

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WED. JANUARY 18, 2017 12:00 PM
ADM. BLDG., 875 NEW WILLOW STREET**

The meeting was called to order by Chairman, John Raines, who announced it was to be noted in the Book of Minutes that the required 48 hours notice of this meeting was mailed to the offices of *The Times*, the *Trentonian* and the Clerk of the City of Trenton, as well as, having been posted in the main entrance of the Housing Authority in accordance with the New Jersey Open Public Meetings Law also known as the Sunshine Law.

Chairman Raines asked for the roll call.

ROLL CALL:

PRESENT: William Fitzgerald, Shenette Gray, Gary Gentry, Kim Taylor, and Jessie Tossie, Commissioners; Darlene Weldon-Gordon, Vice Chair; John Raines, Chairman; and W. Oliver Leggett, Secretary/Executive Director

ALSO

PRESENT: Rocky Peterson, Counsel to the Board

Chairman Raines stated that the first item is the adoption of the Agenda and he will accept a motion to adopt the agenda.

Commissioner Fitzgerald moved that the agenda for January 18, 2017 be adopted; the motion was seconded by Commissioner Gray. Chairman Raines asked if there were any questions. There being no questions he asked for roll call and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. William Fitzgerald	1		
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Jessie Tossie	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	7	0	0

Chairman Raines stated he will accept a motion for the approval of the minutes from our regular meeting held on December 14, 2016 and Executive Session held on December 14, 2016.

Chairman Raines stated that he would accept a motion to approve those minutes.

Commissioner Taylor moved that the minutes be approved; the motion was seconded by Commissioner Gentry. Chairman Raines stated it has been moved and properly seconded and asked if there were any questions. There being no questions he asked for roll call and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. William Fitzgerald	1		
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Jessie Tossie	1		
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Com. John Raines	1		
Total	7	0	0

Chairman Raines asked for the report of the secretary.

Director Leggett stated that the only matter he has this short month is to bring to your attention for purposes of the eminent knowledge is the fact that we have had Resident Council Elections at the French Towers and we have a new Resident Council Board that will be certified within the next ten (10) days. Director Leggett stated that there was a good turnout of participants in the building. Director Leggett asked Ms. Brooks what the percentage was and she replied 45 percent. Director Leggett said that we had 45 percent of the residents turnout so it looks like it is going to be a very good active and responsible Board that we can work with at French Towers. We are hoping to move to the Josephson Homes within the next week. The other two buildings did not get sufficient participation to recognize an election so we will try it again.

Chairman Raines asked if there were any questions.

Vice-chair Weldon-Gordon asked if this means the election has already been done at French Towers and they will be sworn in later on which means you already have your four (4) people.

Director Leggett replied yes.

Director Leggett introduced Resolution 17-01 and asked for the approval of the Disbursements for the month of November 2016.

RESOLUTION 17-01 (Attached)

Chairman Raines stated he would accept a motion for approval of Resolution 17-01, Disbursements for the month of November 2016. Commissioner Gray moved; Commissioner Tossie seconded the motion. Chairman Raines stated that the motion was properly moved and seconded and asked if there were any questions.

Vice-chair Weldon-Gordon asked why we are just now doing November and it is January.

Director Leggett asked Chairman Raines if he wanted to speak to that and the Chariman replied you go ahead.

Director Leggett explained that it is always going to be two (2) months behind. We agreed to this so as not to have disbursements coming in a couple days before the board meeting and so we could provide adequate explanation as to why the disbursements were being questioned or not questioned. So it was agreed to by

myself and the Chairman that that is what we would do and that was some months ago. So it has always been this way.

Vice-chair Weldon-Gordon stated that it started here because we haven't done that in the past.

Director Leggett stated no just starting the last 2 or 3 months.

Vice-chair Weldon-Gordon said so you and John discussed this.

Director Leggett said yes that was so we could find a way that we would have enough information and adequate time review and have any documents that might be needed to support any disbursements.

Vice-Chair Weldon-Gordon stated there were twenty-five (25) seniors picked to go to a holiday party. She then asked how we picked the twenty-five (25) that would go.

Director Leggett stated he didn't know we don't pick seniors.

Vice-Chair Weldon-Gordon stated it was on the books for five-hundred dollars (\$500.00).

Director Leggett asked Ms. Brooks to speak to that.

Ms. Brooks, Director of Resident and Community Services asked if she was referring to the Mayor's Holiday Gala.

Vice-Chair Weldon-Gordon said it did not say anything about the Mayor's Holiday Gala. It just says holiday party.

Ms. Brooks stated that we put a sign-up sheet at each of three (3) buildings for about 2 to 3 weeks, the tickets were twenty-five dollars (\$25.00) if I am not mistaken and when we took down these sheets every single person that signed up received a ticket.

Vice-Chair Weldon-Gordon said she was just wondering because it just said holiday party and if we did something for the seniors how would we just come about with twenty-five (25) when there are three (3) senior and disabled buildings.

Chairman Raines asked if there were any questions.

Commissioner Taylor said I want to go back to the question as to why we are so far behind. I just wanted to say that as a person who has worked in finance and I worked for the County of Hunterdon which was twice the size of Mercer County I want to understand the reasoning for making such an agreement with Board knowledge because I don't see the justification in it.

Chairman Raines stated I think we discussed this as a Board. If I am not mistaken we said in regards to the numerous and voluminous inquiries on the disbursements to allow the Administration the time to give us good answers so that we as a Board have good information to be able to cast our vote. We had a couple of challenges over the summer with disbursements not being and we did discuss this around the table. I would have to go through all the minutes but we did discuss it around the table.

Commissioner Taylor said when you say more information, I am not sure what you mean.

Chairman Raines stated more time to query. So when we get our packets in a _____ amount of time and we have the option to....

Commissioner Taylor stated that part I understand that Mr. Leggett has time to get back to us based on his schedule but that has nothing to do with you presenting it to the Board in a timely manner so we can vote on it. One has nothing to do with the other; if we have questions for Mr. Leggett, we present it to Mr. Leggett and when Mr. Leggett gets back to us as he has done in the past for me about things the Board has gone ahead and approved. He got back to it he sent me the information and documentation when he was able to. That still has nothing to do with withholding two (2) or three (3) months of information.

Director Leggett said okay let me explain something from the Chairman's status. One it is not the posture of the Executive Branch to withhold anything. If you prefer as a Board that you would like to have the items in front of you immediately when they are done we will give them to you. The question had become one that I thought during those months that the Board had agreed that because there were a lot of questions being asked at that particular time that we would delay so that way everybody would have a chance to go through those things and see if there were any questions to be asked but it is just as easy for us to do it this way now because we have gotten the method that we can provide the explanation in the documentation better than we did before so that you can at least have a sense of what it is.

Commissioner Taylor stated that it was appreciated and I do appreciate the fact that you do get back to me. I want to ask in this agency do you have cut off dates as far as when you start producing checks or do you just produce checks on an ongoing basis.

Director Leggett stated we do it all the time; we don't have cut-off dates because the demand for what we do is such that we have to run them when needed.

Commissioner Taylor said so you have no cut-off date as far as when it is put in the book. She then asked when this book has to be done.

Director Leggett stated it has to be done in order for you to have it the Friday before.

Commissioner Taylor asked when does it have to be given to you?

Chairman Raines asked if he may interject. I think the question is in the past under previous Administrations we got it on a monthly basis. He then asked Commissioner Gentry if this was correct. Commissioner Gentry stated that was correct. Chairman Raines stated we got it on a monthly basis with the closing be on, for example, in January the closing would have been December 31st. So for this report here the closing was November 30th. If you want to go back, we can go back to the way we had it which then the closing would be December 31st. He then asked Commissioner Taylor if that was sufficient enough.

Vice-chair Weldon-Gordon stated: I think we need to go back to the way we had it; one month at a time.

Chairman Raines said let's poll the Board real fast and asked for a roll call.

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Com. John Raines	1		
Total	7	0	0

Rocky Peterson, Counsel, stated so we are clear, this is for disbursements.

Chairman Raines stated yes that going forward it will be the prior month's disbursements.

Chairman Raines stated we will now move on to Unfinished Business. There are two (2) items I would like to open up to the Board.

