOLUTION APPROVING AMENDMENTS TO THE PHILADELPHIA HOUSING AUTHORITY'S PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY AND THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN

Bret Holden

7. RESOLUTION ADOPTING A REVISION TO THE EMPLOYEE HANDBOOK

Kimberly Woods

8. RESOLUTION CONFIRMING AND APPROVING THE COMMITMENT BY THE PHILADELPHIA HOUSING AUTHORITY OF MOVING TO WORK RESERVES HELD BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Laurence M. Redican and Celeste Fields

E. Public Comment Period

RESOLUTION NO. 12386

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO SUBMIT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ITS MOVING TO WORK ("MTW") ANNUAL PLAN FOR FISCAL YEAR 2026 AND A SIGNIFICANT AMENDMENT TO THE FISCAL YEAR 2025 MTW PLAN

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") administers a Moving to Work ("MTW") Demonstration Program that is designed to provide the opportunity for selected housing authorities to explore and demonstrate more efficient ways to provide and administer low-income housing, and pursuant to the Philadelphia Housing Authority ("PHA") Board of Commissioners Resolution No. 10618, dated December 21, 2000, PHA submitted to HUD an MTW Application Plan and Agreement; and

WHEREAS, since 2001, when HUD accepted PHA's application for participation in the MTW Demonstration Program and HUD and PHA subsequently executed a MTW Demonstration Agreement ("MTW Agreement"), PHA has continuously participated in the MTW Demonstration Program, with its current agreement extending to 2038; and

WHEREAS, as a participant in the MTW Demonstration Program, PHA is required to develop an MTW Annual Plan for each fiscal year during the term of the MTW Agreement, which outlines the PHA budget and MTW activities, and to submit the Annual Plan for approval by its Board at least seventy-five (75) days prior to the beginning of each fiscal year ("FY"), with FY 2026 beginning on April 1, 2025; and

WHEREAS, PHA has distributed to the Board both PHA's MTW Annual Plan for FY 2026 ("Plan"), a summary of which is attached hereto as Attachment "A," and a Significant Amendment to the MTW Annual Plan for FY 2025 ("Amendment"), which is for one thousand one hundred fifty-four (1,154) units at the following nineteen (19) developments: 17th Street Community Corridor Project Phase 1; 5000 Warrington Avenue; Beacon of Hope; Fairhill III; Fairmount Flats; Gaudenzia Cathedral Homes; Impact Services Veterans Housing; Linda Lockman Kind Apartments; New Africa Center; New Courtland Apartments at Henry Avenue; New Courtland Apartments at Henry Avenue Phase 1B; North Part Avenue; Scattered Sites; Sepviva Lofts; St. Katherine Drexel Place; The Queen Senior Apartments; Brith Sholom; Norris/North Central VI; and Francis House; and

WHEREAS, PHA has fulfilled the HUD requirement of providing opportunities for resident and public participation and comment on the FY 2026 Plan and the FY 2025 Amendment, including scheduling at least one (1) public hearing and taking into consideration any comments received, by: 1) holding an introductory meeting with resident leadership and interested PHA residents on November 13, 2024; 2) holding a Public Hearing on November 20, 2024; 3) posting the draft Plan and Amendment on PHA's website; 4) making copies of the draft Plan and Amendment available at PHA's Headquarters; and 5) accepting and considering public comments from November 6, 2024 through December 6, 2024;

BE IT RESOLVED that the Board of Commissioners hereby approves the MTW Annual Plan for FY 2026 and a Significant Amendment to the FY 2025 MTW Plan, in substantially the form distributed to the Board, and authorizes PHA's Chair and/or President & CEO or their authorized designee(s) to: 1) submit to HUD the FY 2026 Annual MTW Plan and the FY 2025 MTW Plan Amendment; 2) take all steps necessary to finalize and secure HUD approval and implement initiatives described in the Plan and Amendment, subject to receipt of adequate funding from HUD; 3) certify that the Public Hearing requirement has been met; and 4) execute the HUD Certifications of Compliance with MTW Plan Requirements and Related Regulations, in substantially the form attached hereto as Attachment "B," for each certification.

I hereby certify that this was
APPROVED BY THE BOARD ON 12/19/24

ATTORNEY FOR PHA

ATTACHMENT “A” TO MTW ANNUAL PLAN RESOLUTION FOR FY 2026 AND AMENDMENT TO FY 2025 MTW PLAN

Philadelphia Housing Authority – Moving to Work (MTW) Program FY 2026 Annual Plan Highlights, including FY 2025 Plan Amendment #1

Background

- The FY 2026 MTW Annual Plan covers the period from 04/01/25 through 03/31/26.
- It incorporates current HUD requirements for content, formatting, tables and standard metrics.
- As required by HUD, the Plan’s focus is on “MTW activities,” those that require MTW programmatic or budget flexibility to implement.
- PHA has also proposed a FY 2025 MTW Annual Plan RAD Significant Amendment, which is for the development and/or conversion to Project Based Voucher assistance of 1,154 units at 19 developments as further described in Appendix H of Plan Amendment #1: 17th Street Community Corridor Project Phase 1; 5000 Warrington Avenue; Beacon of Hope; Fairhill III; Fairmount Flats; Gaudenzia Cathedral Homes; Impact Services Veterans Housing; Linda Lockman Kind Apartments; New Africa Center; New Courtland Apartments at Henry Avenue; New Courtland Apartments at Henry Avenue Phase 1B; North Part Avenue; Scattered Sites; Sepviva Lofts; St. Katherine Drexel Place; The Queen Senior Apartments; Brith Sholom; Norris/North Central VI; and Francis House.

Process

- The MTW Plan and Plan Amendment public comment period was from 11/06/24 – 12/6/24.
- PHA has advertised the public comment period and has posted the draft MTW Plan and Plan Amendment on its website. Copies were offered to resident leadership and also made available at PHA’s headquarters.
- A resident leadership meeting to review the Plan and Plan Amendment was held on 11/13/24 and a public hearing was held on 11/20/24.

Funding

- Funding estimates are preliminary and subject to change based on Congressional appropriations.
- Total projected FY 2026 MTW funding including tenant rental income is approximately \$623.16 million, of which Capital Funds are projected at \$56.56 million. (*Tables 9 and 10*)
- Non-MTW funding is not included in the MTW Plan.

Households Served Projections

- Public Housing – 10,837 households (*Table 7*)
- MTW Vouchers (including RAD vouchers) – 22,025 households (*Table 7*)

MTW Activities

- One MTW activity (2025-03) is proposed for the FY 2025 Plan Amendment in this Resolution.

- Ongoing MTW activities incorporate required HUD standard metrics and benchmarks, including proposed revisions to some metrics as allowed under HUD's new reporting protocol.

FY 2026 Planned Activities

Summary highlights of PHA's planned affordable housing preservation, housing development and other MTW initiatives in FY 2026 are included below.

