



REGULAR BOARD MEETING

September 25, 2024

6:10 p.m.

AGENDA

1. Approve Minutes of the COC Board Meeting of August 28, 2024
2. Public Comment
3. Board Committee Reports
 - Human Resources
 - Operations
 - Finance
4. Report from Executive Director
5. Strategic Overview from Chief Executive Officer
6. Board Discussion: Planning for the impacts of full RAD/SVC conversion on the entire organization
7. Resolution:
 - 24-33: Increase Payment Standards for the Section 8 Housing Choice Voucher Program to comply with HUD FY2025 Fair Market Rent Calculations
8. Executive Session
 - Legal Matters, Real Estate Items, Personnel Items

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
AUGUST 28, 2024

A regular Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held on the Zoom remote connection meeting platform on Wednesday, August 28, 2024.

Commissioner Ostuw called the meeting to order at 6:02 p.m.

A. Attendees

Present:	Rich Ostuw John Coff Lester McKoy Alexandro Morris Divya Malhotra	Absent:	
Advisory Board:	Ronice Latta Bianca Shinn-Desras	Absent:	Ari Goldstein Jacyn Williams
Present:	Jon Gottlieb Natalie Coard Jackie Figueroa Beth Janney Ed Poole Christine Young		

B. Approval of Minutes

- Approval of minutes of the COC Board Meeting of July 24, 2024

➤ Commissioner Coff moved; Commissioner McKoy seconded.

The minutes were approved.

Ayes:	Rich Ostuw Lester McKoy John Coff Alexandro Morris Divya Malhotra	Nays:	None
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C. Resolution –

24-32: Approve the 2024 SEMAP (Section 8 Management Assessment Program) Certification

➤ Commissioner Coff moved; Commissioner Malhotra seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the 2024 SEMAP (Section 8 Management Assessment Program) Certification is hereby approved for submission to the U.S. Department of Housing and Urban Development (HUD).

The resolution was passed.

Ayes:	Rich Ostuw John Coff Lester McKoy Alexandro Morris Divya Malhotra	Nays:	None
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D. **Adjournment** - At 6:22 p.m., after a motion duly made by Commissioner Coff and seconded by Commissioner Malhotra the Board meeting was adjourned.

Natalie Coard
Executive Director

Agenda

Human Resources Committee Meeting

September 24, 2024

5:00 p.m.

1. Recruitment Update
 - a. New Hire
 - b. Open Positions

2. 2024 Annual Employee Survey Findings
 - a. High Level Survey Results
 - b. Opportunities Identified
 - c. Employees' Comments & Recommendations
 - d. Next Steps

3. Employee Engagement Events/Activities
 - a. New Hire COC Employee Handbook - Policy Training
 - b. Medical, Dental and Vision Proposed Plan Presentation
 - c. Yardi Town Hall Meeting
 - d. Indigenous Peoples' Day Presentation and Q & A (Tribal Head Leader - Golden Hill Paugussett Tribal Nation)
 - e. Bowling Event (Possible Top Workplace Award 2024)
 - f. Food Drive
 - g. Holiday Party

Recruitment Summary

New Hires

July 17, 2024 - September 16, 2024	1
July 17, 2023 - September 16, 2023	2

Terminations

July 17, 2024 - September 16, 2024	1
July 17, 2023 - September 16, 2023	2

2024 YTD

New Hires	4
Terminations	1
Retirement	1

Agenda

Operations Committee Meeting

September 24, 2024

5:30 P.M.

1. Housing Opportunities (211/UniteCT)
2. Domus Back to School Event
3. Housing Choice Voucher Payment Standards
 - a. Resolution to Approve Updated Payment Standard Schedule
4. Capital & Procurement Update
 - a. Post House
 - Parking gates
 - Laundry contract

Agenda

Finance Committee Meeting

September 24, 2024

6:00 p.m.

1. FY 2025 Scofield Manor Budget (Resolution) – Darnel & Natalie
2. Use of Scofield Manor Reserves (Resolution) - Darnel
3. Scofield Manor A/R Write-Off (Resolution) – Tania
4. Audit Update and 2023 ACFR Award – Alexis
5. Yardi Update (Written Report)
6. Other

HOUSING AUTHORITY OF THE CITY OF STAMFORD

D/B/A/ CHARTER OAK COMMUNITIES

22 Clinton Avenue

Stamford, Connecticut 06901

Board Meeting Date: September 25, 2024

Resolution Number: 24-33

Resolution

Subject: Increase Payment Standards for the Section 8 Housing Choice Voucher Program to comply with HUD FY2025 Fair Market Rent Calculations.

Background: Effective October 1, 2024, the Department of Housing and Urban Development (HUD) established updated Fair Market Rents (FMRs), nationwide. Charter Oak Communities (COC) is required to maintain a Payment Standard schedule for the Housing Choice Voucher (HCV) Program based upon current FMRs. The Payment Standard establishes the maximum allowable monthly subsidy under the program, by unit size.

HUD allows Payment Standards to be set at a locally appropriate level between 90% and 110% of the published FMRs without further HUD approval. Since rents in Stamford are generally high, making it difficult for HCV participants to afford units outside of areas that are impacted by poverty, COC has typically established its Payment Standard at 110% of FMRs. The purpose is to increase the range of available units. Since federally appropriated funding is limited, by setting the Payment Standards at 110% we assist relatively fewer families; however, the higher Payment Standard affords families the rental resources to lease quality apartments, in a variety of neighborhoods and to avoid forced displacement to other communities. Since HUD has updated the FMRs, COC must update its Payment Standards accordingly. This year's rates reflect a decrease to most bedroom sizes, while two received a minimal increase.

The following table compares the Payment Standards effective October 2023, the new HUD published FMRs effective October 2024 for fiscal year 2025, and the proposed Payment Standards for October 2024.

Unit Size	Current Payment Standards Effective 10/01/2023	New FMR FY 2025	Proposed Payment Standard Effective 10/1/2024
0	\$1,959	\$1,790	\$1,969
1	\$2,390	\$2,172	\$2,389
2	\$2,890	\$2,610	\$2,871
3	\$3,522	\$3,176	\$3,493
4	\$3,850	\$3,541	\$3,895

Resolution: Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the hereby proposed Housing Choice Voucher Program Payment Standards for new and current participants are hereby adopted effective October 1, 2024.

Jacqueline Figueroa
Staff Member Submitting Report