

MINUTES OF A SPECIAL BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
APRIL 13, 2020

A Special Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held using a remote connection meeting platform- Zoom on Monday, April 13, 2020.

Commissioner Ostuw called the meeting to order at 5:34 p.m.

A. Attendees

Board Members:

Rich Ostuw
Susan Rutz
Sheila Williams-Brown
Susan Rutz
Lester McCoy

Absent:

Courtney Nelthropp

Advisory Board Member:

Adriana Ospina

Also Present:

Vin Tufo
Natalie Coard
Jon Gottlieb
Jackie Figueroa
Jamie Perna
Lisa Reynolds
Sam Feda
Peter Stothart
Ken Montanez
Marcia Bennett

B. Purpose of Meeting

Ms. Coard reported that the purpose of the meeting was to approve the 2020 Agency Plan. She highlighted the Goals and Objectives by each section; Asset Management, Development & Redevelopment, Leased Housing Programs, Supportive & Resident Services, Organizational Administration, Entrepreneurial Activities, and Transformational Activities. The goals have a direct connection to the strategic goals for all of the divisions; Corporate Service Group, Operation Service Group, Rippowam Corporation, and Dovetail. Mr Gottlieb discussed a new section for Rental Assistant Demonstration (RAD) conversions has been added, this section details the conversion of public housing into section 8 project based vouchers. Mr. Stothart provided a breakdown of the capital funding annual statement and the five year plan; he discussed the work to be completed at specific properties. Mr. Coard noted that residents had an opportunity to participate and provide feedback at the Resident Advisor Board (RAB) meeting on 3/11/20 or by email; no feedback was provided or submitted regarding to the plan.

C. Resolution

20-14 Approve the 2020 Housing Agency Plan

- Commissioner Rutz moved, Commissioner Williams-Brown seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the 2020 Housing Agency Plan is hereby approved

This Resolution was passed.

Ayes: Rich Ostuw
Susan Rutz
Lester McCoy
Sheila Williams-Brown

Nays: None

**20-15 Approval of the Capital Fund Program Annual Statement and Five Year Plan
2020 Capital Fund Program CT26P007501-20 Capital Improvement Grant**

- Commissioner Rutz moved, Commissioner Williams-Brown seconded.

Be it resolved that the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the Executive Director is authorized to approve the Annual Statement and Five Year Plan for the FY 2020 Capital Fund Capital Improvement Grant in the amount of \$1,275,178.

This Resolution was passed.

Ayes: Rich Ostuw
Susan Rutz
Lester McCoy
Sheila Williams-Brown

Nays: None

D. Other Business

1. Sensitivity Analysis Model and Forbearance Policy

Mr. Fedra discussed the economic sensitivity analysis that was prepared for all COC properties that have unsubsidized rent; these properties will have the most impact due to COVID-19 as residents that are impacted economically will be unable to pay their rents. The model will assess cash flow on a monthly basis for these properties, Lawnhill Terrace, Oak Park, Lawnhill Terrace I and 2, Summer Place and all Stone Harbor properties. Mr. Fedra noted that there are other variable in the model that will also be considered, a detailed analysis will be provided during the next board meeting.

Ms. Perna discussed the Forbearance Policy that would provide temporary rent and a repayment agreement to residents that are impacted economically by COVID-19. The letter was sent to all residents notifying them to contact their property management staff if they were unable to pay their rent. However, based on the Governor Lamont's latest Executive Order No. 7X we will revise the plan and implement at a later date.

2. Scofield Manor Contingency Plan

Ms. Figueroa provided an overview of the updated business continuity plan for Scofield Manor with the guidance from the Centers for Disease Control (CDC) and The City of Stamford Department of Health; the plan ensures critical care for the residents and the day to day operational function of the facility. Ms. Figueroa discussed several protocols that have been put in place to ensure the highest level of care and safety for all. Ms. Figueroa will provide the cost impact at the next Board Meeting. Ms. Figueroa noted that all employees and residents are now mandated to wear masks.

E. Adjournment

At 6:36 p.m., the meeting was adjourned after a motion duly made by Commissioner Ostuw and seconded by Commissioner Rutz.

Natalie Coard
Executive Director