Commissioner Taylor asked if we are taking a vote on Disbursements

Chairman Raines apologized; he stated that we have a big agenda and was just trying to get through things. There being no further questions, Chairman Raines asked for roll call for Resolution 17-01, Disbursements for the month of November 2016 and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. William Fitzgerald	1		
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Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Jessie Tossie	1		
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Com. John Raines	1		
Total	7	0	0

Resolution 17-01 passed.

This concluded the report of the secretary.

UNFINISHED BUSINESS

Chairman Raines stated he had two (2) items and he would open it up to the Board if there are any additional items. One is that I would like to have a Resolution directing the Secretary of the Board, the Executive Director to do a movie night in the summer months for our residents and number two (2) it has been a long standing tradition but it has never been formalized. I would like to formalize the book give away with Senator Turner. Chairman Raines then asked if there was any discussion.

Vice-chair Weldon-Gordon asked are you bringing this up because this is something you think we should do for the summer.

Chairman Raines stated he was bringing it up because it was something that you (Weldon-Gordon) had brought up, inquired about, it is a passion of yours. You worked on it before, you talked about it. I was going through my notes this weekend and it came up in my notes and I realized we never addressed this.

Commissioner Taylor stated that the Board did address it and it was left at the juncture that we just needed a resolution to be brought forth so that we could formalize it.

Chairman Raines said okay with all due respect Commissioner Taylor that is what we are doing right now; that is why it is part of unfinished business.

Commissioner Taylor then asked so wouldn't that be that you just have to submit it to the Executive Director and for them to do a resolution.

Chairman Raines stated we never voted on it.

Both Commissioner Taylor and Weldon-Gordon stated yes, we did vote on it.

Chairman Raines said okay then we will have resolutions done along with anything we cover in new business.

Rocky Peterson, Counsel, asked on movie night?

Chairman Raines stated on movie night and the book give away. He then asked if there were any questions on the book give away. That is a very big and long standing community event.

Rocky Peterson, Counsel, asked regarding the book give away are we talking about having a contract with Senator Turners office or are we talking about having a date set.

Chairman Raines stated just having a date set because historically, under this E.D. and other E.D.'s it is just been having a date set. He asked if that is correct?

Director Leggett said it is basically a resolution that says that this is an item that the Board wants to have done and as long as it is not specific as to when it is that is fine.

Chairman Raines said we will have those resolutions.

Commissioner Gentry asked who is responsible for the resolutions; that is where it got hung up at.

Chairman Raines stated he spoke to the Board Attorney about this and he said he would have the resolutions for us.

Chairman Raines stated he had one other thing and you can get back to me later on about this. I haven't gone to the website, but I know we have made some changes and we are continuing to make changes so I just wanted to follow-up on that.

Director Leggett stated we have a lot of work to do with the website. We have had a staff person working on it and we are trying to get it up to date.

Commissioner Gentry asked if the staff person working on the website is that something they are knowledgeable about or is it just something they kind of do.

Director Leggett said that is not the kind of question that the Board should ask. If we find the person is unable to do the work we will find someone else. We did not go out and advertise for a contract to do the website which you could do easily. We just thought that this would work and we could retro fit the website to accommodate what the things are; if it works. We have gotten some preliminary review that I have to take a look at so that I can make sure it is inclusive of what we are trying to do.

Commissioner Gentry then asked when will the website be up to speed?

Director Leggett stated he couldn't tell him that at this point. If you have something you want done by a certain time I will get a contract for you.

Commissioner Gentry stated he just thought that the website should be current especially with the minutes and stuff. Because of the size the organization and the way we are supposed to function, I just feel that the website should be current.

Vice-chair Weldon-Gordon stated she had a question; two (2) things. For a while now we have talked about an organizational chart and we talked about hiring a finance director...where are we with that?

Chairman Raines stated seeing that finance director is personnel we will discuss that in Executive Session. An org chart falls under personnel?

Rocky Peterson, Counsel stated that it (org chart) does not.

Chairman Raines stated that the request had been made, I have been derelict; I have not followed up on it. I will follow up on it and get you an answer.

Director Leggett said we can discuss that, I just want some direction on that. You can have an organizational chart that will reflect where we are now or where we intend to be.

