

THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON APRIL 15, 2021

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session in the Administration Building Newport, Rhode Island at 4:00 p.m. on April 15, 2021.

Roll call followed the Pledge of Allegiance and Silent Prayer:

PRESENT: Chairman Charles Laranjo (Zoom)
 Vice Chair Nikki Vazquez (Zoom)
 Commissioner Frank Coleman (Zoom)
 Commissioner Cheryl Abney (Zoom)
 Commissioner Dave Roderick (Zoom)
 Commissioner Tommy Sheehan (Zoom)

ABSENT: Commissioner Vanessa Soares

A motion was made by Vice Chair Vazquez to approve the minutes of the regular monthly meeting held on March 11, 2021. This motion was seconded by Commissioner Coleman, and unanimously carried.

Under communications to this month’s Board meeting, the Secretary presented the following update:

- a) *President Biden’s Nomination of Adrienne Todman, NAHRO CEO, as Deputy Secretary for HUD*
- b) *NAHRO Direct News re: Eviction Moratorium Extension & NAHRO meets with Secretary Fudge*
- c) *2021 Allan R. Andrews Scholarship for Public Housing Residents, Authority Staff & Board Members*
- d) *RI Office of Healthy Aging COVID – 19 Vaccine Update*
- e) *Section 8 Landlord Incentive Bonus flyer*
- f) *Rent Relieve Program flyer*

A motion was made by Vice Chair Vazquez to receive the communications as presented and refer them to the Administration. This motion was seconded by Commissioner Abney, and unanimously carried.

The Chair submitted to the Board the Consent Calendar items which included a) COP Report, b) Asset Management Report, c) Occupancy, Applications, & Section 8 Report d) Resident Services Report, e) Executive Directors Report f) Actual YTD Expenses, g) Operating Reserve Analysis h) Collection Loss Payment i) the Capital Fund Obligated /Expenditure status report.

A motion was made by Commissioner Abney approving the above Report of the Secretary items as presented. This motion was seconded by Vice Chair Vazquez and unanimously carried.

The Chair requested authorization and approval of the monthly bills for February 2021 in the amount of \$782,954.80.

A motion was made by Vice Chair Vazquez to approve all due and just bills presented for payment. This motion was seconded by Commissioner Sheehan and unanimously carried.

The Chair presented to the Commissioners the collection loss write-offs report which reflected \$4,617.00 in write-offs for the month of February 2021. Vice Chair Vazquez asked how this write off is fixed and if the amount can be recouped through the Rent Relief Program to settle to a zero balance? Rhonda Mitchell confirmed that the amount is all rent with some of the amount being for vacate charges and although we can recoup for

security charges, the Moratorium has been extended until June 30th, therefore we can begin the eviction process but cannot go to court and evict. We will confirm the rent relief program next week. Commissioner Sheehan asked if there were extenuating circumstances as to why the rent was not paid for so long? Rhonda stated she was not aware of any extenuating circumstances and anyone who has a loss of income can notify the Authority and have a rent adjustment. We have many bad debts owed at this time.

A motion was made by Commissioner Coleman to approve all collection loss write-offs as presented. This motion was seconded by Commissioner Abney and unanimously carried.

The Chair requested authorization and approval of the payment to TAG Associates for Invoice No. 104 in the amount of \$5,190.00 for the Park Holm Redevelopment Phase III Project.

A motion was made by Commissioner Sheehan to approve payment to TAG Associates for Invoice No. 104 for the Park Holm Redevelopment Project Phase III, this motion was seconded by Commissioner Coleman, and unanimously carried.

The Chair requested authorization and approval of the HACN Park Holm Redevelopment LP 2020 Audited Financials.

A motion was made by Vice Chair Vazquez to approve the 2020 Audited Financials as presented. This motion was seconded by Commissioner Coleman and unanimously carried

The Chair requested authorization and approval of the Fiscal Year End 2022 Annual Budget.

A motion was made by Vice Chair Vazquez to approve the 2022 Annual Budget as presented. This motion was seconded by Commissioner Sheehan and unanimously carried.

The Chair requested authorization and approval of the 2021 Income Limits.

A motion was made by Commissioner Sheehan to approve the 2021 Income Limits as presented. This motion was seconded by Vice Chair Vazquez and unanimously carried.

The Chair requested authorization and approval of the Commercial Space License Agreement. Chair Laranjo informed the Board of the Miantonomi Park Commission meeting being held at 7:00 p.m. this evening where there will be a discussion regarding the Bike Newport Barn in regards to the commercial space. It would be great if some board members could attend the meeting representing the Housing Authority to confirm the intention of the meeting and the Park Commissions involvement with this license agreement.

A motion was made by Vice Chair Vazquez to approve the Commercial Space License Agreement as presented. This motion was seconded by Commissioner Abney and unanimously carried.

Commissioners Reports & Requests:

Vice Chair Vazquez requested the following: In reviewing the 2021 Income Limits I would like us to explore opportunities in marketing to share with the public what we do here in regards to the \$80,000 income, not a clear understanding as to the applicants that we serve and their income. Possibly incorporate the video of the new units. Rhonda will look into possibilities.

Rhonda Mitchell: Showed a video of the new units just completed and confirmed with the Board that she will schedule a walk-thru of the new units for the Board members to see.

A motion was made by Commissioner Sheehan to adjourn the meeting at 4:45 p.m. This motion was seconded by Commissioner Coleman, and unanimously carried.