

For E-5 - Shiloh Gardens:

Efficiency: \$275.00
One (1) Bedroom: \$300.00

For E-179 and E-201 - Lucas Gardens I & II:

Efficiency: \$260.00
One (1) Bedroom: \$270.00

MOTION: Barbara English VOTE: Unanimous

SECOND: Evelyn Garofolo

Resolution #5-2016

MR-71 (Meadowview Manor) Rent Increase

Resolved: That effective May 1, 2016, as approved by the Connecticut Housing Finance Authority, monthly rents will be based on 33% of tenant's income, up from 32%. The base rents will also be increased by \$10.00 monthly. The new base rents will be:

One (1) Bedroom: \$415.00
Two (2) Bedrooms: \$430.00
Three (3) Bedrooms: \$445.00
Four (4) Bedrooms: \$460.00

MOTION: Barbara English VOTE: Unanimous

SECOND: Evelyn Garofolo

MINUTES OF REGULAR MEETING OF JANUARY 25, 2016

ITEM #4

Motion was made to approve the Minutes of the Regular Meeting of January 25, 2016 as presented.

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Joe Crudo, Jr.

APPROVED BILLS FOR THE MONTH OF JANUARY 2016

ITEM #5

Motion was made to approve the bills for the month of January 2016 as presented.

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Evelyn Garofolo

EXECUTIVE DIRECTOR'S REPORT FOR THE MONTH OF JANUARY

ITEM #6

In addition to the body of the written report, Kevin Nelson reported that the Authority was notified that Hearthstone Apartments, its 100 unit family development, was randomly selected to be part of a nationwide billing study from HUD. The study will consist of a subsidy request audit. The study is intended to measure the amount and sources of error associated with program administrator billings for assistance. A preliminary questionnaire was already completed and submitted by Liz Sulik. There will also be a site visit to the office sometime in April or May.

The Authority has been continuing to meet with the designer of the camera system and has a demonstration scheduled for March. Due to cost, we may not be able to get 100% of what we wanted in the system, but we will be able to cover most of the entrances and have a system that can detect vandalism and other activity. The current cost is nearing \$500,000. We will be in the final design phase after the demonstration. Commissioner Ken Bishop has been present and active in this effort.

Kevin reported that there was a drug bust last Friday at 96 Gregory Circle and the Authority will be pursuing appropriate legal action.

FINANCE DIRECTOR'S REPORT

ITEM #7

Prior to the review of the financial statements, Liz informed the Board of GASB #67 and #68, which is a new reporting requirement for pensions. This makes the Stratford Housing Authority, along with other housing authorities and Police and Fire employees, who are MERF contributors to book that net pension liability on their books. This action will be effective for this past year ending 12/31/2015 for the Stratford Housing Authority. Liz explained that she booked that first year number based on the report, and then was informed by our accountant, BDO, that the whole net pension liability needs to be booked the first year. Liz will go back and book that number on the balance sheet. She reported that the total net pension liability at the moment is \$630,660. That number will be hitting our retained earnings and our savings, and we do not know where it is going in the future. We are still waiting for the next valuation report from MERF for the period ending 2015, which should be out shortly. The Stratford Housing Authority currently contributes 11.38%, but we do not know if MERF will increase that number to minimize the outstanding net pension liability.

Kevin explained that this matter came as a complete surprise to us. An actuary study was done of the State MERS pension and housing authorities now have to show the unfunded liability on their books. As a result, all housing authorities will look financially troubled on paper.

Liz Sulik then explained all the Financial Statements for year ending 12/31/2015 in detail.

E5, 179, 201, Shiloh and Lucas Gardens, our state elderly program, had a loss of \$56,763.44.

MR-71, Meadowview Manor, our state family program, had a net gain of \$82,325.97.

The next statement was for CT 27-1A, 1B, 2, 3, 5, our federal units, and is broken down by AMPs. AMP 100 is our federal family units, known as Hearthstone and Sedgewick (27-1A and 27-5) and AMP 200 are our federal elderly units, known as Elm Terrace, Kennedy and Baldwin (27-1B, 27-2 and 27-3). AMP 100 has a total of 101 units, whereas AMP 200 has 200 units. Both AMPs ended the year with a loss. AMP 100 was \$141,131.50 and AMP 200 was \$146,628.67.

The DSS Program had a net gain of \$23,930.33.

Motion was made to accept the Finance Director's reports for E5, 179, 201; MR-71; CT 27-1A, 1B, 2, 3, 5 and the DSS Program as presented.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Barbara English

HOUSING AUTHORITY ATTORNEY'S REPORT

ITEM #8

Attorney Florek reported that we will move appropriately against the tenant whose apartment was raided last week.

He explained that the Meadowview Manor renovations are nearing an end. He has been contacted by the State and provided with a list of items needed to close out the project. He and Kevin will be meeting tomorrow to go through the checklist and the opinion of counsel letter Attorney Florek must provide.

The Authority has been very aggressive with notices to quit for non-payment of rent and other issues, which is reflected in the legal cost figures in the statements Liz presented, and in Kevin's written report under Tenants Accounts Receivable for Tenants in Possession. Those figures have increased steadily over the past several months because the more aggressive approach we take, the more legal costs such as court entry fees, marshal's fees, etc. are incurred. Over the course of time, those costs will be repaid through repayment agreements with the tenant, unless they are evicted. In those cases, we continue to try and collect from them but our collection percentage on those cases is low because those individuals normally do not have assets we can seize such as wage garnishments, bank accounts, etc.

SEMAP CERTIFICATION

ITEM #9

Kevin Nelson explained that SEMAP is the Section 8 Management Assessment Program and is essentially a self-certification process whereby we submit a report to HUD online. A sampling of our Section 8 files are reviewed by an independent person as part of the program requirements, and the Section 8 staff prepares the certification for submission. If the Board approves the resolution before them, Kevin will submit the certification to HUD via computer. HUD will sometimes randomly choose a housing authority and visit them to be sure the certification they submitted is accurate.

Resolution #6-2016

SEMAP Certification

Resolved: That the Board approves the SEMAP Certification for Fiscal Year 2015 for submission to HUD by the Executive Director. Further, all prior actions of the Executive Director in this regard are hereby approved.

MOTION: Joe Crudo, Jr.

VOTE: Unanimous

SECOND: Ken Bishop

NEW BUSINESS

ITEM #10

There was no new business to report.

ADJOURNMENT

ITEM #11

Motion was made to adjourn.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Barbara English

Adjournment: 1:23 p.m.

Kevin S. Nelson, Secretary