

Presidents Council Zoom Meeting Minutes

March 28, 2022

CALL TO ORDER

Yasmine Aminou, Central, called the Presidents Council Meeting to order at 10:00 a.m. and took a roll call of hi-rise Representatives present, along with PHA staff members.

SECRETARY'S REPORT

Aado Perandi, PC/RPC Secretary, Wabasha, stated you can always find a copy of the Minutes posted on the PC website. He also asked Representatives to instruct their resident council Secretaries to print a copy of the PC Minutes and post them along with the Minutes from their resident council meetings. Richard Scaglione, Neill, made a Motion to accept last month's Minutes as they stand. Angela Graves, Hamline, seconded and the Motion carried.

GUEST SPEAKER

There was no guest speaker.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal, gave a rundown of income and expenses for February.

For February the cleared balance is eighty-seven thousand, one hundred fifty two dollars and nineteen cents (\$87,152.19). The ending balance is eighty-six thousand, two hundred seventy-two dollars and nineteen cents (\$86,272.19). The report will be filed for audit. Melissa then took questions.

PHA MAINTENANCE REPORT

Brent Feller, Construction Program Manager / Maintenance Contracts, gave an update. Maintenance staff is busy budgeting, planning, and getting out contract and bid documents.

Current projects include: The Front plumbing project will be continuing and the last of the resident units will be finishing up in late April and the project should be finished at the end of May; elevators will be down tomorrow morning at Front so make sure to accommodate; there will be cellular equipment being removed at Wilson this Friday using a crane, and the following week cellular equipment will be worked on which is mounted on the side of the building; the Iowa hot water tank project is moving along and should be finished by the end of April, but there may be some water shutdowns needed to complete the project.

The Maintenance and Projects budget was approved at the last board meeting. There will be budget planning along with determining who will be doing the work and scheduling for all of the approved projects.

PHA MAINTENANCE REPORT (continued)

Mike Silvan, Assistant Maintenance Director, had a few things to say during these winter/spring months.

1. Preventative maintenance inspections are starting up again on Monday at the high rises—plan is to start at the top of the hi-rises and go down.
2. Fire alarm and safety inspections will be starting this week. This month the following hi-rises will be inspected in the following order: Neill, Iowa, Wilson, Edgerton, Valley, Mount Airy and Exchange.
3. Pest control inspections, full building sweeps, will be done this April at Wilson, Seal, Montreal and Cleveland hi-rises.
4. Snow operations are winding down; parking lots will be swept of sand and debris later in spring when the lots dry up a bit.
5. Front entry system issue at some of the high-rises should have been resolved.
6. Neill has some water leakage on the first floor. Maintenance needs to wait for the snow to melt. The plan over the next month or two is to inspect the roof and to repair and seal as appropriate. Then the interior can be fixed.

Maintenance then took questions from the hi-rise representatives.

PHA MANAGEMENT REPORT

Charisse Brown, Assistant Resident Services Senior Manager, reported that the annual housekeeping inspections will be starting up in April. Residents should receive a notice one or two weeks before the inspection.

SAFETY & SECURITY REPORT

Sgt. Amy Boyer, St. Paul Police Department, ACOP Unit, reported that there will be a new Officer in Residence (OIR) at Seal coming on board within the next couple of weeks. Sgt. Amy thanked us for our patience while the department was processing a few troubled residents at some of the hi-rises who have been evicted or are in the process of being evicted.

The non-emergency number is 651-291-1111. Sgt. Amy can be reached at amy.boyer@ci.stpaul.mn.us or at her cell phone 651-703-7141. She then took questions.

OLD BUSINESS

1. 2022 Election. Youa Thao, Resident Council Coordinator reminded the resident councils that the election judge will be at the council's April meeting to explain the election process and to answer questions. After this, at their April meeting there should be a vote for the desired board structure: either a traditional board or a five member board.
2. Vending Machine Contract. Your Thao reminded us that, regarding the vending machine contract, the

following must be done:

- 1) Put "Vending Machine Contract" on the agenda for New Business
- 2) Ask council to vote on either proceeding with renewing the contract with current vendor or exploring new vendors
- 3) Council should motion, second the motion and vote for the desired vendor
- 4) Council's minute report must show your councils motion, second and the vote to select a vendor.

