

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WED. December 12, 2018 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.

ROLL CALL

PRESENT: Clifton Anderson, William Fitzgerald, Gary Gentry, Shenette Gray, John Raines Commissioners; Kim Taylor, Vice-Chair; Darlene Weldon-Gordon, Chairwoman; and Jelani B. Garrett, Secretary/Executive Director

ABSENT: Rocky Peterson, Attorney

Chairwoman Weldon-Gordon asked for a motion to adopt the agenda. Commissioner Raines moved that the agenda for December 12, 2018 be approved; the motion was seconded by Commissioner Gentry and upon roll call the motion carried as follows:

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

Chairwoman Weldon-Gordon stated the agenda has been adopted.

Chairwoman Weldon-Gordon stated next is the approval of the minutes for the Regular Board Meeting and the Executive Session held on November 20, 2018. Chairwoman Weldon-Gordon asked for a motion to move the minutes. Commissioner Raines moved the motion and Commissioner Fitzgerald seconded the motion and upon roll call the motion carries as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com. William Fitzgerald			1
Com. Gary Gentry		1	
Com. Shenette Gray			1
Com. Kim Taylor	1		
Com. John Raines	1		
Com. Darlene Weldon	1		
Total	4	1	2

Minutes Approved.

Darlene Weldon-Gordon, Chairwoman asked for the Report of the Secretary.

Executive Director Garrett provided an overview of 2018. He stated that in January occupancy was at 90.6% and as of this month we are at 94.7% that is up 4 points; as of this month. We gained 56 units and right now we have 74 vacant units. We anticipate that we will reach our goal of 97% occupancy in the first quarter of 2019. Throughout the year we maintained a high rent collection rate at approximately 98.7%. This year we settled the union contract. If you notice, in our budget we are actually going to break even this year. This is in part due to gaining occupancy, rent collections, and additional funding from HUD on the Capital fund side. Commissioner Taylor asked about the additional Capital funds and Director Garrett stated it was doubled. Regarding a Section 8 Program, our meeting with the City's Administration was very good and turned into a meeting with DCA and the woman who is responsible for that program. In the new year we are going to send a letter to Sheila Oliver, Lieutenant Governor asking for her support in getting a Section 8 Program. Executive Director Garrett provided an update on the RAD Program. He informed them that HUD did approve the initial steps and in the new year we will be evaluating that and bringing the information to the Board to see if in fact we want to proceed. We will be looking into these things in the new year. With respect to Page Homes, we will be coming to the Board in January and February with an overview of everything. He provided more information of where we are with the Page Homes project.

Jelani B. Garrett, Secretary/Executive Director called upon Latrice Leggett, Director of Resolution to introduce Resolution 18-36.

Latrice Leggett, Director of Finance, introduced Resolution 18-36 approving disbursements for the month of November totaling \$405,506.66. Latrice Leggett, Director of Finance, recommended that the Board of Commissioners adopt this Resolution approving the disbursements for the month of November 2018.

Chairwoman Weldon-Gordon stated he would take a motion for Resolution 18-36. Commissioner Raines moved the motion and Commissioner Anderson seconded the motion. Chairwoman Weldon-Gordon asked if there were any questions. Seeing there are on, Chairwoman Weldon-Gordon asked for the roll to be called and upon roll call the motion carries as follows:

RESOLUTION 18-36

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

Resolution Passed.

Jelani B. Garrett, Secretary/Executive Director called on Latrice Leggett, Director of Finance and Contracts to introduce Resolution 18-37. Latrice Leggett stated Resolution 18-37 is for the approval of the Annual Budget for the fiscal year beginning January 1, 2019 and ending December 31, 2019. The budget as introduced reflects Total Revenues of \$17,105,316 and Total Expenses of \$17,105,316. Latrice Leggett recommended that the Board of Commissioners approve the Annual Budget for the fiscal year beginning January 1, 2019 and ending December 31, 2019.

Chairwoman Weldon Gordon stated she would take a motion for Resolution 18-37. Commissioner Raines moved the motion, Commissioner Fitzgerald seconded the motion. Chairwoman Weldon Gordon asked if there were any more questions. There being no questions Chairwoman Weldon-Gordon asked for the roll to be called and upon roll call the motion carried as follows.

RESOLUTION 18-37

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com William Fitzgerald	1		
Com. Gary Gentry	1		
Shenette Gray	1		
Com. Kim Taylor		1	
Com. John Raines	1		
Com. Darlene Weldon-Gordon	1		
Total	6	1	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director called on Chrysti Huff, Redevelopment Manager, to introduce Resolution 18-38. Chrysti Huff introduced Resolution 18-38 authorizing the Executive Director to enact the updated flat rents for public housing units in accordance with the Quality Housing and Work Responsibility Act of 1998. Ms. Huff explained that the U.S. Department of Housing and Urban Development requires that flat rents be adjusted annually in accordance with the Work Responsibility Act and that residents are given a choice of either paying an income-based rent or a flat rent. Ms. Huff recommended that the Board of Commissioners approve Resolution 18-38 authorizing the Executive Director to bring the rent structure current and compliant with HUD regulations.

Chairwoman Weldon Gordon stated she would take a motion for Resolution 18-38. Commissioner Raines moved the motion, Commissioner Fitzgerald seconded the motion. Chairwoman Weldon Gordon asked if there were any questions. There being no more questions, Chairwoman Weldon Gordon called for the roll and upon roll call the motion carried as follows:

	<u>RESOLUTION 18-38</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com. William Fitzgerald	1		
Com. Gary Gentry	1		
Com. Shenette Gray	1		
Com. Kim Taylor	1		
Com. John Raines	1		
Com. Darlene Weldon-Gordon	1		
Total	7	0	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director stated there was a walk-on resolution. Mr. Garrett introduced 18-39 authorizing its Executive Director to add addition funds to two Architectural and Engineering Firms (OCA Architects and Habitech Architects) to provide services for assigned task orders. He provided the Board with the different task that this would covered by the additional funds.The additional funds are available from the Capital Budget of 2018.

Director Garrett asked that the Board approve Resolution 18-39 authorizing the Executive Director to add additional funds in the amount of \$55,000 for projects currently in place.

Commissioner Fitzgerald asked if we have considered solar and stated we could probably include the cost of the roof in the project. The Executive Director stated that we did that here at Donnelly under the EPC Program and we are very heavily leveraged under that EPC Program.

Chairwoman Weldon Gordon stated she would take a motion for Resolution 18-39. Commissioner Raines moved the motion, Commissioner Fitzgerald seconded the motion. Chairwoman Weldon Gordon asked if there were any questions. There being no questions, Chairwoman Weldon Gordon called for the roll and upon roll call the motion carried as follows:

RESOLUTION 18-39

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

This concluded the Report of the Secretary.

NEW BUSINESS

Ms. Brooks, Resident Services provided an update on the different things going on through her department. She invited the Commissioners to the Christmas Party being hosted for the Seniors and the Afterschool Program next Wednesday and Thursday.

REPORT FROM THE CHAIR

No Report from the Chair

PUBLIC COMMENT

There were no public comments.

Chairwoman Weldon asked for a motion to adjourn the meeting. Commissioner Fitzgerald moved the motion, Commissioner Gentry seconded the motion and upon a voice vote all present voted to adjourn the meeting.

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton