

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, September 9, 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: Nikesia Dotts, Darlene Weldon-Gordon, Sonya A. Wilkins, John C. Raines, Kim Taylor, Clifton Anderson, Commissioners; and Jelani B. Garrett, Secretary/Executive Director

LATE:

ABSENT: Gary Gentry, Commissioner

Also Present: Vicky Flynn, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Latrice Leggett, Finance Director; Chrysti Huff, Redevelopment Project Manager; Pamela Brooks, Resident Services Manager; Audrey Walker, Manager of Admissions & Occupancy; Ken Martin Manager of Procurement & Contracts; Francine Nalbone, Human Resources Specialist.

Chairman Anderson asked for a motion to adopt the agenda. Commissioner Raines moved the motion to adopt the agenda for September 9, 2020; the motion was seconded by Commissioner Dotts and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	0

Agenda approved

Chairman Anderson stated next is the approval of the minutes for the Regular Meeting held on June 10, 2020. Chairman Anderson asked for a motion to move the minutes. Commissioner Raines moved the motion for approval of the minutes; Commissioner Wilkins seconded the motion. Chairman Anderson

asked if there were any questions, seeing there were none, Chairman Anderson called 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 Dotts	1		
Commissioner Weldon			1
Commissioner Wilkins			1
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	4	0	2

Minutes Approved

Chairman Anderson then asked for the report of the Secretary.

Jelani B. Garrett, Executive Director/Secretary called on Latrice Leggett to introduce Resolution 20-27 and 20-28.

Latrice Leggett, Finance Director stated Resolution 20-27 authorizes the approval of disbursements in the amount of \$2,742,207.90 (GF \$2,689,074.97 and CF \$53,132.93) for the month of June, July, and August 2020. She recommended that the Board approve Resolution 20-27 approving the disbursements for June, July, and August 2020.

Chairman Anderson stated he would take a motion for Resolution 20-27. Commissioner Taylor moved the motion and Commissioner Raines 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>RESOLUTION 20-27</u>			
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	0

Resolution Passed.

Latrice Leggett, Finance Director stated Resolution 20-28 authorizes the Executive Director to obtain a corporate credit. The credit card will be used primarily for travel, conference registration fees and business expenses. Latrice recommended that the Board approve Resolution 20-28 authorizing the Executive Director to obtain a corporate credit card through TD bank.

Chairman Anderson stated he would take a motion for Resolution 20-28. Commissioner Raines moved the motion and Commissioner Dotts 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>RESOLUTION 20-28</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Commissioner Raines	1		
Commissioner Taylor		1	
Chairman Anderson	1		
Total	5	1	0

Resolution Passed.

Jelani B. Garrett, Executive Director/Secretary called upon Pam Brooks, Resident Services Manager to provide an update on the things her department has been doing.

Pam Brooks, Resident Services Manager stated she is pleased to announce that Trenton Housing Authority has provided four (4) residents a financial scholarship to help with their college expenses this fall. She stated that each of the recipients were very deserving of these scholarships.

The FSS program was off to a slow start due to Covid, however, the new coordinator is working extremely hard and has been reaching out and enrolling residents.

As a result of our partnerships with the NJ Department of Health, the City of Trenton, and the Trenton Fire Department, free Covid test are currently being offered at Trenton Housing Authority locations.

Women with Voices sponsored a bookbag give away at Wilson Homes. They had a total of 83 bookbags with back to school supplies for school aged children residing at Prospect Village, Frazier Courts, and Wilson and Haverstick Homes. That went very well, and we will have a bookbag giveaway here at Donnelly next week.

Commissioner Dotts asked when the bookbag give away will be at Donnelly.

Pam Brooks stated it will be held on the 16th and 17th, however, the supplies donated are for 6,7, and 8-year-old only. We sent out a mailing to those residents with children in that age group.

Commissioner Dotts then asked if we will be doing anything for children who exceed that age group.