Site/Program	FY 2026 Planned Activity
<i>Sharswood/Blumberg</i>	<ul style="list-style-type: none"> • Original CNI Transformation Plan scope expanded from 1,208 planned units to include a total of 1,480 units (1,216 rental, 264 homeownership). • 566 rental units have been completed and occupied; 439 rental units are currently under construction and projected to be substantially complete by the end of FY 2025; and, an additional 211 rental units are in the design phase, with a projected FY 2026 construction start date. • 66 homeownership units have been completed and sold; 46 are currently under construction and projected to be substantially complete by the end of FY 2025; and, an additional 152 are projected to be under construction and completed in FY 2026. • PHA will also continue to support after school and supportive service programming for low-income youth attending the Big Picture Philadelphia High School located in the Vaux Community Building.
<i>Fairhill Apartments</i>	<ul style="list-style-type: none"> • Phase I and II financial closings and construction starts are projected by end of FY 2025, with construction continuing throughout FY 2026. • Completion of the Hartranft Community Center rehab is also projected for FY 2026. • PHA applied to PHFA and anticipates awards of 4% LIHTC for Phases I and II.
<i>West Park Apartments</i>	<ul style="list-style-type: none"> • Phase I design work is projected to be completed by the end of FY 2025. • PHFA made a 9% LIHTC award to support Phase I. • PHA may reapply for a CNI Implementation grant in FY 2026.
<i>Bartram Village</i>	<ul style="list-style-type: none"> • PHA has expanded the scope of the CNI Transformation Plan to include ~688 units (from original 608 units). • PHA projects that Phase I construction at Bartram will commence in FY 2026. • Phases II-V are currently out for bid. PHA expects to make contract awards and finalize financing plans in FY 2026. • Work will continue on rehab of scattered site replacement units.
<i>Harrison Plaza</i>	<ul style="list-style-type: none"> • The Choice Neighborhoods planning process is underway for redevelopment of Harrison Plaza and the surrounding neighborhood. A Transformation Plan will be finalized in FY 2026. • PHA has identified a development partner. • PHA may apply for a CNI Implementation grant.

Site/Program	FY 2026 Planned Activity
	<ul style="list-style-type: none"> PHA also plans to apply for financing for the first phase of redevelopment.
<i>Brith Sholom</i>	<ul style="list-style-type: none"> PHA acquired Brith Sholom in FY 2025. A comprehensive plan to relocate residents and redevelop the site will be implemented utilizing Faircloth to RAD and other financing tools.
<i>Acquisition & Redevelopment</i>	<ul style="list-style-type: none"> PHA will continue to pursue opportunities to preserve and expand affordable housing citywide through acquisition of existing multifamily sites and vacant land utilizing MTW flexibility, Faircloth to RAD, PBV and/or other available methods. As part of this effort, PHA will continue to work to develop or acquire housing developments in the Strawberry Mansion neighborhood, including acquisition of publicly and privately owned parcels in the neighborhood. A new 85-unit development, including rental and homeownership units, is planned for 28th and York. In addition, the Gordon II development consisting of 56 rental units is planned. The FY2025 Plan Amendment #1 proposes a new MTW Activity 2025-03. Subject to HUD approval, PHA or its affiliate(s) will utilize MTW funds and reserves to acquire existing multifamily properties and vacant land throughout the City. The focus is to preserve housing that currently serves low-income families and/or to make available new housing for low-income families including: expiring LIHTC properties and/or properties with expiring affordable use restrictions; other multifamily properties located in opportunity areas that are being sold at or below market value; and, mixed-use, mixed-income or market rate housing in opportunity neighborhoods. PHA may grant or loan MTW funds to its affiliate(s) to acquire properties under this proposed activity to leverage and facilitate short-term and long-term financing, such as line of credit and bond issuances. Funds may also be used for development, renovations and/or rehabilitation of acquired properties. Repairs and improvements will be made to ensure that all units meet HQS or NSPIRE standards.
<i>Rental Assistance Demonstration</i>	<ul style="list-style-type: none"> PHA plans to undertake RAD conversion of 5,107 public housing units in FY 2026 and future years (<i>Table 14</i>).
<i>Public Housing Development</i>	<ul style="list-style-type: none"> PHA will continue to collaborate with partners to develop 17 new public housing developments with a total of 804 units (<i>Table 1</i>). Most or all will be converted to project-based assistance through Faircloth to RAD at the time of completion.

Site/Program	FY 2026 Planned Activity
<i>Unit Based Vouchers (UBV)</i>	<ul style="list-style-type: none"> PHA plans to enter into UBV contracts for an additional 1,664 units in FY 2026, which includes planned RAD conversions and other development initiatives (<i>Table 3</i>). On an ongoing basis, PHA plans to provide UBV subsidies to approximately 5,750 affordable housing units (<i>Table 4</i>).
<i>Scattered Sites</i>	<ul style="list-style-type: none"> HUD has approved Section 18 disposition for AMPS 901 and 903. HUD approval of disposition for AMP 902 is pending. Unit repairs and upgrades are underway and will be ongoing in FY 2026. Following all HUD approvals and receipt of Tenant Protection Vouchers, PHA will convert those units to PBV. Subject to PHA Board approval, plans to request HUD approval for a Section 18 disposition, RAD conversion and/or RAD/Section 18 blend for additional scattered site AMPS which may include some or all of AMPS 904-910.
<i>Capital and Development Plan</i>	<ul style="list-style-type: none"> \$3.4 billion in capital projects are identified for FY 2026 and future years (<i>Tables 6 and 6A</i>) including capital improvements, energy conservation measures, new development and RAD conversions
<i>Expanding Housing Options for Veterans</i>	<ul style="list-style-type: none"> A limited pilot program was first approved in FY 2025 to expand the housing options available to elderly and disabled veterans assisted through the Veterans Affairs Supportive Housing (VASH) program. The pilot program permits eligible VASH participants to use their tenant-based voucher to reside in a personal care home or similar settings, in which bedrooms, bathrooms, and/or living areas may be shared among a limited number of eligible participants. Personal care homes and similar settings eligible under this activity must be accessible and offer meals and dining services, assistance with performing daily activities, and other supportive services. PHA will establish an alternative payment standard as allowed under the MTW approved activity. Housing assistance will be limited to rent. PHA will not provide assistance for expenses or services outside of rent. During the initial implementation year (FY 2026), PHA will limit the program to 12 participants.
<i>HCV Alternative Inspection Schedule (New Activity)</i>	<ul style="list-style-type: none"> PHA has established an alternative inspection schedule for HCV units based on an assessment of the age, property/unit condition, quality of property management and/or other factors for individual units and buildings. Alternative inspections require that eligible units meet Housing Quality Standards (HQS) and be inspected at least once every three years. In FY 2026, PHA will apply this flexibility to UBV units owned by PHA or a PHA affiliate. PHA may expand this flexibility to other tenant-based and unit-based vouchers for units and properties that were recently built, including new construction. HCV participants and owners will continue to be able to request a complaint inspection at any time in accordance with PHA's