Chairman Raines stated more on where we are now. But I will say for the record that I have been on this Board since January 2014 and I have been asking for an org chart formally and in writing from different ED's so I want that for the record.

Director Leggett stated I received an org chart when I came to work here that corresponds to organization layout that was different than the current layout, that is also different than the one we are trying to develop and that was because of the applications that was one that expands the control that was given to the Deputy Executive Director. It was large but we are trying to create one that reflects what the agency does and the kinds of skill bases that are required to do it and that requires a separation of work. If you want something just to have on paper, I can give you something.

Vice-chair Weldon-Gordon stated she would like something that is on paper.

Director Leggett said sure.

NEW BUSINESS

Chairman Raines stated there has been some discussion and inquiries made by members of the Board. There are three (3) items that will come up that we will do resolutions on. One directing the Executive Director to...there has been a lot of discussion at our last Board meeting regarding re-entry/second chance policy. We had a spirited discussion and I think on December 28th as a Board I sent you all a draft of a policy that another agency uses. I have spoken to three (3) Board members since they all thought it was good. I also discussed it with the

Board attorney and I would like to move forward getting it to the Executive Director and authorizing him to implement that here at the Authority.

Director Leggett asked what was that.

Chairman Raines stated the re-entry policy. We had a spirited discussion last month. I sent a draft of a policy that is used by another government agency.

Director Leggett stated that we have HUD they just had a re-entry training that we just went to. He asked Ms. Brooks what the date was...she replied December 20th.

Commissioner Taylor stated that training was with regards to housing, correct not necessarily hire.

Director Leggett stated correct.

Chairman Raines stated we are talking about a hiring process which was the spirited discussion.

Commissioner Taylor stated that cannot be used in this instance.

Chairman Raines stated what he would like to do is to do a resolution directing the Executive Director to implement a personnel/re-entry policy using that as a basis or where other best practices he can gather.

Director Leggett asked if he had one.

Chairman Raines stated yes, I will email that to you right after this meeting. He then asked if there were any questions.

Commissioner Taylor asked what are you putting forth to the Board as a possible resolution.

Chairman Raines said if possible a resolution directing the Executive Director to implement a re-entry/second chance/personnel policy so we'll be standard. One of the questions I believe you asked at our last meeting was what is the standard, what are we doing, how are we measured. I answered from my own personal experience and business experience what is done from a County perspective and I reached out to the best practices.

Commissioner Taylor stated that she understands. I am just asking for the record for clarity Mr. Chairman. I wasn't challenging the fact that you are putting forth this resolution but I have a question for the attorney. Do we need a resolution to give a task to the Executive Director?

Rocky Peterson, Counsel stated you want a resolution to adopt a policy that is to be implemented but to do the task no.

Commissioner Taylor said then after the policy is formalized then it would come back.

Rocky Peterson, Counsel said yes.

Chairman Raines asked if there were any other questions.

Vice-chair Weldon-Gordon stated she was not clear on what was being asked because she had some issues on...a question for the attorney...is this for security purposes.

Chairman Raines stated it is for security purposes; if I read the minutes correctly and remember correctly from what we discussed at our last meeting, one of the challenges I remember, correct me if I am wrong Commissioner Gentry, Commissioner Gentry wanted to know if there was a viable path if an ex felon getting hired by the Trenton Housing Authority is only going to be a security guard for their career or is there a sustainable career, are background checks being done, is this being done and is that being done. The policy I sent to the entire Board spoke directly to all those factors. So this is not just for security, do you understand. Vice-chair Weldon-Gordon said and if you remember, my question was about security and that they needed to go through SORA. Remember we had that conversation.

Chairman Raines stated he did not really recall off the top of his head but if you said we had it we had it. I glanced over it again last night and if I am not mistaken and I work with a State agency any guaranteed security job you need to have a SORA license after a year. We can put that in the policy. What this resolution does is puts us on the road for an entire policy. I am looking at it from an entire perspective not just certain careers. Of course we are not going to have a policy in place for an embezzler to work in the finance department; that would be derelict in our own duties as a Board but we have to put the tools in place so the ED can do what he needs to do. Does that answer your question?

