

**REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF TRENTON  
HELD WEDNESDAY, April 10, 2019 12:00 PM  
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

The meeting was called to order by Chairwoman, Darlene Weldon, 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, Gary Gentry, Shenette Gray, Commissioners; Darlene Weldon-Gordon, Chairwoman; and Jelani B. Garrett, Secretary/Executive Director

**LATE:** Kim Taylor, Vice Chairperson

**ABSENT:** John C. Raines, Commissioner

**Also Present:** Grant Wright, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Petrona Jerome and Andrew Nwadike, Asset Managers; Latrice Leggett, Finance Director; Audrey Walker, Manager of Admissions & Occupancy; Pamela Brooks, Manager of Resident Services; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Darren “Freedom” Green, Security Manager, Francine Nalbone, Human Resources Specialist and Fateema Kirk, Administrative Assistant

Chairwoman Weldon asked for a motion to adopt the agenda. Commissioner Fitzgerald moved that the agenda for April 10 , 2019 be approved; the motion was seconded by Commissioner Anderson and upon roll call the motion carried as follows:

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>5</b>	<b>0</b>	<b>0</b>

Chairwoman Weldon stated the agenda has been adopted.

Chairwoman Weldon stated next is the approval of the minutes from the Regular Meeting and the Executive Session held on March 13, 2019. Chairwoman Weldon asked for a motion to move the minutes. Commissioner Gray moved the motion and Commissioner Gentry seconded the motion and upon roll call the motion carries as follows:

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTAINS</b></u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald			1
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>4</b>	<b>0</b>	<b>1</b>

Minutes Approved.

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

Jelani B. Garrett, Secretary/Executive Director informed the Board that he gave a presentation before City Council on April 2, 2019. In attendance was Chairwoman Weldon, Commissioners Gentry and Anderson. In terms of staff, Clifford Godfrey, Chrysti Huff and Darren Green also attended. Director Garrett stated that in his opinion he thought it was well received. He gave them information, the book in front of you is what we actually provided to them. It is the Executive Summary of our business and operating plan and the portfolio.

Commissioner Gentry stated that the presentation was very good and very strong; the sad part was he doesn't think that Council understood it. You don't just walk into a presentation that deep and understand how the Housing Authority works without keeping up with it. So, they were really kind of lost. For those of us that understood it, it was a very strong presentation. Director Garrett stated that he received positive feed-back from the Administration.

Additionally, we had our first partners meeting for our Choice Neighborhood Planning Grant Initiative which is on the agenda today. The meeting was very well attended. Stakeholders were the Superintendent of Schools, President of Mercer County Community College, a representative from the Mayor's office, the County office, the Smith Foundation as well as many churches and community organizations. It was well received. We are following up on that as we need to get partner letters, commitment letters. I actually have a meeting with the Mayor and his Chief of Staff next Thursday here in the café and sit with me for an hour. Not only that, we are looking for them to be co-applicants on this particular endeavor and to pony up some money and I think we have got some feedback on that. I think that from the first meeting we had with this Administration our relationship has grown leaps and bounds in terms of them understanding what we are doing here at the Housing Authority who we are and our capabilities and it seems like they are much more responsive to us. So, as I said we are looking for them to be co-applicants as well as pony up some dollars as well. We are also looking to them regarding their CBDG and Home funds in connection with some of our other projects. Lastly, before we move on to the resolutions, I would like to call on Ms. Brooks to give an update on her programs for the spring and summer.

Pamela Brooks, Resident Services Manager, stated that her department is very busy right now with spring and summer coming. Registration for our Co-ed Flag football is scheduled for April 24, 2019 and we will begin registering children ages 8 through 13. Flag Football will be played on the out outdoor field. Mercer County Community College will be hosting a Conference for high school males ages 17-18. A flyer was sent out to all males in that age group and we will provide transportation to any resident interested in attending. Additionally, we will be hosting a Health and Informational Fair at the Senior Buildings on May 8<sup>th</sup>, May 15<sup>th</sup>, and May 22<sup>nd</sup> from 12 to 1. We have over 10 agencies who have signed up to attend. On May 2<sup>nd</sup>, we will be taking 15 of our After-school Program attendees to the Mercer County Horse Stables. This is a paid program however we have been awarded 15 slots and no charge. Ms. Brooks talked about the Juvenile and Adult Reentry program (JAARC) which is a mentorship program being held the 1<sup>st</sup> Saturday of each month. In addition, there will also be a women's program on Monday evenings. KAPPA Botics continues to be held at Wilson Homes, we are working on a Coding Game Design through John Harmon, Isles will be hosting a Homeownership program on May 4<sup>th</sup> from 10 to 4. We are also working with Taylor Express Care Pharmacy on their delivery program.

Commissioner Taylor informed Ms. Brooks that CVS Pharmacy also delivers now as well. Chairwoman Weldon stated she believes Children's Future has a van that comes out to do blood pressure checks, etc so maybe we can reach out to them to see if they are interested in attending the Health Fair.

Jelani B. Garrett, Secretary/Executive Director called upon Latrice Leggett, Finance Director to introduce Resolution 19-13.

