

**REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF TRENTON  
HELD WED. FEBRUARY 14, 2018 12:00 PM  
875 New Willow Street, Trenton, NJ 08638**

The meeting was called to order by Vice Chair Darlene Weldon Gordon, 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:** Shenette Gray, Gary Gentry and Kim Taylor, Commissioners; Vice Chair Darlene Weldon Gordon; and Jelani B. Garrett, Secretary/ Executive Director

**ABSENT** Chairman John C. Raines, William Fitzgerald and Jessie Tossie, Commissioners

**ALSO**

**PRESENT:** Rocky Peterson, Legal Counsel, Clifford Godfrey, Deputy Executive Director, Latrice Leggett, Acting Director of Finance, Chrysti Huff, Redevelopment Project Manager, Vance Thompson, Acting Chief of Security, Pamela Brooks, Director of Resident and Community Services, Francine Nalbone, Human Resources and Fateema Kirk, Administrative Assistant.

Vice Chair Weldon-Gordon asked for a motion to adopt the agenda. Commissioner Gray moved the motion to adopt the agenda; Commissioner Gentry seconded the motion and upon roll call the motion carries as follows:

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon Gordon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

Motion passed

Vice Chair Weldon-on stated next is approval of the minutes from our regular meeting held on February 14, 2018. Vice Chair Weldon Gordon asked for a motion to move the minutes. Commissioner Gray moved that the minutes be approved; the motion was seconded by Commissioner Gentry. Vice Chair Weldon-Gordon asked if there were any questions, Commissioner Taylor asked if this motion was for both the regular minutes and the executive session minutes. Vice Chair Weldon-Gordon stated the motion was for both. She then asked for a roll call and upon the roll call the motion carried as follows:

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTAINS</b></u>
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

Motion Passed

### **Report of the Secretary:**

Executive Director Garrett stated there were a couple of things he wanted to point out before we move on to the resolutions. In your packet, there was a vacancy reduction plan for 2018 which gives a status of all our vacant units as of February 1<sup>st</sup> and a plan on how we will address these units. We have implemented several things to address the vacancy turn around. We have a challenge with the number of vacancies because we have also had a number of move outs and evictions. We are moving in the right direction just a little slower than we anticipated. We will be looking at a number of things from month to month that will allow us to project the number to be leased and the number that will be vacated.

Executive Director Garrett stated that with respect to the financial report for December, our deficit was really significant. We were in the area of \$800,000 in the red, but we closed out close to \$200,000 in the red which is going to affect our operating cash however it was done significantly from what it was tracking in the beginning of the year. Later on you will hear from Latrice Leggett on the 2018 budget and we are able to produce a balanced budget.

Commissioner Gray asked about the tenants that were taken to court. She noticed that they owed a lot of money and wanted to know if he talked about how to make sure that doesn't happen again and the reasons why the amounts got to be so high. Mr. Garrett explained that there are a number of reasons and we are looking at all of them. She further explained some of the reasons that this happens and ways we are looking to address them. He also explained that if they are evicted, the balance owed goes to collections.

Executive Director Garrett called upon Latrice Leggett, Director of Finance to introduce the resolutions today.

Latrice Leggett, Director of Finance introduced Resolution 18-03, disbursements for the month of January 2018 in the amount of \$826,570.28 and recommended that the Board approve Resolution 18-03

Vice Chair Weldon Gordon asked for a motion to approve Resolution 18-03, disbursements. Commissioner Gentry moved the motion to approve Resolution 18-03; Commissioner Gray seconded the motion. Vice Chair Weldon-Gordon asked if there were any questions. There being no questions, Vice Chair Weldon-Gordon asked for a roll call. Upon Roll Call the motion carries as follows:

**RESOLUTION 18-03**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon Gordon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

Motion Passed

Latrice Leggett, Director of Finance introduced Resolution 18-04 authorizing the Executive Director to enter into an agreement with Aprio, LLP an independent public accountant, to conduct the annual audit for the year ending December 31, 2017. It is recommended that the Board approve Resolution 18-04 authorizing the Executive Director to enter into an agreement with Aprio, LLP to conduct the audit for the year ending December 31, 2017 in an amount not to exceed \$39,222 .

Vice Chair Weldon Gordon asked for a motion to approve Resolution 18-04, Commissioner Gentry moved the motion; Commissioner Gray seconded the motion. Vice Chair Weldon-Gordon asked if there were any questions; there being no questions she asked for a roll call and upon roll call the motion carries as follows:

**RESOLUTION 18- 04**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

Motion Passed

Latrice Leggett, Director of Finance introduced Resolution 18-05, which authorizes the approval of the Trenton Housing Authority operating budget for the fiscal year beginning January 1 2018 and ending December 31, 2018. The budget is presented to you consolidated by AMP and Central Office. There is also a summary attached which explains our revenue and expenses. It is recommended that the Board of Commissioners approve the operating budget for fiscal year beginning January 1, 2018 and ending December 31, 2018.

Vice Chair Weldon-Gordon asked for a motion to approve Resolution 18-05, Commissioner Gentry moved the motion; Commissioner Weldon-Gordon seconded the motion. Vice Chair Weldon-Gordon asked if there were any questions.

Commissioner Gray asked if this is the budget that we are submitting to the Department of Community Affairs (DCA). Director Garrett explained that this is different than the budget submitted to DCA. This is our operating budget which is a real look at our expenditures and projections on the operating side. This budget doesn't get submitted anywhere.