Vice-chair Weldon-Gordon said a little bit. So we will see what the director comes up with because SORA has to be a part of that.

Director Leggett said whatever the Board comes up with I will follow.

Commissioner Taylor stated she has one question going forward that she needed to ask of the Attorney. As described by CWA contract because all titles I do believe including management especially non-management positions have to fall under CWA. The title of our Security Guards, if the title is actually Security Guard, are they considered law enforcement.

Rocky Peterson, Counsel and Director Leggett both stated no.

Chairman Raines asked if there were any other questions with regards to moving forward on this proposed Resolution. He asked for a roll call on the proposed resolution.

Rocky Peterson, Counsel asked if this on directing the Executive Director to do a Re-entry policy; is that what we are voting on. Just making sure.

Director Leggett asked you are providing the Executive Director with a re-entry policy that you have as a prototype and then

Chairman Raines stated then you tailor it for your agency.

Vice-chair Weldon-Gordon asked if once it is tailored it will come back to us to approve it.

Director Leggett stated right.

Rocky Peterson stated that we need a resolution to do that, (approve the policy) but we don't need a resolution for this.

Chairman Raines stated so we don't need it to do this.

Rocky Peterson said I don't think so.

Chairman Raines stated the second item for new business and I have spoken to the majority of the Board, I have not spoken to all of the Board members about this but I have spoken to the majority of the Board concerning snow removal services. We want to do a resolution directing the Executive Director to put snow removal services out to bid for implementation this winter a.s.a.p. He then asked if there were any questions.

Vice-chair Weldon-Gordon asked should we not have discussed this earlier because we know it snows every year.

Chairman Raines said yes we should have; historically it had always been done but the most important thing is we are discussing it now.

Commissioner Taylor stated she was confused, she thought we already had a contract in place with a vendor.

Chairman Raines stated we did but I think it ended December 31st if I remember correctly; am I correct.

Commissioner Taylor then asked who is presently doing snow removal?

Director Leggett stated we are currently doing snow removal ourselves.

Commissioner Taylor then asked as far as the roads themselves are we bringing someone in to do that because generally they are done with the plow.

Director Leggett stated the roads are generally city roads except those inside our sites and those that are inside our sites are roads we handle ourselves.

Commissioner Taylor asked so how are we...

Director Leggett stated we have trucks with plows.

Commissioner Taylor asked do you feel like that is something we can continue to do?

Director Leggett stated this is not an item I am (unable to hear remainder of comment)

Commissioner Taylor stated she is not asking for too much detail she just wanted to know.

Director Leggett stated the idea is if the Board wants to do a contract for snow removal they can do a contract for snow removal; I have no problem with that. My job, I think, is clearly described in the statute and if you choose to do something that is fine with me. I will certainly do it but in terms of the recommendation I am here to do things as efficiently and effectively and as cost effective as we can.

Chairman Raines asked if there were any other questions.

Commissioner Fitzgerald asked why this came up if he feels as though the agency can handle snow removal why are we going to go out for a contract?

Chairman Raines stated there was some concern with the most recent snow storm and that it wasn't really done as effectively as we could and I think....we have been fortunate we are not going to get hit with another 27 inch snow storm like we were last year that paralyzed the entire city, hopefully, however even though we are in the middle of January I think it is going to be a long winter so we it is rather be safe than sorry. He then asked if there were any other questions.

Director Leggett said there is no other question then the fact that it is noted that the expertise to make that determination does not rest with anyone that I am aware of so those who know the weather, the snow and the capabilities of the Housing Authority should let me know.

Chairman Raines – duly noted.

Director Leggett said because I don't know anyone of this board that knows more about how to pick up snow more than I do.

Chairman Raines stated he will accept a motion for a resolution directing the Executive Director to place snow removal services out to bid a.s.a.p.

