



THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN
RAYMOND YAMIN, VICE CHAIRMAN
STANLEY WATKINS, TREASURER
ROSE MORRISON, COMMISSIONER
PAUL ESTEFAN, COMMISSIONER

MARY C. SISTRUNK, EXECUTIVE DIRECTOR

MINUTES

BOARD OF COMMISSIONERS

REGULAR MEETING

SEPTEMBER 21, 2017

COMMISSIONERS PRESENT:

Dom Chieffalo
Raymond Yamin
Paul Estefan
Stan Watkins

STAFF PRESENT:

Jackie Elam
Kathy Quallen
Jennifer DaSilva
Michael Dapolite
Devin Marra
Dionne Carr
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD was held on September 21, 2017 at 5:30 pm, at Wooster Manor 36 W. Wooster Street Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and / or comments. Upon motion by Commissioner Estefan and second by Commissioner Watkins, the meeting was call to order.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES-SEPTEMBER 2017 REGULAR MEETING: The minutes of Sept. 2017 Regular Meeting was unanimously approved upon motion by Commissioner Estefan and verbally second by Commissioner Watkins.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM: Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer

JULY, 2017 FINANCIAL, PHAS & CHECK REGISTER REPORTS: All Reports reviewed by Kathleen Quallen Chief Financial Officer

RESOLUTION 1394 the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to maintain the current Payment Standards for its Housing Choice Voucher Program as established for towns covered in the Fairfield and Litchfield counties as follows, which became effective October 1, 2017. Upon motions by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

	<u>Danbury</u>	<u>Litchfield</u>
Efficiency:	\$1,056	\$ 745
One Bedroom:	\$1,331	\$ 879
Two Bedroom:	\$1,705	\$1,124
Three Bedroom:	\$2,037	\$1,426
Four Bedroom:	\$2,637	\$1,620

Towns of: Danbury, Bethel, Brookfield, New Fairfield, Newtown, Redding, Ridgefield, Sherman

	Current HACD	2018 HUD	2018 HACD Proposed	% of 2018	Difference	% of Difference
	Payment Standards	Final FMR	Payment Standards	Proposed FMR	Current vs. Proposed	Current to Proposed
Efficiency	967	1026	1056	103%	89	8%
One Bedroom	1202	1280	1331	104%	126	10%
Two Bedroom	1500	1609	1705	106%	205	12%
Three Bedroom	1878	2017	2037	101%	159	8%
Four Bedroom	2355	2512	2637	105%	282	11%

Towns of: Bridgewater, New Milford, Roxbury, Washington, Woodbury

	Current HACD	2018 HUD	2018 HACD Proposed	% of 2018	Difference	% of Difference
	Payment Standards	Final FMR	Payment Standards	Proposed FMR	Current vs. Proposed	Current to Proposed
Efficiency	743	697	745	107%	2	1%
One Bedroom	876	854	879	103%	3	1%
Two Bedroom	1116	1092	1124	103%	8	1%
Three Bedroom	1414	1385	1426	103%	12	1%
Four Bedroom	1644	1487	1620	109%	-24	-1%

Housing Authority of the City of Danbury
Housing Choice Voucher
Federal Section 8 Program
2018 Payment Standards

Towns Of:

Danbury, Bethel, Brookfield, New Fairfield, Newtown, Redding, Ridgefield, Sherman

Studio	\$1056
One Bedroom	\$1331
Two Bedroom	\$1705
Three Bedroom	\$2037

Four Bedroom	\$2637
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Towns of:

Bridgewater, New Milford, Roxbury, Washington, Woodbury

Studio	\$745
One Bedroom	\$879
Two Bedroom	\$1124
Three Bedroom	\$1426
Four Bedroom	\$1620

RESOLUTION 1395 the Board of Commissioners for the Housing Authority of City of Danbury authorizes the Executive Director to establish the Shelter Plus Care Program's Payment Standards for the Danbury and Litchfield geographical area at 100% of the FMR effective October 1, 2017. Upon motions by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

Towns of: Danbury, Bethel, Brookfield, New Fairfield, Newtown, Redding, Ridgefield, Sherman

	HUD Proposed 100% FMR	HACD Current 2017	HACD Proposed 2018	Change from Current
Studio	\$1026	\$888	\$1026	\$138
One Bedroom	\$1280	\$1103	\$1280	\$177

Towns of: Bridgewater, New Milford, Roxbury, Washington, Woodbury

	HUD Proposed 100% FMR	HACD Current 2017	HACD Proposed 2018	Change from Current
Studio	\$697	\$695	\$697	\$2
One Bedroom	\$854	\$868	\$854	-\$14

Housing Authority of the City of Danbury
SHELTER PLUS CARE PROGRAMS
2018 Payment Standards