Vice Chair Weldon-Gordon asked if there were any other questions; there being no further questions she asked for a roll call and upon roll call the motion carries as follows:

**RESOLUTION 18-05**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

Motion Passed

Executive Director Garrett called upon Chrysti Huff, Redevelopment Project Manager to give a report on our redevelopment projects.

Chrysti Huff, Redevelopment Project Manager, updated the Board of Commissioners on our progress with Page Homes and Campbell Homes. She updated the Board on the other rehabilitation projects such as kitchen and bath renovations, closet retrofits at French Towers and hot water tanks at Wilson Homes.

We have been meeting with the City of Trenton as they currently have CBG funds that they are willing to provide us for some of these projects. We are just waiting to see which project, water tanks or kitchen and baths, they are willing to fund. The City has also expressed an interest in providing some Home funds for Page Homes. This will help to fill the small gap that we have.

We have just completed an Apprenticeship program with Local 55. Six people participated in the program; these participants were either THA residents or residents of the City. They will be working with Local 55 on completing some of our vacant units.

Commissioner Gentry asked what size the gap was for Page Homes. Ms. Huff stated the gap is about \$300 plus thousand. He also asked when did we agree to work with Local 55 again. He was informed that a resolution was approved back in September or October. He then asked if we were using the same architect for Campbell Homes. Ms. Huff stated no we are not.

Commissioner Gray asked if we were concerned with getting the gap funded due to the change in the Administration. Ms. Huff explained that we are trying to move quickly with this. As long as we have it committed and allocated to us we will be fine.

Commissioner Gentry asked if we still have contracts to sign at Page Homes. Ms. Huff stated yes.

Executive Director Garrett then called on Ms. Brooks to give an update on Resident Services.

Pam Brooks, Director of Resident and Community Services stated that although the department only has 2 people we are always looking for suggestions on ways to serve our residents. She

informed the Board on some of the things they have done as well as things that have been planned. She stated that they more than welcome any suggestions that they may have.

### **UNFINISHED BUSINESS**

There being no unfinished business; Vice Chair Weldon Gordon asked if there was any new business.

### **NEW BUSINESS**

There being no new business; Vice Chair Weldon Gordon moved on to the Report of the Chair.

### **REPORT OF THE CHAIR**

No report from the Chair.

### **PUBLIC COMMENTS**

The following residents addressed the Board with regards to their concerns.

Nellie Milbourne, 490 Hoffman Avenue, Apt 906 – She stated that she has been going through some things with the Housing Authority; moved out in a few years back and never received her security deposit. She says that she was told it was because she was evicted; however, she paid all her rent, cleaned her unit and turned in her keys. She has recently moved back in to the Abbott building with her husband. She wants to know why she is listed as evicted and why she hasn't got her security deposit back. She has spoken to the manager and continues to be told she was evicted. She would like the director to look into this.

Joyce Mason, 490 Hoffman Avenue, stated that we need new carpet in the TV room and people are breaking into other people's apartments.

Linda Baines, 490 Hoffman Avenue, Apt 603 – she has a service animal and she takes her with her most times but there are those times when she leaves her home. She loves her apartment and thanked them for giving her a roof over her head. She is getting ready to get her cable back on and they have security systems that she would like to get installed. She has heard from people about them breaking into apartments and when she first moved in they would knock on her door. She would make sure that management has the code. She wouldn't give it to everyone because people change job and things. The second thing is the laundry. I know we have laundry room on site but one day I went down there to use the dryer and there were bed bugs in it. I would like to be able to have my own washer and dryer in my unit. I already spoke to the director about this, but I am hoping that if I keep asking he will say yes. Next, she spoke on the residents attending events, she referenced the fire safety. I don't know what it is if they are hurt or feeling some kind of way, but I know management has changed hands and it is 2018 so we need to let the past go. She said communication is the best thing, but you just can't talk you have to listen. Some people have a lot of things going on in their lives and we don't know what someone may be feeling. She said there is a Veterans Affairs office in the City of Trenton. Sometimes people just don't know the right questions to ask. There is a lot of information out

there, but you need to know what to ask. She said each agency may have different information, so you do need a liaison to get all that information together.

Clarence Willets, 490 Hoffman Avenue, stated that if you want to get us out feed us. He would like to see our Commissioner Ms. Weldon; Pam and the Resident Council Presidents work together so that we can help to put the word out. He stated that they got confused with the last coffee and conversation. I assumed it was a meeting for all residents and I assumed wrong but that is what I am talking about when I say we need to all be on the same page.

Executive Director Garrett said this is a personal effort outside of Resident Council. This is our attempt to touch individual families. We sent letters and called those individuals that we invited.

Clarence Willets said there was a letter they received regarding some concerns they have and would like addressed. 1) what is the process to apply for the resident commissioner spot on the Board.

Executive Director Garrett you have to go to City Council for that since they are the appointing authority.

Clarence Willets asked that they put that in writing. He then said they still have a question with regards to handicapped accessibility to the van. Is there something in the budget to have that done for the seniors with disabilities.

Executive Director Garrett said that we haven't looked at our Capital Fund Budget yet but that is something that the Resident Advisory Board should bring up at that time.

Clarence Willets asked how much is budgeted for senior/disabled services. Also, I discussed with you earlier about the filters that need to be changed in the building.

Vice Chair Weldon-Gordon asked for a motion to adjourn this meeting. Commissioner Gentry moved that the meeting be adjourned; Commissioner Gray seconded the motion and upon a voice vote the motion carried as follows:

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTAINS</b></u>
Com. Shenette Gray	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon Gordon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

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Jelani B. Garrett  
Board of Commissioners  
Housing Authority  
of the  
City of Trenton