

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, OCTOBER 9, 2019 12:00 PM
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

The meeting was called to order by Vice Chairwoman, Kim Taylor, 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, Chairman Gary Gentry, Shenette Gray, John C. Raines, Commissioners; Kim Taylor, Vice Chairperson, and Jelani B. Garrett, Secretary/Executive Director

LATE: Gary Gentry (12:10 p.m.)

ABSENT: Nikisea Dotts, Lee Ingram

Also Present: Grant Wright, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Petrona Jerome and Andrew Nwadike, Asset Managers; 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, Fateema Kirk, Administrative Assistant

Chairman Anderson asked for a motion to adopt the agenda. Commissioner Gray moved the motion to adopt the agenda for October 9, 2019; the motion was seconded by Commissioner Raines and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Anderson	1		
Total	4	0	0

Chairman Anderson stated next is the approval of the minutes Regular Meeting held on September 11, 2019. Chairman Anderson then asked for a motion to move the minutes. Commissioner Gray moved the motion for approval of the minutes; Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions, seeing there are 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 Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	4	0	0

Minutes Approved.

Chairman Anderson then asked for the report of the Secretary.

Jelani B. Garrett, Executive Director stated that he had a couple of things before we get into the reports and resolutions. He stated we have some Great News. Our endeavors to pursue a Choice Neighborhood Implementation Grant was successful and we did receive a 1.3-million-dollar Choice Neighborhood Planning and Action Grant which is designed to produce a transformation and action plan for the North Trenton and Donnelly Homes area. This is a big win; only 4 housing authorities across the country received this grant and it puts us in line depending on the work. There is a lot of work ahead of us but the next 20-24 months, we are charged to work with our Community Partners to put together a transformation plan for the North Trenton Neighborhood and the Donnelly Homes property and this will put us in line to receive a 30 million dollar implementation grant. We are going to be doing that work over the next 2 years to make it happen. That is a big win for the Housing Authority.

Commissioner Taylor asked if this was an individual application for the grant or was it also with the City?

Jelani B. Garrett, Executive Director, stated that it requires the City of Trenton to be a co-applicant, but we are the lead applicant. There are 3 pieces to the grant; Housing, People and Neighborhood. We partnered with ISLES to lead the people piece, the City of Trenton will lead the neighborhood piece, and we will lead the housing piece.

Commissioner Taylor asked if the money will be divided between those 3?

Jelani B. Garrett, Executive Director stated no, we oversee the money. The money is actually in LOCCs already. He then called on Darren Green, Security Manager to provide an update.

Darren Green, Security Manager, stated that the work that we do is much more than patrolling the property. Mr. Green stated that he likes to use the work that we do on a daily basis to humble the minds of the people we serve on a daily basis to see themselves as better and to be their best. Mr. Green provided information how they are achieving this. He went into detail about the floor captains in the senior buildings, he provided an update of the outside agencies that he is currently working with and what we are trying to accomplish such as the police department. He stated that workforce development is essential. The population of people ages 18-25 that we deal with have never held a real job.

Commissioner Taylor and Commissioner Gray had questions regarding security.

Darren Green, Security Manager provide further details on what he is doing as it related to their questions. Jelani B. Garrett, Executive Director, provided information on the cameras. He stated that he has also asked our attorney to research the trespassing laws because that is one of the things we talked about when we met with the police director. We are also looking to have strict enforcement on parking for the residents that live here.

Commissioner Taylor asked how we are going to get the message out that we are proactively addressing the violence.

Jelani B. Garrett, Executive Director, explained that we need to shift the focus from the Authority. The violence is not in the Authority. My understanding is that the violence is between East Trenton and North Trenton. He explained that the person that was shot right here was not actually on the property the people were on Rossell Ave and shot inside the fence. He stated that we have started a study on this and from what I am gathering is that it really has to be a community effort. We have another meeting that we are trying to set with the Police director because I want to make sure her point of view with regards to policing because I am in no way a police professional, I am a housing professional. He went on to explain what we can do.

Jelani B. Garrett, Executive Director then called upon Chrysti Huff, Redevelopment Manager to update the Board on the Page Homes project.