Towns Of:

**Danbury, Bethel, Brookfield, New Fairfield, Newtown,
Redding, Ridgefield, Sherman**

Studio	\$1026
One Bedroom	\$1280

Towns of:

Bridgewater, New Milford, Roxbury, Washington, Woodbury

Studio	\$697
One Bedroom	\$854

RESOLUTION 1396 the Housing Authority of the City of Danbury's Board of Commissioners authorizes the Executive Director to submit the Annual Progress Report to the U.S. Department of Housing & Urban Development for Shelter Plus Care Grant CT0128L1E051507, for the reporting year July 1, 2016 through June 30, 2017. Upon motions by Commissioner Estefan and second by Commissioner Yamin the resolution was unanimously adopted.

RESOLUTION 1397 Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director enter into a Memorandum of Understanding with the Fairfield County Coordinated Access Network (FC CAN) to be part of the collective effort of providers to implement coordinated services for people experiencing homelessness. Upon motions by Commissioner Yamin and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1398 the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to adopt and implement a new Flat Rent structure according to the proposed schedule to become effective October 1, 2017. Upon motions by Commissioner Estefan and second by Commissioner Yamin the resolution was unanimously adopted.

Unit Size	Current Flat Rent	2018 FMR	80% FMR/New Flat Rent*	Difference	% difference
0	\$897	\$1,026	\$821	(\$76)	-8.5%
1	\$1,115	\$1,280	\$1,024	(\$91)	-8.2%
2	\$1,420	\$1,609	\$1,288	(\$132)	-9.3%
3	\$1,780	\$2,017	\$1,614	(\$166)	-9.3%
4	\$2,308	\$2,512	\$2,010	(\$298)	-12.9%

** Flat Rents for Scattered Site units shall be the New Flat Rent amount minus Utility Allowance*

RESOLUTION 1399 the HACD Board of Commissioners accepts the audited financial statements and authorizes the Executive Director to submit the Fiscal Year 2016 Financial Statement to the State of Connecticut and the Department of Housing and Urban Development. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1400 the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to obtain new signature cards for all banking accounts under the ownership and control of the Housing Authority, assigning personnel with the consent and advice of the Board of Commissioners. Upon motion by Commissioner Estefan and second by Commissioner Yamin the resolution was unanimously adopted.

CHAIRMAN'S REPORT- Commissioners & E.D. training conference this month was great and very good information. CFO resigned, Commissioners & the agency wish her the best of luck & thanked her for her time here at the agency.

NEW BUSINESS- Working on Transitional Org Chart, interviewing candidates for the CFO position

ADJOURNMENT- the HACD Meeting was adjourned by 5:55 pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.



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Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the DHA CORP was held on September 21, 2017 at 5:30 pm, at Wooster Manor 36 W. Wooster Street Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and / or comments. Upon motion by Commissioner Estefan and second by Commissioner Yamin, the meeting was call to order.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES-SEPTEMBER 2017 REGULAR MEETING: The minutes of Sept. 2017 Regular Meeting was unanimously approved upon motion by Commissioner Watkins and second by Commissioner Yamin.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM: Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer

JULY, 2017 FINANCIAL: All Reports reviewed by Kathleen Quallen Chief Financial Officer

RESOLUTION 211 the Board of Commissioners for the DHA CORP authorizes the Executive Director to obtain new signature cards for all banking accounts under the ownership and control of the Housing Authority, assigning personnel with the consent and advice of the Board of Commissioners. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

CHAIRMAN'S REPORT- NONE

NEW BUSINESS- NONE

ADJOURNMENT- the DHA CORP Meeting was adjourned by 5:58 pm upon motion by Commissioner Estefan, seconded by Commissioner Yamin.



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PUBLIC COMMENTS: None

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RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:
Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-
Chief Operating Officer

JULY, 2017 FINANCIAL: All Reports reviewed by Kathleen Quallen Chief Financial Officer

RESOLUTION 265 the Board of Commissioners for the HACD CORP authorizes the Executive Director to maintain the current Payment Standards for its Housing Choice Voucher Program as established for towns covered in the Fairfield and Litchfield counties as follows, which became effective October 1, 2017. Upon motions by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

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RESOLUTION 266 the Board of Commissioners for the HACD CORP authorizes the Executive Director to obtain new signature cards for all banking accounts under the ownership and control of the Housing Authority, assigning personnel with the consent and advice of the Board of Commissioners. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

CHAIRMAN'S REPORT- NONE

NEW BUSINESS- NONE

ADJOURNMENT- the HACD CORP Meeting was adjourned by 6:04 pm upon motion by Commissioner Watkins, seconded by Commissioner Yamin.