Commissioner Fitzgerald moved; the motion was seconded by Commissioner Gentry. Chairman Raines stated it has been moved and properly seconded and asked for roll call and upon roll call the motion carried as follows:

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Com. William Fitzgerald	1		
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Com. John Raines	1		
Total	7	0	0

Chairman Raines stated that the third thing in new business and this was brought to me by the Board and it will be part of a real spirited discussion but it came out of our last meeting also, the vacancy issue, one of the things that was referenced was there was a consumer side issue in regards to having consumers to be able to rent the apartments and that is an issue that can be decided within the agency but having available product which is more of an inventory issue is what the Board has brought to my attention. A resolution directing the Executive Director to place Section 3 Contracting services out to bid and this is in direct reference to our vacancy issue. He then asked if there were any questions; comments.

Commissioner Gentry commented that to me personally I am glad to see this resolution come forward because it does more than one (1) thing. Not only does it help the Authority it is also an opportunity to help small minority businesses in the community which I know from personal history a lot of times small contracts like this come in spots along the way really helps to add meat to the business. Sometimes it is a good piece to carry them from here to here so that they don't sink. Not only does it help the Authority it also helps to build up the local economy and small businesses to help them get stronger legs to move forward. I am really glad to see this resolution.

Chairman Raines asked if there were any other questions. There being no other questions he said to move forward a resolution directing the Executive Director to place Section 3 Contracting services out to bid.

Rocky Peterson, Counsel asked that is for to prepare or modernize apartments for occupancy.

Chairman Raines stated yes, to assist with that effort

Director Leggett asked that the attorney look at that please.

Chairman Raines asked the attorney if we need to vote now so the resolution is moved forward

Rocky Peterson, Counsel, stated there is still a procedural question on how we are going to do that Section 3 piece and getting that done. He stated that he was more worried about the section 3 piece.

Chairman Raines asked again do we need to vote now.

Commissioner Gentry stated that we already have Section 3 in place

Rocky Peterson, Counsel asked is this for all services to the units, plumbing....

Commissioner Gentry said the same thing they did before; they just made the unit ready to rent.

There were several people talking and it was difficult to determine who was saying what.

Director Leggett said he just wants the attorney to review what the State contract laws are.

Commissioner Gentry stated he believes we did that before when we first implemented because it took a while to get Section 3 in here.

Rocky Peterson, Counsel stated he remembers that

Commissioner Gentry said it took a while to get it in here and we covered all the bases then

Director Leggett said there is no debate

Again, several people talking at the same time and it is hard to distinguish who is saying what

Chairman Raines stated he moved it and asked for a second. Commissioner Gentry seconded the motion and he asked for a roll call.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
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Com. John Raines	1		
Total	6	0	1

Chairman Raines asked if there is any new business from any the members.

Vice-chair Weldon Gordon asked Ms. Walker if there has been any more move-ins since December.

Audrey Walker, Manager of Admissions & Occupancy stated 14.

Chairman Raines asked if there is any other new business. There being no further new business he moved onto the Report from the Chair.

REPORT FROM THE CHAIR

Chairman Raines stated we will have an Exec Session on contractual matters after this and my report from the chair was covered under new business.

PUBLIC COMMENT SESSION

Chairman Raines stated that while we do appreciate the public and we look forward to everyone having a chance to give their input, please limit your comments to three minutes which is the standard. Speak clearly, speak slowly and state your name and address for the record. At this time, public comment is open.

Clarence Willets, 490 Hoffman Avenue – I am glad to hear that French Towers has executed the election for resident council. Abbott residents have put together a nominating with the same structure that you have, we have the names here and would like to submit them to the right person. We are under the understanding but we want to make it clear to the Board and to the Housing Authority that in fact HUD does allow for the election to be resident oriented and these petitions of nominations are resident oriented. The next step would be for the Housing Authority to review them and then within the next 30 days have the election. Who do I submit these to?

Chairman Raines told Mr. Willets to submit them to the Board; we will submit them to the Executive Director and he will get them to the proper staff and conduct the election in accordance to the HUD guidelines.

Clarence Willets said that included in this package, the night of the nominations we had Detective Veal from the Trenton Police Department who introduced herself and she verified that she was there

Vice-chair Weldon Gordon asked Mr. Willets if the Abbott building decided to take this on themselves because Ms. Brooks hadn't gotten to you yet.