Site/Program	FY 2026 Planned Activity
	<p>Administrative Plan. PHA will also reserve the right to revert the inspection cycle to biennial for a unit or building at any time. HUD shall continue to be able to conduct or direct PHA to conduct inspections at any time for health, safety and/or accessibility purposes.</p>
<p><i>Sponsor-Based Shared Housing Pilot</i></p>	<ul style="list-style-type: none"> • Continue Pilot program involving primarily vacant and uninhabitable scattered site units. In FY 2026, 41 units are projected to be under lease. • Leverages City funds to rehab large-bedroom scattered site units. • PHA has entered into a master lease with City to operate shared housing and an MOU with Community College of Philadelphia for a pilot program to house at-risk students. • In FY 2026, PHA may enter into an MOU, sales agreement, master lease or other agreement with Women's Wellness Space - a 501(c)(3) non-profit organization that provides extensive support services primarily to victims of domestic violence - and its developer partner for up to three (3) PHA scattered site properties for housing and services.
<p><i>Opening Doors to Affordable Homeownership</i></p>	<ul style="list-style-type: none"> • Consolidates, streamlines and enhances PHA's homeownership activities including 5h (scattered site sales), Housing Choice Voucher Homeownership Vouchers, new development and homeownership readiness and counseling support programs. • Program open to public housing and HCV participants in good standing. A preference will be implemented for FSS participants in good standing. • Program components include options for: lease to purchase program for both scattered sites and private market rentals with portion of rent to be escrowed for eventual down payment; front-end down payment assistance up to \$15K per households; and, soft second assistance up to \$50K provided that no other homeownership assistance is received. • Existing HCV monthly homeownership subsidy option will continue to be made available. • Participants must complete PHA-required homeownership counseling and financial literacy courses. • Participants must agree to participate in annual post-purchase follow-up review for three years (except for those who only receive HCV monthly subsidy).
<p><i>Workforce Center, Section 3 Resource Center, Youth and Family Center, Self-Sufficiency and Youth Programs</i></p>	<ul style="list-style-type: none"> • Ongoing implementation of PHA Workforce Center, Section 3 Resource Center, Resident Business Incubator at Vaux Community Building and Youth and Family Center on Ridge Avenue. • With community partners, provide education, job readiness, job training and job placement programs for adult residents. • Place-based programming through ROSS, Choice Neighborhoods, Jobs Plus. • Provide on-site programs for homework assistance, project-based learning, community service, sports and other activities to PHA youth ages 6 to 18 citywide. • Award academic scholarships through PhillySEEDS.

Site/Program	FY 2026 Planned Activity
	<ul style="list-style-type: none"> • Provide summer camp for PHA youth. • Provide job skills training for residents at the Workforce Development Center. • Provide extensive additional services to residents through direct services and partnership programs (<i>Table 11</i>).
<i>Youth Educational Enrichment</i>	<ul style="list-style-type: none"> • A component of the Sharswood/Blumberg Transformation Plan. • Provides \$500 per pupil annually to support enhanced educational programming for low-income PHA high school students at the Big Picture Philadelphia School in the Vaux Community Building. • Goal is to support students in achieving higher educational outcomes and graduation rates.
<i>MTW Rent Simplification</i>	<ul style="list-style-type: none"> • Continue to implement previously approved MTW initiatives that simplify program administration and provide incentives for economic self-sufficiency.
<i>HCV Mobility</i>	<ul style="list-style-type: none"> • Continue to implement mobility program with MTW Block Grant funding to encourage moves to high opportunity areas.
<i>Second Chance Program</i>	<ul style="list-style-type: none"> • Continue to implement a time-limited, voucher pilot program to provide supportive services and housing subsidies to formerly incarcerated returning citizens that are active participants in good standing with the Eastern District Federal Court Supervision to Aid Reentry (STAR) Program and Mayor's Office of Reintegration Services (RISE) Program. Permanent, tenant-based vouchers are provided to successful program graduates. PHA also supports the re-entry of returning citizens to existing public housing households, subject to approval by the households, through a partnership with the Pennsylvania First Judicial Court ex-offender programs.
<i>Local Family Self-Sufficiency Program</i>	<ul style="list-style-type: none"> • Activity to support increased enrollment and enhance residents' ability to build assets. • Updates FSS action plan and incorporates new escrow and performance incentive options.
<i>Limited Pilot – MTW Continued Occupancy Policy</i>	<ul style="list-style-type: none"> • Pilot program involving only new admissions and transfers to: 1) scattered sites; 2) PHA-owned or controlled, non-RAD Project Based Voucher (PBV) developments; and, 3) Turnover units and units for which there are no public housing conversion households with a right to return in PHA-owned or controlled RAD PBV developments. • Does not apply to current public housing residents, elderly or disabled household members, or those who are caretakers of elderly/disabled members. • Requires all non-disabled adults ages 18-54 to complete at least 20 hours per week of work, employment or job training as a condition of continued occupancy. Also applies to non-disabled 17-year-old household members who have dropped out of school. • Residents will be referred to PHA Workforce Center as needed to help ensure ongoing compliance. • Six-month grace period to come into compliance.

Site/Program	FY 2026 Planned Activity
	<ul style="list-style-type: none"> • Temporary hardship exemption for those with documented short-term medical issues or disabilities. • An admissions and transfer preference has been established for these sites for applicants where one or more adults work at least 20 hours per week. Seniors and people with disabilities will automatically be provided with this preference.

**ATTACHMENT "B" TO RESOLUTION RE: FY 26 MTW ANNUAL PLAN AND
AMENDMENT to FY 25 MTW PLAN: TWO HUD CERTIFICATIONS**

HUD Certifications of Compliance with MTW Plan Requirements and Related Regulations for Approval
of MTW Annual Plan for FY 2026 and a Significant Amendment to the FY 2025 MTW Plan

*See attached - U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING
Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan*

CERTIFICATION FOR THE MTW FY 26 – PLAN

CERTIFICATION FOR THE MTW FY 25 – AMENDMENT

CERTIFICATIONS OF COMPLIANCE**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING****Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chair or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning (04/01/2025), hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- (1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d-1), the Fair Housing Act (42 USC 3601 et seq.), section 504 of the Rehabilitation Act of 1973 (29 USC 794), title II of the Americans with Disabilities Act of 1990 (42 USC 12131 et seq.), the Violence Against Women Act (34 USC 12291 et seq.), all regulations implementing these authorities; and other applicable Federal, State, and local fair housing and civil rights laws.
- (5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The Plan contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies, for the PHA's jurisdiction and a description of the way the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
- (7) The MTW PHA will affirmatively further fair housing in compliance with the Fair Housing Act, 24 CFR 5.150 et. seq, 24 CFR 903.7(o), and 24 CFR 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing requires meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR 5.151). The MTW PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (9) In accordance with the Fair Housing Act and Act's prohibition on sex discrimination, which includes sexual orientation and gender identity, and 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not base a determination of eligibility for housing based on actual or perceived sexual orientation, gender identity, or marital status and will not otherwise discriminate because of sex (including sexual orientation and gender identity), will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 75.

- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment, 31 U.S.C. § 1352.
- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 2 CFR 200.334 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 225 (Cost Principles for State, Local and Indian Tribal Governments) and 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), as applicable.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982 or as approved by HUD, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- (23) All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA and should be made available electronically, upon request.

MTW PHA NAME

MTW PHA NUMBER/PHA CODE

*I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. **WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).***

NAME OF AUTHORIZED OFFICIAL

TITLE

SIGNATURE

DATE

*** Must be signed by either the Chair or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chair or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.**

CERTIFICATIONS OF COMPLIANCE

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

OFFICE OF PUBLIC AND INDIAN HOUSING

Certifications of Compliance with Regulations:

Board Resolution to Accompany the Annual Moving to Work Plan

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chair or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning (04/01/2024), hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- (1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d-1), the Fair Housing Act (42 USC 3601 et seq.), section 504 of the Rehabilitation Act of 1973 (29 USC 794), title II of the Americans with Disabilities Act of 1990 (42 USC 12131 et seq.), the Violence Against Women Act (34 USC 12291 et seq.), all regulations implementing these authorities; and other applicable Federal, State, and local fair housing and civil rights laws.
- (5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The Plan contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies, for the PHA's jurisdiction and a description of the way the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
- (7) The MTW PHA will affirmatively further fair housing in compliance with the Fair Housing Act, 24 CFR 5.150 et. seq, 24 CFR 903.7(o), and 24 CFR 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing requires meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR 5.151). The MTW PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.

In accordance with the Fair Housing Act and Act's prohibition on sex discrimination, which includes sexual orientation and gender identity, and 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not base a determination of eligibility for housing based on actual or perceived sexual orientation, gender identity, or marital status and will not otherwise discriminate because of sex (including sexual orientation and gender identity), will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 75.
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- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 2 CFR 200.334 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 225 (Cost Principles for State, Local and Indian Tribal Governments) and 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), as applicable.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982 or as approved by HUD, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- (23) All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA and should be made available electronically, upon request.

MTW PHA NAME

MTW PHA NUMBER/PHA CODE

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

NAME OF AUTHORIZED OFFICIAL

TITLE

SIGNATURE

DATE

*** Must be signed by either the Chair or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chair or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.**

RESOLUTION NO. 12387

RESOLUTION AUTHORIZING CONTRACTS FOR LEAD WIPE SERVICES WITH CRITERION LABS, INC., LEW ENVIRONMENTAL SERVICES, LLC, BATTI ENVIRONMENTAL ASSOCIATES, INC., ENVIROSURE, INC., AND USA ENVIRONMENTAL MANAGEMENT, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for lead wipe 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

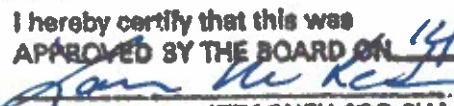
WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Criterion Labs, Inc.; Lew Environmental Services, LLC; Batta Environmental Associates, Inc.; EnviroSure, Inc.; and USA Environmental Management, Inc.; and

WHEREAS, work is to be assigned to the five (5) 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 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 the contracts shall not exceed twelve million six hundred thousand dollars (\$12,600,000) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is five million one hundred thousand dollars (\$5,100,000);
- 2) The not-to-exceed aggregate amount for the first one-year option period is two million five hundred thousand dollars (\$2,500,000);
- 3) The not-to-exceed aggregate amount for the second one-year option period is two million five hundred thousand dollars (\$2,500,000); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is two million five hundred thousand dollars (\$2,500,000);

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 Criterion Labs, Inc.; Lew Environmental Services, LLC; Batta Environmental Associates, Inc.; EnviroSure, Inc.; and USA Environmental Management, Inc. for a total aggregate amount not to exceed twelve million six hundred thousand dollars (\$12,600,000), 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 11/19/24

ATTORNEY FOR PHA

RESOLUTION NO. 12388

RESOLUTION AUTHORIZING CONTRACTS FOR HOUSEKEEPING SERVICES WITH LLEGACIES COMMERCIAL CLEANING SERVICES, PAUL'S BUILDING MAINTENANCE, ONE MECHANICAL NEW INNOVATIONS LLC ("O.M.N.I."), CREATIVESCAPE INC., AND CASTOR PROPERTIES INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for housekeeping 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 LLegacies Commercial Cleaning Services, Paul's Building Maintenance, One Mechanical New Innovations LLC ("O.M.N.I."), Creativescape Inc., and Castor Properties Inc.; and

WHEREAS, work is to be assigned to the awardees at the discretion of the contracting officer based on need, performance and other legitimate business factors, and may be altered 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 the contracts, combined, shall not exceed one million five hundred ninety-one thousand six hundred sixty-five dollars (\$1,591,665) 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 year base period is five hundred ninety thousand five hundred forty-five dollars (\$590,545);
- 2) The not-to-exceed amount for the first one-year option period is three hundred seventeen thousand six hundred ten dollars (\$317,610);
- 3) The not-to-exceed amount for the second one-year option period is three hundred thirty-three thousand four hundred eighty dollars (\$333,480); and
- 4) The not-to-exceed amount for the third one-year option period is three hundred fifty thousand thirty dollars (\$350,030);

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 LLegacies Commercial Cleaning Services, Paul's Building Maintenance, One Mechanical New Innovations LLC ("O.M.N.I."), Creativescape Inc., and Castor Properties Inc. for an amount not to exceed one million five hundred ninety-one thousand six hundred sixty-five dollars (\$1,591,665), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to said contracts, including determining whether options available under the contracts, if any, shall be exercised.



I hereby certify that this was

APPROVED BY THE BOARD ON

12/13/24


ATTORNEY FOR PHA

RESOLUTION NO. 12389

RESOLUTION AUTHORIZING CONTRACTS FOR MECHANICAL & PLUMBING MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES LLC, ONE MECHANICAL NEW INNOVATIONS LLC ("O.M.N.I."), HOT AND COLD MECHANICAL LLC, DEVINE BROTHERS INC., AND DANIELS CONTRACTING OF PHILADELPHIA

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for mechanical & plumbing maintenance and repair 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 Lor-Mar Mechanical Services LLC, One Mechanical New Innovations LLC ("O.M.N.I."), Hot and Cold Mechanical LLC, Devine Brothers Inc. and Daniels Contracting of Philadelphia; and

WHEREAS, work is to be assigned to the five (5) 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 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 the contracts, combined, shall not exceed seventeen million five hundred thousand dollars (\$17,500,000) 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 year base period is seven million dollars (\$7,000,000); and
- 2) The aggregate not-to-exceed amount for each of the three (3) one-year option periods is three million five hundred thousand dollars (\$3,500,000);

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 Lor-Mar Mechanical Services LLC, One Mechanical New Innovations LLC (O.M.N.I.), Hot and Cold Mechanical LLC, Devine Brothers Inc., and Daniels Contracting of Philadelphia for an amount not to exceed seventeen million five hundred thousand dollars (\$17,500,000), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to said contracts, including determining whether options available under the contracts, if any, shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 12/19/2029

