

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, FEBRAURY 12, 2020 12:00 PM
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

The meeting was called to order by Chairman, Clifton Anderson, 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, Lee Ingram, John C. Raines, Clifton Anderson, Commissioners; and Jelani B. Garrett, Secretary/Executive Director

LATE:

ABSENT: Nikesia Dotts, Gary Gentry and Kim Taylor, Commissioners

Also Present: Grant Wright, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Petrona Jerome, Asset Manager; Andrew Nwadike, Asset Manager, Audrey Walker, Manager of Admissions and Occupancy; Pamela Brooks, Manager of Resident Services; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Darren "Freedom" Green, Community Liaison; Francine Nalbone, Human Resources Specialist, Fateema Kirk, Administrative Assistant and Kathy McBride, City Council President.

Chairman Anderson asked for a motion to adopt the agenda. Commissioner Raines moved the motion to adopt the agenda for February 12, 2020; the motion was seconded by Commissioner Ingram and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Chairman Anderson stated next is the approval of the minutes for the Regular Meeting held on February 12, 2020. Chairman Anderson then asked for a motion to move the minutes. Commissioner Raines moved the motion for approval of the minutes; Commissioner Gray seconded the motion.

Chairman Anderson asked if there were any questions, seeing there were none he asked for the roll to be called and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Minutes Approved.

Chairman Anderson then asked for the report of the Secretary.

Jelani B. Garrett, Executive Director/Secretary asked that we go into Executive Session prior to introducing the Resolutions.

Chairman Anderson asked for a motion to go into Executive Session.

Commissioner Raines moved the motion to go into Executive Session the motion was seconded by Commissioner Gray and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Commissioners returned from Executive Session.

Chairman Raines asked for a motion to close Executive Session the motion was seconded by Commissioner Gray and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Jelani B. Garrett, Executive Director/Secretary then called upon Clifford Godfrey, Deputy Executive Director to swear in the members of the new Tenant Associations. Mr. Godfrey asked the members of Josephson Homes to come forward. He asked the members to repeat the Oath after him. Following Josephson Homes, he called the members of French Towers to come forward and he asked those members to repeat the Oath after him. Following are the members who were sworn into office.

French Towers Resident Council

Samuel Jennings, President
Kenny Hill, Vice President
June Cole, Secretary
Elizabeth Marinnie, Treasurer
Ellen Lee Blackwell, Sergeant-at-Arms

Josephson Homes Resident Council

Theresa McClean, President
James Coleman, Vice President
Jacqueline Crawford, Secretary
John Jones, Treasurer
Anthony Jenkins, Sergeant-at-Arms

Jelani B. Garrett, Executive Director/Secretary called upon Chrysti Huff, Redevelopment Project Manager to give a report on THAs Redevelopment Projects. Chrysti stated that Page Homes will consists of 11 new buildings (including the community center). The footings and concrete slab foundations for buildings 1,2,4 and 11 have been completed and they have started the footings and foundations for buildings 3 and 10. She an update on the Section 3 contract amounts to date. She further stated that all new hires have been local Section 3 employees. Three of the four new hires graduated from the Local 55 Pre-apprenticeship Residential Construction Training program sponsored by THA. Currently, we are in search of a new name for the new development, the following names have been suggested Cromwell Landing or Cromwell Crossing. She gave a brief overview of where those suggestions came from.

Additionally, THA launched their first official event under the Choice Neighborhood Planning Grant. The event was held on Saturday, February 8, 2020. Seventy Donnelly Homes residents completed the survey and received a tablet. There was a lot of participation from various organizations such as Mercer County one stop, Capital Health, Deltas, Isles, and the City of Trenton to name a few. The Housing Authority will be hosting another event and/or online survey in order to obtain the additional 130 surveys needed.

Jelani B. Garrett, Executive Director/Secretary called upon Pamela Brooks, Resident Services Manager to give a report on Resident and Community Services. Ms. Brooks stated that in addition to what Chrysti mentioned about the successful Choice Neighborhood event, they also held a Black History Month Program which was successful as well. Over thirty of our senior residents from French Towers, Abbott Apartments, and Josephson Homes attended Anthony Verrelli’s Annual Senior’s Valentine’s Day dinner dance on February 9th, 2020.

Ms. Brooks mentioned that the Family Self Sufficiency (FSS) Program Action Plan is due to HUD by February 28, 2020. The plan is currently in the process of being written and a Family Self Sufficiency Coordinator will be hired to execute the FSS Program.

Jelani B. Garrett, Executive Director/Secretary, called upon Clifford Godfrey, Deputy Executive Director to speak on the electrical emergency at Donnelly Homes. Mr. Godfrey explained that in April of last year, buildings 7 and 8 experienced a complete power outage. As a result, Trenton Housing Authority had to secure a contractor and purchase necessary materials to mitigate the issues. Since this was a life and safety situation, we had to move on it. NJSA 40A:11-6 provides that a purchase or agreement may be made, not to exceed \$300,000 with Lucent Energy Management.

Jelani B. Garrett, Executive Director/Secretary called upon Latrice Leggett, Finance Director to present Resolutions 20-03 and 20-04.

Latrice Leggett, Finance Director, introduced Resolution 20-03 authorizing the approval of disbursements in the amount of \$1,383,659 for January 2020.

Chairman Anderson stated he would take a motion for Resolution 20-03. Commissioner Raines moved the motion and Commissioner Ingram seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 20-03</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Anderson	1		
Total	4	0	0

Resolution Passed.

Latrice Leggett, Finance Director, introduced Resolution 20-04 authorizing the introduction of Trenton Housing Authority's DCA state budget for the fiscal year beginning January 1, 2020 and ending December 31, 2020 in the amount of \$17,107,427 for the Operating fund and \$1.4 million for the Capital funds. She recommended that the Board approve Resolution 20-04.

Chairman Anderson stated he would take a motion for Resolution 20-04. Commissioner Gray moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 20-04</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Anderson	1		
Total	4	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director/Secretary, called upon Ken Martin to present Resolutions 20-05 and 20-06.

Ken Martin, Manager of Procurement and Contracts, introduced Resolution 20-05 authorizing the Executive Director to reject bid submissions on (2) occasions per NJSA. 40A:11-5 (3) (B) and Resolution 20-06 to execute a contract authorizing a contract with MBT for the ground floor upgrades at Abbott, French & Josephson in the amount of \$425,000.

Chairman Anderson stated he would take a motion for Resolution 20-05. Commissioner Ingram moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 20-05</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Resolution Passed.

Chairman Anderson stated he would take a motion for Resolution 20-06. Commissioner Ingram moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 20-06</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Resolution passed.

Jelani B. Garrett, Executive Director introduced Resolution 20-07 authorizing the Housing Authority of the city of Trenton (THA) to appoint Kenneth Martin, Manager of Procurement and Contracts, as the public agency compliance officer (P.A.C.O.).

Chairman Anderson stated he would take a motion for Resolution 20-07. Commissioner Ingram moved the motion and Commissioner Raines seconded the motion for Resolution 20-07. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 20-07

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Anderson	1		
Total	4	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director introduced Resolution 20-08 authorizing the Executive Director to execute a four (4) year contract between the Trenton Housing Authority and the Communication Workers of America.

Chairman Anderson stated he would take a motion for Resolution 20-08. Commissioner Raines moved the motion and Commissioner Ingram seconded the motion for Resolution 20-08. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 20-08

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director/Secretary stated that this concludes his report.

Commissioner Raines stated he would like to make a comment on record. He congratulated Jelani B. Garrett and stated that he has sat on the Board for six years and this is the quickest he has seen the change and progress throughout the Housing Authority.

NEW BUSINESS

Chairman Anderson stated that the Trenton City Housing and Redevelopment Corporation has a vacant seat due to former Commissioner William Fitzgerald's resignation from the Board. The Trenton Housing Authority's Board of Commissioners is required to appoint a Commissioner to fill the seat for the term which began January 2020 through January 2023. Chairman Anderson required a motion to nominate a Commissioner to fill the seat. Grant Wright, Legal Counsel stated that we cannot take that vote today because the law states we need two thirds of Commissioners present for the vote.

REPORT FROM THE CHAIR

There was nothing from the Chair this month.

PUBLIC COMMENT

Ms. Susan Pickett, resident of Josephson Homes, stated that she appreciated everything Trenton Housing Authority and the Board of Commissioners have done for the residents of Josephson Homes and the other senior buildings. She stated that she learned a lot and thanked everyone for putting up with her.

Kathy McBride, Council President, stated that she had two questions based on what she heard today. First, she stated she needed some clarity on the Section 3 piece over at Page Homes. She stated she needs to make sure that those numbers are in compliance with the Section 3 piece over there for the Trenton residents. Second, she wanted to know about the vacant seat on the Board. She stated that she was unaware that there was a vacant seat because she thought that Commissioner Lee Ingram was finishing out Mr. Fitzgerald's term. Mr. Grant Wright, legal counsel, stated that the vacant seat was not on this Board it is on a separate entity for one of the other project developments. Ms. McBride also stated that City Council was hosting a Black History month event at City Hall on February 28th beginning at 6:00 p.m. and wanted to invite all of seniors to attend. The Recreation Department is providing transportation in some areas. She stated that she has heard from the residents at Abbott and Josephson but has not heard from anyone at French Towers.

Audrey Walker, Admissions and Occupancy Manager, stated that she has been here for 37 years and has been through 6 different Directors. She has seen a lot but hasn't seen a lot happen for the residents until Mr. Parks. Following Mr. Parks was Wayne Lartigue who had many plans for the Authority. When Mr. Garrett came, he began to build on what Mr. Lartigue started. Under Mr. Garrett, it is about the needs of the residents. She wanted to come before the Board today and let the residents know that they have a great Director that puts their needs first.

Steven Hines, resident at French Towers, stated that he would like to thank the Board and staff for getting the hot water back on quickly. He stated that he is also looking forward to working with Trenton Housing Authority. He also stated that he will be taking Ms. Tossie's position as West Ward President.

Chairman Raines asked for a motion to close public session the motion was seconded by Commissioner Gray and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Chairman Anderson closed the public session.

Chairman Anderson stated that he has been working closely with Mr. Hines. They have previously come together and held Church at the French Towers senior building and held a Christmas event for all the seniors. He is looking forward to continuing to work closely together with Mr. Hines and the other seniors. He thanked Council President and everyone for coming out.

Chairman Anderson called for a motion to adjourn the meeting. Commissioner Raines moved the motion, and upon a voice vote the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Meeting was adjourned at 1:15 p.m.

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton