



Housing Authority of the City of Danbury

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DOMENICO CHIEFFALO, CHAIRMAN
RAYMOND YAMIN, COMMISSIONER
STANLEY WATKINS, COMMISSIONER
MARY TEICHOLZ, COMMISSIONER
JAMES ZEH, RESIDENT COMMISSIONER

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE DHA CORP

MARCH 17, 2011

BOARD OF COMMISSIONERS

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Jim Zeh

STAFF PRESENT:

M Carolyn Sistrunk	Elizabeth V. Meurer
Michael Dapolite	Estela Francis
Jacqueline Elam	Jim Sabo
Richard Manville	

ATTENDEES:

Floyd Banks
Rose Morrison

CALL TO ORDER The Regular Meeting of the Board of Commissioners for the DHA CORP was called to order at 6:18 PM at 385 Main Street, Danbury, Connecticut, 06810. Upon motion the meeting was called to order by Commissioner Yamin and seconded by Commissioner Zeh.

PUBLIC COMMENTS – No Public Comments

APPROVAL OF MINUTES – The March, 2011 Revised Regular Meeting Minutes were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT

DEPARTMENT HIGHLIGHTS - Jackie Elam



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AUTHORITY MANAGEMENT REPORT – DHA’s Executive Director reviewed the Operational results for March, 2011.

FINANCIALS - The January, 2011 Operating Statement for DHA was reviewed and accepted.

RESOLUTIONS AND INFORMATIONAL ITEMS

- A. **RESOLUTION 108** authorizes the Executive Director to submit an application for the Resident Self Sufficiency (ROSS) grant in the amount of Four Hundred Fifty Thousand Dollars (\$450,000) to procure the service of a professional grant writer with experience in submitting ROSS and other self-sufficiency grants and to submit upon completion. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

- B. **RESOLUTION 109** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Admissions & Continued Occupancy Policy, specifically as it relates to the Enterprise Income Verification system reporting requirements effective immediately. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

- C. **RESOLUTION 110** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Section 8 Administrative Plan, specifically as it relates to the Enterprise Income Verification system reporting requirements effective immediately. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.

- D. **RESOLUTION 111** authorizes the Executive Director to establish a replacement agreement inter-program between Ives Manor and the Housing Authority of the City of Danbury to reimburse HACD for costs of 2002 purchase of Chiller. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

- E. **RESOLUTION 112** authorizes the Executive Director to write-off Eight Thousand Three Hundred Three Dollars and Ninety One Cents (\$8,303.91) in outstanding tenant account receivables for the period of September 1, 2009 through December 31, 2010. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.

CHAIRMAN'S REPORT – No Report

NEW BUSINESS – No New Business

ADJOURNMENT - The adjournment (6:26 PM) of the Regular Meeting of the Board of Commissioners for the DHA CORP was unanimously approved upon motion by Commissioner Yamin and seconded by Chairman Chieffalo.