ATTORNEY FOR PHA

RESOLUTION NO. 12390

RESOLUTION AUTHORIZING CONTRACTS FOR DOOR AND GATE REPAIR SERVICES WITH MILESTONE CONSTRUCTION MANAGEMENT, INC. AND CREATIVESCAPE, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for door and gate repair 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 Milestone Construction Management, Inc. and Creativescape, Inc; and

WHEREAS, work is to be assigned to the two (2) 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 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 the contracts shall not exceed one million five hundred thousand dollars (\$1,500,000) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is six hundred thousand dollars (\$600,000);
- 2) The not-to-exceed aggregate amount for the first one-year option period is three hundred thousand dollars (\$300,000);
- 3) The not-to-exceed aggregate amount for the second one-year option period is three hundred thousand dollars (\$300,000), and
- 4) The not-to-exceed aggregate amount for the third one-year option period is three hundred thousand dollars (\$300,000);

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 Milestone Construction Management, Inc. and Creativescape, Inc. for a total aggregate amount not to exceed one million five hundred thousand dollars (\$1,500,000), 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

[Signature] 12/12/2024

ATTORNEY FOR PHA

RESOLUTION NO. 12391

**RESOLUTION APPROVING AMENDMENTS TO THE PHILADELPHIA HOUSING AUTHORITY'S
PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY AND THE HOUSING
CHOICE VOUCHER ADMINISTRATIVE PLAN**

WHEREAS, the Philadelphia Housing Authority ("PHA") has adopted the Admissions and Continued Occupancy Policy ("ACOP") applicable to the Public Housing program, with the most recent amendment having an effective date of January 1, 2024, that provides for PHA to update the ACOP to reflect changes in law or regulations, Moving to Work ("MTW") initiatives, PHA operations, or when needed to ensure staff consistency in operation; and

WHEREAS, PHA has an Administrative Plan applicable to the Housing Choice Voucher Program ("Admin Plan"), with the most recent amendment having an effective date of January 1, 2024, that provides for PHA to update the Admin Plan to reflect changes in law or regulations, MTW initiatives, PHA operations, or when needed to ensure staff consistency in operation; and

WHEREAS, PHA has determined that the proposed amendments to the ACOP and the Admin Plan, as substantially reflected on the Summary Sheet attached to this Resolution and as distributed to the Board of Commissioners, are necessary and appropriate to promote efficient program administration, conform to legislative and regulatory requirements, MTW initiatives, and/or the necessity for staff consistency in operation; and

WHEREAS, PHA provided opportunities for public comment on the proposed amendments, including publishing a notice, posting the changes on PHA's website, and soliciting public comments from November 6, 2024 through December 6, 2024, as well as holding a public hearing on the proposed amendments on November 20, 2024, and making a presentation to resident leadership on November 13, 2024;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves the changes to the ACOP and Admin Plan, as substantially reflected on the Summary Sheet attached to this Resolution, to be effective as of 12:01 a.m. on January 1, 2025.



I hereby certify that this was
APPROVED BY THE BOARD ON 12/19/2024

ATTORNEY FOR PHA

Attachment to Resolution re: ACOP and ADMIN PLAN CHANGES

**SUMMARY OF CHANGES TO THE PUBLIC HOUSING ADMISSIONS AND
CONTINUED OCCUPANCY POLICY**

Effective 1/1/25

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Language
Chapter 5: Applications, Waiting List and Tenant Selection				
1.	5.20 Preferences	HOTMA HCV/PBV Final Rule	<ul style="list-style-type: none"> Added language to provide preference to certain HCV families who are required to move due to HQS failures 	<ul style="list-style-type: none"> In accordance with the regulatory requirements at 24 CFR 982.404(e)(2), PHA will provide a preference for an HCV family who: <ul style="list-style-type: none"> Is residing in a unit for which the HAP contract was terminated because the owner failed to correct Housing Quality Standards (HQS) deficiencies; and, Has been issued a transfer voucher or comparable assisted housing in the HCV program but has been unable to lease a unit within the voucher term (and applicable extensions). PHA will provide the HCV family with a selection preference for the appropriately-sized, first available unit.
Chapter 7: Occupancy Standards and Unit Offers				
2.	7.18 Unit Refusal without Good Cause	PHA	<ul style="list-style-type: none"> Revised discussion of unit refusal to clarify policy on waiting list removal 	<ul style="list-style-type: none"> When an applicant rejects the final unit offer without good cause, PHA will withdraw the applicant's name from the waiting list and send notice to the family of such removal. If the applicant is listed on multiple site-based waiting lists, the applicant's name will be removed only from the site-based waiting list for which they have rejected unit offer; the applicant's name will remain on the site-based waiting lists for any other site for which they have applied. If the waiting list(s) is not open, the applicant must wait to reapply until PHA opens the waiting list(s).
Chapter 8: Income and Adjusted Income				
3.	8.7 Asset Income	HOTMA	<ul style="list-style-type: none"> Revised discussion of 	<ul style="list-style-type: none"> PHA will adjust annually the threshold

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Language
		Income and Assets Final Rule	threshold to exclude income from assets	for excluding income from assets to reflect HUD's annual adjustment based on the Consumer Price Index. (The current threshold for excluding income from assets is \$50,000.)
4.	8.8 Passbook Saving's Rate	PHA	<ul style="list-style-type: none"> Revised policy on calculating asset income 	<ul style="list-style-type: none"> PHA will use the HUD-published passbook rate to calculate asset income. PHA will no longer use the PHA established passbook rate to calculate to determine income from assets.
Chapter 15: Transfer Policy				
5.	15.11 MTW Transfers	FY 2026 MTW Plan	<ul style="list-style-type: none"> Revised discussion of cap on MTW transfers 	<ul style="list-style-type: none"> PHA will set an overall cap of 100 transfers between Public Housing and the HCV program. PHA will no longer limit transfers by program (i.e. 50 vouchers and 50 Public Housing units).

SUMMARY OF HCV ADMINISTRATIVE PLAN CHANGES

Effective 1/1/2025

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
Chapter 1: Overview of the Program and Plan				
1.	1.8 Housing Opportunity through Modernization Act (HOTMA) of 2016	HOTMA Income and Assets Final Rule and HOTMA HCV/PBV Final Rule	<ul style="list-style-type: none"> Added discussion of applicable regulatory changes from HOTMA 	Added overview of HOTMA and the program areas impacted by these regulatory changes, including policies related to income, assets and the HCV program.
Chapter 7: Briefings and Vouchers				
2.	7.1 Briefing	HOTMA HCV/PBV Final Rule	<ul style="list-style-type: none"> Updated discussion of briefings to reference access for LEP families 	Updated discussion to indicate that PHA will comply with the HOTMA HCV/PBV Final Rule and provide LEP families with meaningful access to the voucher briefing.
3.	7.7 Voucher Term	PHA	<ul style="list-style-type: none"> Increased voucher term for participants approved to transfer 	Revised policy for transferring participants to increase voucher term from 90 to 120 days.
4.	7.8 Extension of Voucher Term	PHA	<ul style="list-style-type: none"> Revised discussion of voucher extension 	Set the maximum voucher extension up to 60 days per request of the voucher holder, which is the maximum number of days which a voucher term can be extended.
Chapter 8: Income and Adjusted Income				