Chrysti Huff, Redevelopment Manager, updated the Board on the Page Homes project. She informed them that demo permits and notice to proceed was received on September 17th. The Asbestos contractor has already begun the abatement and should be done in a month. Demolition will begin immediately after the abatement is completed. Tomorrow Conifer & Chase and the Section 3 Contractors will begin interviewing Section 3 employees so they can be placed on the project from beginning to end. We already have a few contracts in place such as the asbestos abatement, underground storage removal, air monitoring and tree removal. Mr. Garrett provided the information on the Planning and Action Grant already. HUD has reached out to us, the City of Trenton, and the Lieutenant Governor, Sheila Oliver's, office to have a press event the end of October. We are still waiting to confirm dates; once we know the date, we will inform the Board and all the partners of this event. Then we have an update of the Authority wide RAD conversion; we awarded a contract to AEI Consultants for the RAD physical need's assessment. And next is Frazier Courts II, formerly Campbell Homes, we are looking to convert that from 30 units to 24 2-bedroom units and the architect drawings are about 90% complete. We have decided that the best practice is to develop an RFP for a partner on this project.

Chairman Anderson asked if there were any questions.

Commissioner Gentry asked what part will the development partner play? Both Chrysti and Mr. Garrett explained what part the development partner will play. Mr. Garrett stated that we really need to look it. The problem before was the project was too small so we may look to roll that into the whole RAD conversion with Prospect Village. Mr. Garrett went into more detail so that the Board has a better understanding of what we are trying to accomplish. He let them know that we spoke to the Lieutenant Governor and we are definitely going for the vouchers.

Jelani B. Garrett, Executive Director/Secretary, called on Latrice Leggett to present Resolution 19-36.

Latrice Leggett, Finance Director introduced Resolution 19-36; approval of the disbursements for the month of September 2019 in the amount of \$1,138,992.57 and asked that the Board approve the Resolution.

Chairman Anderson stated he would take a motion for Resolution 19-36. Commissioner Gray moved the motion and Commissioner Raines seconded the motion for Resolution 19-36. Chairman Anderson asked if there were any questions. Seeing there were none he then called for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-36

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director/Secretary called on Latrice Leggett to present Resolution 19-37.

Latrice Leggett, Finance Director introduced Resolution 19-37 authorizing Trenton Housing Authority to update its Authorized Depository Account Signatories to include Chairman Anderson, Chairman, Jelani B. Garrett, Executive Director and Latrice Leggett, Finance Director.

Chairman Anderson stated he would take a motion for Resolution 19-37. Commissioner Gray moved the motion to update the signatories on the Depository accounts and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions, seeing there are none he asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-37

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	0

Resolution passed.

Executive Director Garrett called on Latrice Leggett, Finance Director to introduce Resolution 19-38.

Latrice Leggett, Finance Director stated that Resolution 19-38 authorizes the adoption of the 2019 budget. Latrice explained that the budget was previously approved by the Board of Commissioners at an open public meeting on June 12, 2019.

Chairman Anderson asked for a motion to approve Resolution 19-38 adoption of the 2019 budget. Commissioner Raines moved the motion to adopt the budget and Commissioner Gray seconded the motion. Chairman Anderson asked if there were any questions, seeing there are none he asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 19-38</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	1

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director called on Kenneth Martin, Procurement Manager to introduce Resolution 19-39.

Kenneth Martin, Procurement Manager, introduced Resolution 19-39, Snow Removal. Kenneth Martin stated that Resolution 19-39 authorizes the Executive Director to enter into an agreement for snow removal on an as need basis for the 2019-2020 season.

Commissioner Taylor stated she had a question regarding the budget. Both Kenneth Martin explained how they come up with the numbers for snow removal

Chairman Anderson asked for a motion to move Resolution 19-39. Commissioner Raines moved Resolution 19-39 and Commissioner Gentry seconded the motion. Chairman Anderson asked if there were any questions. Seeing there are none he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 19-39</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	0

Resolution passed.

Executive Director Garrett called upon Chrysti Huff to introduce Resolution 19-40.

Chrysti Huff, Redevelopment Manager, introduced Resolution 1940 authorizing the Executive Director to submit the Annual Plan for the Fiscal Year 2020 to the U.S. Department of Housing and Urban Development. Chrysti explained that HUD requires us to complete an Annual Plan to detail the operational goals and objectives for the fiscal year. The formulation of the goals and objectives are a result of collaborative input from the staff, residents, local government, and other public community agencies.

Chairman Anderson asked for a motion to move Resolution 19-40. Commissioner Raines moved Resolution 19-40 and Commissioner Gentry seconded the motion. Chairman Anderson asked if there were any questions. Commissioner Taylor asked if there is something that is not completed does it get included in the next Annual plan. Chrysti explained that each year is a new plan however, we would carry over objectives that were not met. Chairman Anderson asked if there were any other questions; seeing there are none he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 19-40</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	0

Resolution passed.

Executive Director Garrett called upon Chrysti Huff to introduce Resolution 19-41.

Chrysti Huff, Redevelopment Manager, introduced Resolution 19-41 which authorizes the Executive Director to execute HUD FY2019 Choice Neighborhood Planning Grant Agreement and Assistance Award/Amendment from HUD-1044. Chrysti Huff explained that as a recipient of the Choice Neighborhood Planning Grant the Executive Director must have authorization from its Board of Commissioners to execute the grant agreement.

Chairman Anderson asked for a motion to move Resolution 19-41. Commissioner Raines moved Resolution 19-41; Commissioner Gentry seconded the motion. Chairman Anderson asked if there were any questions. Seeing there are none he asked for a roll call and upon the roll being called the motion carried as follows:

RESOLUTION 19-41

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	0

This concluded the Report of the Secretary.

NEW BUSINESS

Chairman Anderson asked if there was any new business. Commissioner Taylor stated that she would like to have something added for the record. When we do elections as we did for Board Chair, can we consider changing it so that if the term that is to be filled is say less than 4 months, can we just make it so it continues into the next calendar year or is there a reason that it is expired and we have to do it for a whole new term. Grant Wright, Legal Counsel stated it was statutory required. At the last meeting the question was asked who could apply to be Chair and the answer was any Board member. Is it any Board member or any member that has completed their training because if you do not complete your training within a certain period of time you could be removed? Her concern is that you haven't gone through the training but as Chair you are signing off on documentation.

Executive Director Garrett stated that was something the Board would have to come to an agreement on. He stated that he was just going off the by-laws which says that any current Commissioner can serve as Chairman. Mr. Garrett deferred to Legal Counsel as to whether the Board can amend the by-laws. Grant Wright, Legal Counsel stated that the Board can amend the By-laws.

Next Commissioner Taylor wanted to add that NAHRO is doing a press release on all of their leadership appointments and she will be included in that Press Release. Mr. Garrett said we can put that on our Facebook. He then asked if everyone got that about the Facebook and linkden pages.

Commissioner Raines stated he had a question for Board Counsel. His question was to amend the by-laws would you need a mass majority or just a simple majority. Grant Wright, Legal Counsel state he thinks that is a procedural question and I don't have the answer right now.

Commissioner Gentry stated that they took a straw vote in Executive Session to do a letter to the Board of Ethics and wanted to know when they were going to get a resolution to move forward. Grant Wright, Legal Counsel stated we need to take a vote out here. We can take the vote today but then we have to do the resolution that has to be adopted and that can't happen today.

Chairman Anderson stated we should defer that to the next meeting so all the Commissioners can have input. He asked Commissioner Gentry if that was okay with him and Commissioner Gentry stated that was fine.

REPORT FROM THE CHAIR

Chairman Anderson welcomed everyone to the meeting. He stated that it is an honor and a privilege to serve all of you and I will do that to the best of my ability. There is nothing further to report from the chair.

PUBLIC COMMENT

Susan Picket, Josephson Homes, she wanted to talk about people with wheelchairs that move into the building and move into apartments that they can't fit their chairs in. So, the chairs are left in the hallways, laundry rooms and other areas. Ms. Picket feels that this is putting residents in a bad situation. She feels that we should be asking if they use a wheelchair or have one; what type of equipment do you have before we move someone in the apartment. She would like to see this issue worked on quickly. There was some conversation amongst the Commissioners and Ms. Picket regarding ADA compliance.

Samuel James, French Towers, stated he is back here again about the hot water. He stated that the water in his apartment is cold, Apt 10017, Chairman Anderson stated this concludes the public comments; there will be an Executive Session and we will not be returning. He then called for a voice vote to conclude the public session. The voice vote carried as follows:

Kenneth Hill, French Towers, has the same issue as Mr. James which is the hot water. He also stated that he appreciates that job the Mr. Green has done. He says they have a better relationship when we work together.

There being no further public comments, Chairman Anderson asked he for a motion to close public session and adjourn the meeting. Commissioner Gray moved the motion and Commissioner Raines seconded the motion and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Clifton Anderson	1		
Total	5	0	0

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton