



Board of Commissioners

Monthly Meeting Agenda

January 18, 2024 – 1:00 PM – 630A Plantation Street
Call in number (657) 220-3242 Access Code: 184-148-855

Note: Proceedings of this meeting are being audio recorded. Please shut off all electronic devices.

1. **PROCEDURES**

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* Approval of the Minutes from December 21, 2023, Regular Meeting

2. **CORRESPONDENCE**

- a. Notifying the Board of the Family Self-Sufficiency (FSS) Program Award through the U.S. Department of Housing and Urban Development.
- b. Notifying the Board of the letter from the Department of Housing and Urban Development for the approval of the 2nd revision of Worcester Housing Authority's Annual Plan for Fiscal Year beginning April 1, 2023.

3. **FINANCE**

- a. Financial Statements through November 30, 2023
- b. Notifying the Board of the approvals of our submitted Rate Reduction Incentive (RRI) 2024 requests for natural gas and electricity.
- c. Notifying the Board with a current year-to-date analysis of Extraordinary Maintenance and Non-Routine expenses.
- d. *Approval Request:* For the Federal & State Accounts Receivable Tenant Write-offs
- e. *Approval Request:* To file the AUDIT and Agreed Upon Procedures (AUP) REPORT for fiscal year ended March 31, 2023

4. **ADMINISTRATION**

- a. Status Report: Admissions
- b. Status Report: Property Management
- c. Status Report: Leased Housing
- d. Status Report: Family & Resident Services
- e. Status Report: Public Safety
- f. Status Report: Human Resources

5. MAINTENANCE, MODERNIZATION, and DEVELOPMENT

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. *Approval Request:* For the submittal of a OneStop Application to the Executive Office of Housing and Livable Communities (EOHLC) for the Lakeside Apartments Redevelopment Project Phase 1- 4% Low Income Housing Tax Credit (LIHTC).
- e. *Approval Request:* For the submittal of a OneStop Application to the Executive Office of Housing and Livable Communities (EOHLC) for the Lakeside Apartments Redevelopment Project Phase 1- 9% Low Income Housing Tax Credit (LIHTC).
- f. *Approval Request:* For the Commitment of HUD Housing Choice Vouchers in relation to the submittal of Massachusetts Housing One-Stop applications for the Lakeside Apartments Phase 1 Redevelopment Project.
- g. *Approval Request:* To award the construction contract for the Elevator Upgrades project at MA 12-13 Webster Square Tower West to the lowest bidder Baskin Builders, Inc.
- h. *Approval Request:* To award the construction contract for the Elevator Upgrades project at MA 12-18 Elm Park Tower to the lowest bidder Baskin Builders, Inc.
- i. *Approval Request:* For Change Order No. 1 to our contract with Vetrano Construction Inc., for the 2023-34 Fire Alarm Closets project at MA 12-18 Elm Park Tower
- j. *Approval Request:* To Award the construction contract for the Fire Suppression Upgrades project at MA 12-18 Elm Park Tower
- k. *Approval Request:* For Change Order No. 5 to our contract with Thielsch Engineering, Inc. for the 2021-05 Boiler Room Improvements project at MA 12-8 Lincoln Park Tower.

6. CHIEF EXECUTIVE OFFICER

- a. Construction Development Progress Report

7. TENANT PARTICIPATION / EMPLOYEE RECOGNITION**8. ADJOURNMENT**