Do not wait until June to vote for a vendor!

NEW BUSINESS

1. 2022 Annual Officer Training. Youa Thao proposed that the officer training should be done in July instead of August because it gives officers more time to ask questions in August and be more prepared for the meeting in September.

Yavone Ward, Ravoux, made a motion to have the resident council officer training in July instead of August. Dennis Loudon, Edgerton, seconded and the Motion carried.

2. 2022 Election Judge Training. Youa Thao reported that election judge training will be on Wednesday, March 20, 2022 at 11:00 am. All election judges must attend this training. Any non election judge resident can also attend the meeting as an observer. There will be no stipend paid for any observers. If interested, please contact Youa Thao to register for the training.
3. QB Peer Application. Youa Thao reported the opening date for QuickBooks Peer Applications was March 24, 2022, and the closing date is April 29, 2022. The QuickBooks Peer role requires some accounting, treasurer or QuickBooks peer experience. For those with no required experience it is recommended that one shadow a QuickBooks peer before applying. Please contact Youa for the job description and application if interested in the QuickBooks Peer position.

BOARD OF COMMISSIONERS REPORT

John Cardoza, Cleveland, Commissioner, reported that commission met last Wednesday. Items passed by the commission include the following:

- 1) Section 8 operating budget
- 2) Rental Assistance Demonstration (RAD) project based rental assistance budget

- 3) Business activities fund
- 4) Central office cost center operating budget
- 5) Maintenance budget (passed last month)
- 6) ACOP budget
- 7) Contract for fiscal year 2023

John mentioned that ACOP and Sgt. Amy Boyer have been partnering with PHA for the last thirty two years. John then took questions.

SECTION 3 UPDATE

Beth Pacunas, Section 3 Projects Coordinator/Youth Literacy, updated us on education and training, etc.

Beth reported that she has been sending out weekly emails to officers about job training and job alerts for residents. If you would like to start or stop these emails please contact Beth. For those residents that are having trouble applying for jobs online, Minnesota Literacy and the Hub Center have digital literacy classes available which can help. Beth wished us all a Happy Spring. She then took questions.

If we have any questions regarding employment, education or training please contact Beth at 651-252-5799.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, Resident Initiatives Director & Human Services Director had to step away. Betsy Christensen said that Alicia would have thanked the people who stepped up to become election judges.

HIP REPORT

Betsy Christensen, *Health Improvement Programs* (HIP) Coordinator, had a few updates. Betsy reported that Juniper has wellness classes available for the general public as reported at last month's meeting. Betsy is working with Juniper to be able to host classes at the hi-rises for those interested. She will let us know when more information is available.

Betsy is working with the Assistant Managers to schedule garden meetings, which are starting this week and happening into April or early May. Look for a poster describing the garden meetings.

Betsy also has a selection of seeds (mostly vegetables, some herbs) available for the hi-rises which grow well in raised-bed gardens.

Betsy thanked the team that put the newsletter together. She enjoyed reading the newsletter and enjoyed the pictures. She then took questions.

CLOSING

Youa Thao, Resident Council Coordinator encouraged us to read the March RPC meeting minute report since it describes what is required by all resident councils to have done by June 30. The requirements include the Memorandum of Understanding (MOU), Election Certificate, Vending Machine Contract, and the passing of the

Second Financial Audit.

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 11:00 a.m.

Submitted by:

Aado Perandi
PC/RPC Secretary

MEETING REMINDERS:

(Meeting through Zoom)

Next Presidents Council Meeting:

Monday, April 25, 10:00 a.m. – Noon.

Executive Committee Meeting: Friday, April 15 @ 11:00 a.m.

Computer Team Meeting: Thursday, April 28 @ 1:00 p.m.