Latrice Leggett, Director of Finance, introduced Resolution 19-13 approving disbursements for the month of March totaling \$759,267.12. (General Fund \$642,681.12 and Capital Fund \$116,586.00). Latrice Leggett, Director of Finance, recommended that the Board of Commissioners adopt this Resolution approving the disbursements for the month March 2019.

Chairwoman Weldon stated she would take a motion for Resolution 19-13. Commissioner Gray moved the motion and Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Commissioner Taylor asked about check number 6456 payable to Jelani Garrett for vehicle repairs. She wanted to know for which vehicle. Mr. Garrett explained that it was for the 218 Ford Explorer that he drives. He stated he took it to the dealership for service. Chairwoman Weldon asked if there were any other questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carries as follows:

#### **RESOLUTION 19-13**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Kim Taylor	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>

Resolution Passed.

Jelani B. Garrett, Executive Director, introduced Resolution 19-14 authorizing the Executive Director to execute an Agreement with Szaferman, Lakind, Blumstein & Blader, P.C. to provide Tenancy and Occupancy services for an amount not to exceed \$95,000. Director Garrett stated Szaferman & Lakind have been providing these services for a number of years now and there is no increase in the cost from the previous year. Chairwoman Weldon asked for a motion to move Resolution 19-14. Commissioner Fitzgerald moved the motion and Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Seeing there were none, Chairwoman Weldon then asked for the roll to be called and upon roll call the motion carries as follows:

**RESOLUTION 19-14**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Kim Taylor	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director called upon Ken Martin to introduce Resolution 19-15.

Ken Martin, Manager of Procurement and Contracts introduced Resolution 19-15 authorizing the Executive Director to execute a contract with J&E Contracting to modernize 6 living units, 4 at Wilson Homes and 2 at Donnelly Homes, in an amount not to exceed \$155,000 Chairwoman Weldon asked for a motion to move Resolution 19-15. Commissioner Gray moved the motion and the Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Commissioner Taylor stated she had a question, not specific to this resolution. She noticed in the report that there were 3 RFPs that went out for Lawn Care services and wanted to know if this was included in the ones approved last month. Director Garrett stated that we did not approve any contracts for lawn care last month. She asked when the current contract runs out. Director Garrett stated we currently don't have a contract for lawn care services. THA staff currently does the landscaping however, they also are responsible for cleaning the stairwells in the buildings, vacant unit clean outs. He explained that we are trying to give these guys an opportunity to learn different skills so they can advance. We currently have a couple of guys working with the maintenance men, we have one who is working specifically with the floor guy learning how to lay floors. Chairwoman Weldon asked if there were any other questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

**RESOLUTION 19-15**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Kim Taylor	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director called upon Chrysti Huff, Redevelopment Manager, to introduce Resolution 19-16.

Chrysti Huff, Redevelopment Manager, introduced Resolution 19-16 authorizing the Executive Director to enter into an Agreement with WRT Planning & Design to be the Planning Coordinator for the HUD Choice Neighborhood Planning Grant Program. Chrysti Huff stated that THA is pursuing a HUD Choice neighborhoods Planning Grant (CNI) and as part of the application process it is recommended that a planning coordinator is identified to increase the chance of an award. Chrysti Huff stated that WRT has extensive knowledge and experience with the CNI grant programs. Chairwoman Weldon asked for a motion to move Resolution 19-16. Commissioner Fitzgerald moved the motion and Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Commissioner Taylor had a few questions. One being the breaking out of Frazier 1 and Frazier 2. Is there a reason for that other than just a name change. She also asked what the acronym CHAP stood for and asked where we were with the building permits for Page homes. All questions were answered to her satisfaction. Chairwoman also had a Chairwoman Weldon then asked about the education piece and Ms. Huff explained what that was. Chairwoman Weldon then asked for the roll to be called and upon roll call the motion carried as follows:

**RESOLUTION 19-16**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Kim Taylor	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>

Resolution passed.

This concluded the Report of the Secretary.

### **NEW BUSINESS**

There was no new business discussed.

### **REPORT FROM THE CHAIR**

Chairwoman Weldon reminded the Board that the May Board Meeting was being moved to May 15, 2019 from 6:00 to 8:00 p.m. due to the NJNAHRO Conference being held May 6<sup>th</sup> to May 8<sup>th</sup>. She stated that we continue to hold Bingo on Friday nights for the seniors. She is hosting a Fish Fry for the Seniors on Saturday, April 20, 2019 from 12 noon to 2:00 p.m. There will be games, a DJ and pictures. She invited the Board members to stop by and stated she could use help for the event.

### **PUBLIC COMMENT**

There was no public audience in attendance at this meeting.

Chairwoman Weldon stated that the Board will be going into Executive Session and will not be returning to the public session. She called for a voice vote and all in attendance voted as follows:

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Kim Taylor	1		
Commissioner Darlene Weldon	1		
<b>Total</b>	<b>6</b>	<b>0</b>	<b>0</b>

Public Session was adjourned at 12:25 p.m.

---

Jelani B. Garrett.

Board of Commissioners  
Housing Authority  
of the  
City of Trenton