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
5.	8.7 Asset Income	PHA	<ul style="list-style-type: none"> Revised policy on calculating asset income 	PHA will use the HUD-published passbook rate to calculate asset income. PHA will no longer use the PHA established passbook rate to calculate to determine income from assets.
Chapter 11: Housing Quality Standards				
6.	Chapter 11	NSPIRE Final Rule	<ul style="list-style-type: none"> Added NSPIRE standards 	Removed references and discussion of Housing Quality Standards (HQS) in Chapter 11 and throughout the Admin Plan and replaced with discussion of its successor standards, the National Standards for Physical Inspection of Real Estate (NSPIRE)
7.	11.8 Types of Inspections (Initial Inspection)	HOTMA HCV/PBV Final Rule	<ul style="list-style-type: none"> Added language to permit PHA to enter HAP if the unit has no life-threatening deficiencies (see also 11.12) 	Initial Inspections PHA conducts initial inspections in response to a request from the family to approve a unit for participation in the HCV program. The unit generally must pass the HQS inspection before the effective date of the HAP Contract.
8.	11.8 Types of Inspection (Pre-inspection)	FY 2026 MTW Plan	<ul style="list-style-type: none"> Added language to permit PHA to conduct pre-inspections 	MTW Policy PHA may conduct pre-inspections, which are initial inspections conducted prior to receiving a Request for Tenancy Approval (RFTA). PHA will only approve the assisted tenancy and execute the HAP contract if the pre-inspection was conducted within 90 days of the anticipated move-in date. Participants will continue to be able to request a special (or complaint) inspection during occupancy as outlined in this chapter. The owner (or participant) must submit a RFTA within 60 days of the pre-inspection. If the RFTA is submitted after this period has elapsed, PHA will conduct another inspection.
9.	11.8 Types of Inspection (Regular Inspection)	FY 2026 MTW Plan	<ul style="list-style-type: none"> Updated language to expand scope of triennial inspection policy 	MTW Policy PHA may inspect select units under HAP contract once every three years to

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
				<p>confirm that the unit continues to meet NSPIRE/HQS. PHA will inspect UBV units owned by PHA or a PHA affiliate on a triennial basis. Additionally, PHA may also apply the triennial inspection policy to other tenant-based and unit-based vouchers, including units that receive an “Excellent” or “Above Average” rating. PHA will determine if additional units will be inspected triennially based on an assessment of the age, property/unit condition, quality of property management and/or other relevant factors for individual units and buildings under a Housing Assistance Payment contract.</p> <p>PHA reserves the right to revert the inspection cycle back to biennial for any unit or building inspected on a triennial basis.</p>
10.	11.12 Initial Inspection	HOTMA HCV/PBV Final Rule	<ul style="list-style-type: none"> Added policy to allow PHA to enter a HAP contract for a unit with only non-life-threatening (NLT) deficiencies 	<p>Only NLT Deficiencies Identified</p> <p>On case-by-case basis for extreme emergency circumstances provided by a voucher participant, PHA may execute a HAP contract for a unit that did not pass inspection, if the unit had only non-life-threatening deficiencies. (PHA will not execute the HAP if the unit has any life-threatening deficiencies, as described later in this section.) After completing the initial inspection, PHA will provide notice to the owner and voucher-holder if this option is available. The notice will include a list of the non-life-threatening deficiencies found during inspection and inform the voucher-holder that if they accept the unit and the owner fails to make repairs, PHA must terminate the HAP contract. The notice will also inform the voucher-holder that they are permitted to decline the unit and be re-issued a voucher to continue their housing search.</p> <p>If the owner fails to complete the</p>

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
				repairs within the required timeframe, PHA will abate HAP payments until PHA has verified that the owner has completed repairs. If the owner fails to correct the deficiencies, PHA will terminate the HAP contract.
11.	11.13 Inspection Frequency	FY 2026 MTW Plan	<ul style="list-style-type: none"> Expanded triennial inspection policy to include units that receive an “Excellent” rating 	MTW Policy – Triennial Inspections PHA will inspect select units at least once in a 36-month period, including PHA or PHA affiliate-owned UBV units as well as tenant-based and UBV units that receive an “Excellent” or “Above Average” rating (see Inspection Unit Rating System for more information on how PHA rates units during inspection.
12.	11.21 Reinspection	PHA	<ul style="list-style-type: none"> Added discussion of reinspection notice and abatement procedures 	The family and owner will be given reasonable notice of the reinspection appointment. If the deficiencies have not been corrected by the time of the reinspection, PHA will send a notice of abatement to the owner, or in the case of family caused violations, a notice of termination to the family. If PHA is unable to gain entry to the unit in order to conduct the scheduled reinspection, PHA will consider the family to have violated its obligation to make the unit available for inspection. This may result in termination of the family’s assistance.
Chapter 23: Special Programs and Allocations				
13.	23.4 Mainstream Vouchers	HUD PIH Notice 2024-30	<ul style="list-style-type: none"> Updated waiting list policy as permitted under PIH Notice 2024-30 Revised preference policy to remove limit 	PHA may establish and maintain a separate waiting list for the Mainstream program. In order to establish a separate waiting list, PHA will review its existing HCV waiting list to identify applicant families who include at least one (1) non-elderly disabled family member. PHA will inform these applicant families and allow them the opportunity to be added to the separate waiting list for the Mainstream program, if the applicant family

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
				<p>includes at least one (1) non-elderly disabled family member. The notice to HCV applications will describe the eligibility criteria for the Mainstream program and inform the applicant that they will not lose their position on the HCV waiting list. PHA will begin to issue vouchers from the Mainstream waiting list at least 60 days after the notice to HCV applicants.</p> <p>PHA's residency preference for the HCV program will not apply to the Mainstream program.</p> <p>PHA will provide a limited preference for 99 vouchers to non-elderly persons with disabilities transitioning out of institutional and other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless who are referred to PHA through Continuum of Care providers and who will certify that the referral meets the qualification for these vouchers.</p>
14.	23.4 Mainstream Vouchers	HUD PIH Notice 2024-30	<ul style="list-style-type: none"> Added voucher term and extension policy as required under PIH Notice 2024-30 	<p>The initial search term for a Mainstream voucher will be 120 days at both voucher issuance and when a family chooses to move with continued assistance. At voucher issuance, PHA will provide a current listing of available accessible units. PHA will notify the family that their voucher is about to expire and provide information on requesting an extension to the voucher term (prior to its expiration at 120-days) and on assistance available for their housing search.</p> <p>PHA will accept verbal or written requests for voucher extensions. PHA will generally approve any request for extension of a Mainstream voucher and will not require that applicants/participants provide documentation to support their reason for requesting an extension. Upon</p>

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
				review of the request, PHA will provide an extension of at least 90 days to the voucher term.
15.	23.6 Veteran's Affairs Supportive Housing (VASH) Program	Revised Implementation of HUD-VASH Notice	<ul style="list-style-type: none"> Revised program eligibility and screening policy as required under the revised implementation notice 	<p><u>Program Eligibility and Screening</u></p> <p>PHA will generally follow the HCV policies outlined in the Admin Plan to determine if a family is eligible to receive assistance through the VASH program, with the following exceptions:</p> <ul style="list-style-type: none"> PHA will NOT deny admission to the HCV program to an otherwise eligible HUD-VASH family that previously participated in PHA's HCV or PH program who has prior debt. PHA will only screen VASH households (includes all family members, not just the veteran) for lifetime sex offender status. The HUD-VASH operating requirements state that, with the exception of screening to determine if any family member is subject to a lifetime registration requirement under a state sex offender registration program, the PHA does not have the authority to screen "potentially eligible households" or deny assistance in accordance with 982.552 or 982.553. A family with income that does not exceed 80% of Area Median Income (AMI), or a "low-income" family, who is otherwise eligible for the VASH program, will be eligible for admission. For the purposes of determining income eligibility, PHA will exclude VA service-connected disability benefits. However, these benefits will be included when calculating the family's income for the purposes of

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
				<p>determining the family share and HAP.</p> <p>PHA will follow the HCV policies outlined the Admin Plan to verify information that is used to establish the household's eligibility and level of assistance with the following exceptions:</p> <ul style="list-style-type: none"> • For members of the VASH household, PHA will accept self-certification of the SSN and at least one (1) of the third-party document such as a bank statement, utility or cell phone bill, or benefit letter that contains the name of the individual. • For the homeless veteran, PHA will accept self-certification and a VA-issued ID, VA-issued document with the veteran's name (such as a benefit letter, Certificate of Release or Discharge from Active Duty (DD 214), or Application for Health Benefits (10-10EZ)). PHA will also accept these documents as proof of age.
16.	23.6 Veteran's Affairs Supportive Housing (VASH) Program	Revised Implementation of HUD-VASH Notice	<ul style="list-style-type: none"> • Add policy to indicate that PHA may establish a minimum rent for VASH at a later date 	<p>PHA will generally follow the policies outlined in the Admin Plan when determining the VASH family's TTP, HAP and family share. However, PHA may charge a minimum rent to VASH families. If PHA opts to implement an alternative minimum rent for VASH, PHA will specify the amount and follow the policy outlined in the Admin Plan for requesting an exemption from the VASH minimum rent.</p>

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
17.	23.6 Veteran's Affairs Supportive Housing (VASH) Program	Revised Implementation of HUD-VASH Notice	<ul style="list-style-type: none"> Added PBV policy related to site selection and eligibility as permitted under the revised implementation notice 	<p>As permitted under the Revised VASH Implementation Notice (FY-6476-N-01), PHA may select one or more PBV projects with units made exclusively available to VASH families on the site of a VA facility without a competitive process.</p> <p>If VASH supportive services are available at the VASH-PBV project, PHA may admit a family whose total tenant payment (TTP) exceeds the gross rent ("zero HAP") if they are otherwise eligible for VASH. Additionally, PHA will not remove from the HAP contract those units occupied by zero HAP families.</p>
18.	23.13 Second Chance Initiative	PHA	<ul style="list-style-type: none"> Removed references to the RISE program 	<p>Updated discussion of the Second Chance Initiative to remove references to the RISE program, as a partnership with this program was not formalized.</p> <p>It is important to note that this change will not impact the number of participants assisted through this initiative.</p>
Chapter 24: Unit Based Program				
19.	24.3 Owner Selection Procedures	24 CFR 983.51	<ul style="list-style-type: none"> Added policy to allow PHA to select a project without a competitive process if the project underwent an eligibility event 	<p>Selection Method 4: In accordance with the regulations at 24 CFR 983.51, PHA may select a project for PBV assistance without a competitive process if the project underwent an eligibility event within five (5) years of the project selection date, in which a family (or families) qualifies for an enhanced voucher and provides informed consent to relinquish its enhanced voucher for PBV assistance. Eligibility events include the maturity of a HUD-insured, HUD-held or Section 202 loan and other circumstances defined in PIH Notice 2019-01 (or its successor notice).</p>
20.	24.15 Site Selection Standards	HOTMA HCV/PBV Final	<ul style="list-style-type: none"> Add exception to environmental review 	<p>In accordance with the regulations at 24 CFR 983.56(a)(2), PHA will not require</p>

No.	Chapter Name Subject Area	Source	Summary of Change	Proposed Admin Plan
		Rule	requirement	an environmental review to be undertaken before entering a HAP for existing housing which has undergone an earlier environmental review pursuant to receiving any form of Federal assistance and was selected in accordance with the site selection standards defined in 24 CFR 983.55 on or after June 6, 2024.
21.	Appendix M: Inspection Unit Rating System	PHA	<ul style="list-style-type: none"> Added new appendix for unit rating system used at inspection 	<ul style="list-style-type: none"> Added overview of unit rating system, including description of each rating category. As described in the Chapter 11, PHA will use the rating system to determine which units may be inspected triennially.

RESOLUTION NO. 12392

RESOLUTION ADOPTING A REVISION TO THE EMPLOYEE HANDBOOK

WHEREAS, the Philadelphia Housing Authority ("PHA") Board of Commissioners last approved and adopted amendments and revisions to the Employee Handbook ("Handbook"), Controlled Policy & Procedure #7, by Board Resolution No. 12312 on October 9, 2023, effective November 1, 2023, with administrative changes also having been made to the Handbook, effective May 1, 2024; and additional changes were approved by the Board of Commissioners on November 21, 2024, by Resolution No. 12382; and

WHEREAS, the Handbook sets forth the policies, practices and operational procedures for employees; and

WHEREAS, upon review of the Handbook, PHA has determined that a revision to the Employee Handbook is appropriate, for certain notification responsibilities regarding the Workplace Violence Prevention Policy, and has reviewed the details of the proposed change with Resident Leadership and provided them to the Board; and

WHEREAS, the revised version of the policy is attached hereto;

BE IT RESOLVED that the PHA Board of Commissioners hereby approves and adopts the revision to the Employee Handbook, as described above and in substantially the form attached to the resolution and distributed to the Board of Commissioners, and authorizes the President & CEO or his authorized designee to promulgate, adopt or approve any administrative or operational procedures or supporting processes needed to implement the policy set forth in the Employee Handbook that do not result in a material change to the provisions of the Employee Handbook, with the effective date of January 2, 2025 for the revision in this resolution and the amendments and changes from Resolution No. 12382, as approved by the Board of Commissioners on November 21, 2024.



I hereby certify that this was
APPROVED BY THE BOARD ON

12/19/2024

ATTORNEY FOR PHA

WORKPLACE VIOLENCE PREVENTION POLICY

PHA is committed to preventing workplace violence and to maintaining a safe work environment. As such, it is the policy of PHA to expressly prohibit any acts or threats of violence by any PHA employee or former employee against any other employee in or about PHA's facilities or elsewhere at any time by or involving employees, former employees, contractors, customers, visitors, residents, or clients. The purpose of the Workplace Violence Prevention Policy is to prevent and minimize the risks associated with workplace violence and to ensure that PHA's employees work in an atmosphere free from such violence.

PHA will not condone any acts or threats of violence against PHA employees, former employees, contractors, customers, visitors, residents, or clients on PHA's premises at any time or while engaged in business with or on behalf of PHA, on or off PHA's premises.

"Workplace Violence" is any act or threat of physical violence, stalking, harassment, intimidation, or other act of aggressive behavior occurring in any location where an employee performs any work-related duties in the course of their employment. It ranges from threats and verbal abuse to physical assaults and include, but is not limited to:

- An attempt or threat, whether written, verbal, or physical, to inflict injury upon a person;
- Any intentional display of force which would give a person reason to fear or expect bodily harm;
- Intentional or wrongful physical contact with a person without their consent that entails some injury; or
- Stalking, harassing, or intimidating a person with the intent of causing fear of material harm to the physical safety and health of a person when arising through or in the course of employment.

In keeping with the spirit and intent of this policy, and to ensure PHA's objectives in this regard are achieved, PHA is committed to the following:

- Providing a safe and healthful work environment;
- Promptly and thoroughly investigating any reports of violations of this Policy;
- Taking prompt remedial action up to and including immediate termination, against any employee who engages in any threatening behavior or acts of violence or who uses any obscene, abusive or threatening language or gestures;
- Taking appropriate action when dealing with former employees, contractors, customers, visitors to PHA facilities, residents, or clients who engage in such behavior;
- When necessary, notifying the police or other law enforcement personnel and prosecuting violators of this policy to the maximum extent of the law;
- Prohibiting employees, former employees, contractors, customers, visitors to PHA facilities, residents, or clients from bringing unauthorized firearms or other weapons onto PHA's premises; and
- Establishing viable security measures to ensure that PHA's facilities are safe and secure to the maximum extent possible and to properly oversee access to PHA's facilities by the public, off-duty employees and former employees.

Any employee who displays a tendency to engage in violent, abusive, or threatening behavior, or who otherwise engages in behavior that PHA, at its sole discretion, deems to violate this policy may be referred by the office of Human Resources ("HR") to an Employee Assistance Program ("EAP") for counseling or other appropriate

treatment. Such employees may also be subject to disciplinary action, up to and including discharge.

Reporting

In furtherance of this policy, every PHA employee has the responsibility to immediately report any violations of this policy involving other employees (including officers in PHA's Office of Public Safety), former employees, contractors, customers, visitors to PHA facilities, residents, or clients. This includes, for example, a threat or act of violence, aggressive behavior, wrongful physical conduct, or a threatening comment or remark. Furthermore, in an abundance of caution, every PHA employee should report any other reasonably suspicious workplace activity that the employee observes or becomes aware of that appear to be problematic.

Employees making a report under this policy can make a report in writing or via email to their supervisors, the Office of Human Resources, PHA's Office of Public Safety, or the PHA Office of Audit and Compliance Complaint Intake Unit via **Telephone** – 215.684.8300, **Fax** – 215.684.1212, **Email** – oac@pha.phila.gov, **Mail** – Office of Audit and Compliance, Intake Unit, 2013 Ridge Ave, Philadelphia, PA 19121, **In person** – 2013 Ridge Ave, Philadelphia, PA 19121; and in case of an emergency, employees should immediately call 911.

Employee reports made pursuant to this policy will be held in confidence to the maximum extent possible. PHA strictly prohibits any form of retaliation against any employee for making a report under this policy. Appropriate disciplinary action will be taken against any employee who retaliates or threatens to retaliate against another individual for making a report under this policy.

RESOLUTION NO. 12393

**RESOLUTION CONFIRMING AND APPROVING
THE COMMITMENT BY THE PHILADELPHIA HOUSING AUTHORITY OF MOVING TO WORK
RESERVES HELD BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") administers a Moving to Work ("MTW") Demonstration Program that is designed to provide the opportunity for selected housing authorities to explore and demonstrate more efficient ways to provide and administer low-income housing, and pursuant to the Philadelphia Housing Authority ("PHA") Board of Commissioners Resolution No. 10618, dated December 21, 2000, PHA submitted to HUD an MTW Application Plan and Agreement; and

WHEREAS, since 2001, when HUD accepted PHA's application for participation in the MTW Demonstration Program and HUD and PHA subsequently executed a MTW Demonstration Agreement ("MTW Agreement"), PHA has continuously participated in the MTW Demonstration Program, with its current agreement extending to 2038; and

WHEREAS, PHA desires to confirm the commitment of funds for the various long-term projects that are set forth in PHA's Board-approved MTW Plans and amendments (including the ones approved at this Board meeting) and its Five-Year Capital Plans; and

WHEREAS, Public and Indian Housing ("PIH") Notice 2024-11, requires MTW agencies to use reporting requirements for planned uses of MTW Housing Choice Voucher ("HCV") reserves in the Voucher Management System ("VMS"); and

WHEREAS, PHA has reported all of these projects in VMS and is taking this additional step of outlining and confirming such projects in a formal Board Resolution; and

WHEREAS, such a confirmation of the commitment of funds will not impact the requirement for PHA to comply with any policy or procedure of PHA regarding expenditures, including the requirements of Controlled Policy and Procedure #10; and

WHEREAS, it is recommended that PHA's Board of Commissioners confirm the commitment of PHA's HUD-held MTW reserve funds for the purposes set forth in Attachment "A" to this resolution, which commitment may only be changed or modified by a separate resolution of the Board, with such authorization only being for a period of five (5) years, unless otherwise modified or extended by a resolution of the Board;

BE IT RESOLVED, that the Board hereby confirms and approves the commitment of funds for various long-term projects, as set forth above and as represented in the Attachment to this resolution, with any change or modification of such commitment requiring a separate resolution by the Board of Commissioners, and the commitment only being authorized for a period of five (5) years, unless otherwise modified or extended by a resolution of the Board.

I hereby certify that this was

APPROVED BY THE BOARD ON

12/19/24

ATTORNEY FOR PHA

Attachment to Resolution Confirming Commitment of HUD-held MTW Reserves

MTW Reserve Commitments

2025 MTW Planned Use	Committed Amount	Funding Source
Fairhill Phase I	\$18,671,530	HUD-Held MTW Reserves - HCV HAP
Fairhill Phase II	\$18,679,987	HUD-Held MTW Reserves - HCV HAP
Fairhill Phase III - Property Acquisition Demolition & Development	\$20,937,820	HUD-Held MTW Reserves - HCV HAP
Westpark Apts. Phase IA Senior	\$23,000,000	HUD-Held MTW Reserves - HCV HAP
PHA Acquisition Program	\$150,000,000	HUD-Held MTW Reserves - HCV HAP
Scattered Site Repositioning	\$55,000,000	MTW Reserves - PH Operating Subsidy
Bartram Phase I & II	\$30,000,000	HUD-Held MTW Reserves - HCV HAP
Westpark Apts. Phase IB Senior	\$23,000,000	HUD-Held MTW Reserves - HCV HAP
Total	\$339,289,337	