Clarence Willets said no and explained why. He stated that Ms. Brooks did have contact with Abbott building. The original intent for the residents we were one short. I had declined to run for office which made them one short. In the process the existing sitting President was never recognized by the Board but was recognized by the residents moved out of the building which initiated a full scale election process to begin again. SO we initiated it, we have done our part as far as HUD regulation go. We are at the state where it is now up to the Authority to go over the nominations and get back to the residents. But to answer your question, yes Ms. Brooks did have contact with us.

Vice-chair Weldon said the only reason she was asking the question was if she did reach out to the building, did you not think that it was appropriate to give it to her at that time, how long were you holding onto it.

Clarence Willets said all the information is in that bag. This was a process that was started in November, the sitting President moved out in December at that point the residents were interested in getting a resident council because as of right now there is no resident council in the building.

Vice-chair Weldon Gordon asked if anyone let Ms. Brooks know that, that the gentleman moved out and now we need to start this process over again.

Clarence said the answer is no. He was the sitting president and he didn't get in touch with Ms. Brooks and for the record, no offense to you we are just interested in moving forward. He said we look forward to working with you (Ms. Brooks) in this process.

Chairman Raines asked if there was anyone else for public comments.

Commissioner Gentry stated he meant to ask this earlier. Where are we at with development? The last time I remember was a couple of months ago we talked about having to do with I think it is a land-lease agreement and did we or where are we at with that.

Director Leggett said we did get with Conifer on that. Right now we are discussing our arrangement with Eastern Pacific and as you would note in our last full discussion with the Board on this matter we indicated both the criticality and confidentiality at this stage with further negotiations. We are at stages now where it is up to the developer to do certain kinds of things and those things that they do will change (hard to hear due to background noise)
We have a question with regard to Eastern Pacific, quite frankly and a lot of this we don't put out in the air for discussion. Quite frankly we are moving forward with it.

Commissioner Taylor asked where is the budget for 2017? Is it back from DCA?

Director Leggett said the 2017 budget hasn't even been generated yet.

Dwayne Tucker, Interim Finance Director, Casterline Associates stated it was in draft, we said that we were going to finalize 2016 and present 2017 with a resolution in February or March.

Director Leggett stated that you can expect that in the next month or two.

Commissioner Taylor said alright, but you still haven't received it back from being reviewed by DCA.

Director Leggett said DCA doesn't review it until we approve it.

Commissioner Taylor said so it hasn't even been sent yet. At present we still have enough money in the budget to be charging current year charges against last year.

Dwayne Tucker, Interim Finance Director, Casterline Associates, said anything for a particular year will hit in that year. So anything that happens in 2016 will reflect 2016 numbers and anything in 2017 will reflect the 2017 budget.

Commissioner Taylor asked how they are being charged right now?

Dwayne Tucker, Interim Finance Director, Casterline Associates said they are being charged against 2017.

Commissioner Taylor said that we don't have.

Dwayne Tucker, Interim Finance Director, Casterline Associates said right but we also have the calculation for our operating subsidy for 2017. That is just how HUD works. Basically, we work on promise when we do our funding.

Commissioner Taylor said then we reverse the charges?

Dwayne Tucker, Interim Finance Director, Casterline Associates said we never reverse charges, when things happen it is recorded when it happens. If it happened in December it will be recorded in December; if it happened in January it will be recorded in January.

Commissioner Taylor said but realistically we are working off of 2016 funds.

Dwayne Tucker, Interim Finance Director, Casterline Associates said no we get funds from HUD monthly before we even do calculations for 2017. We just got funding for 2016 in December.

Chairman Raines stated correct me if I am wrong but isn't it based on the Federal fiscal year which is from October 1st through September 30th and with the sequester the last couple of years has had an impact on our funding and them getting back to us in a timely manner.

Commissioner Taylor said to Mr. Tucker that she would like to speak with him afterwards about how it is being charged.

Chairman Raines said he would accept a motion to go into Executive Session.

Commissioner Gentry moved and Commissioner Fitzgerald seconded the motion to go into Executive Session.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. William Fitzgerald	1		
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Jessie Tossie	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	7	0	0

Chairman Raines stated that they will not be returning to the Public session.

Public Session ended at 12:56 p.m.

W. Oliver Leggett
Board of Commissioners

Housing Authority
of the
City of Trenton