Pam Brooks stated that we have not partnered with anyone as of yet.

Commissioner Dotts stated that the children older than 8 here at Donnelly need school supplies as well.

Commissioner Dotts asked if there is anything that can be done in the month of September for the older children.

Pam Brooks stated that we will look into that. Again, she explained why the one sponsored by Women with Voices was held at Wilson. She then asked if anyone else had any questions.

Commissioner Weldon spoke on her experience that morning with the free Covid testing that was being offered at Wilson.

Pam Books thanked her for the feedback and stated she would forward that information to her contact.

Jelani B. Garrett, Executive Director/Secretary called upon Chrysti Huff to give a brief update on Turner Pointe.

Chrysti Huff, Redevelopment Manager, stated that the development is 85% complete. We anticipated that lease up would begin in October however, now we are looking at November since they still have to complete the sidewalk and streets and remove a pile of fill that is on the site right now. We have had a great amount of Section 3 participation, Section 3 business 22%, MBE/WBE businesses 31%, local contractors 15%, local suppliers 50% and Section 3 hires 41. We had an application day on Monday, August 3rd and we received over 500 applications the first day. We are currently in the process of conducting the background and credit check on all applications received. She also provided an update on the Choice Neighborhood Planning Grant and Authority wide RAD Conversion. The RFP for Frazier Court was included in your packet and Mr. Garrett will speak on that.

Jelani B. Garrett, Executive Director, provided the Board with an update on Campbell Homes. Using our experience with the last two (2) developments we are in a good place for negotiations however, we do need a development partner mainly because the Housing Authority is not in a position to guarantee the necessary requirements that are required for tax credits. We actually have the plans for Frazier Courts II. He stated that this is all a part of our RAD Conversion. The Board will recall that we did have a former developer but there was some conflict there. This has been totally settled so there are no legal actions pending on this property. He then updated the Board on the situation with rental collections and the eviction moratorium and the effect it has on the situation. We have spoken with legal counsel and are developing a plan to try and get these rents collected. We have approximately \$600,000 outstanding in rents at this time and we are trying to make the residents aware that the time will come that those monies will be due, and the courts will begin the eviction proceedings.

Commissioner Taylor asked about the 104 units listed as vacant in the report. She wanted to know if we are looking to fill them or wait due to COVID. Jelani B. Garrett, Executive Director, provided her an answer to her question. She then asked about the unit that was listed as non-dwelling. Mr. Garrett explained that that particular unit is at French Towers and years ago that unit was converted to office space and is still set up as office space.

NEW BUSINESS

Commissioner Weldon stated that recently she has had a few residents come to her about the batteries in their key fob and that they had to go to the Administration Building (875) to have the battery replaced. She also stated there are numerous times when she leaves home that she sees the doors propped open. We need to have something in place because many of these residents don't drive and this is a problem.

Clifford Godfrey, Deputy Executive Director, replied to Commissioner Weldon's concerns regarding the battery replacement. He informed her that both the office and security have batteries.

REPORT FROM THE CHAIR

Chairman Anderson stated that due to the resignation of Shenette Gray there is an opening on the Trenton City Housing and Redevelopment Board. He then stated he would like to nominate Commissioner Taylor to replace Ms. Gray. Commissioner Taylor accepted the nomination and Commissioner Anderson asked for a motion to appoint Commissioner Taylor to the Trenton City Housing and Redevelopment Board. John Raines moved the motion and Commissioner Wilkins seconded the motion and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	0

Chairman Anderson then stated that Shenette Gray honorably served the THA for 2 or more terms before her resignation and he would like the Executive Director to put together a resolution to present to Ms. Gray.

He also thanked the Executive Director for the great job he is doing specifically mentioning Donnelly Homes.

PUBLIC COMMENT

There was no public in attendance.

Chairman Anderson then asked for a motion to close the meeting. Commissioner Raines moved the motion. Commissioner Wilkins seconded the motion and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	0

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton