



Board of Commissioners

Monthly Meeting Agenda

December 20, 2018 – 1:00 PM – 40 Belmont Street

1. **PROCEDURES**

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* Minutes of Board Meeting on 11/15/18

2. **CORRESPONDENCE**

- a. Notifying the Board of WHA High Performer Status
- b. Notifying the Board of WHA being chosen for the 2018 Nan McKay Resident Service Award

3. **FINANCE**

- a. Financial Statement for October 2018
- b. *Approval Request:* Tenant Accounts Receivable Write-Offs

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
- g. *Approval Request:* For the WHA to make revisions to its Section 8 Housing Choice Voucher Administrative Plan relative to changes to family unit (voucher) size and changing a Head of Household

5. **MAINTENANCE & MODERNIZATION**

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. Notifying the Board of the completion of the computer lab
- e. Notifying the Board of the removal of the old domestic hot water system and the installation of a new energy efficient domestic hot water system at Pleasant Tower Apartments, 275 Pleasant Street
- f. *Approval Request:* For final payment and close-out of the Architectural/Engineering services to our contract with Garofalo Design Associates relative to the Curtis Hallway Upgrades Phase II Project at Curtis Apartments
- g. *Approval Request:* To accept a FEMA 2017 Fire Prevention and Safety Grant awarded to the City of Worcester and the Worcester Housing Authority for the procurement of the 767 (sets of 4) safety burners
- h. *Approval Request:* For award recommendation relative to contracting for the supply and delivery of doors

- i. *Approval Request:* For final completion and payment to our contract with Homer Contracting, Inc. relative to the siding replacement project at North & Providence Street Apartments
- j. *Approval Request:* For the Capital Fund Five-Year Action Plan 2019 – 2023 (HUD Form 50075.2)

6. EXECUTIVE DIRECTOR

- a. Update regarding Board request relative to VRI
- b. *Approval Request:* To amend the Worcester Housing Authority By-Laws to reflect that Board of Commissioners meet every 3rd Thursday of the month at 1:00PM and no meeting will be held in July
- c. *Approval Request:* For the 2019 WHA Agency Plan submission to HUD

7. TENANT PARTICIPATION / RECOGNITION

8. EXECUTIVE SESSION

- a. Requesting the Board to convene in Executive Session to consider the purchase, exchange, lease or value of real property as this may have a detrimental effect on the negotiating position of the public body. The Board will not reconvene in public session.

9. ADJOURNMENT