

**REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF TRENTON  
HELD WEDNESDAY, NOVEMBER 10, 2021, 12:00 PM  
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

**AN AUDIO RECORDING OF THE MEETING IS ON FILE WITH THE TRENTON HOUSING AUTHORITY**

**Meeting started at 12:05 p.m.**

The meeting was called to order by Chairman 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:** Clifton Anderson, Chairman, Sonya Wilkins, Vice Chairperson, Darlene Weldon-Gordon, John C. Raines, Gary Gentry, Kim Taylor, Cherie Garrette, Commissioners; and Jelani B. Garrett, Secretary/Executive Director

**ABSENT:**

**LATE:**

**Also Present:** David Truelove, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Latrice Leggett, Finance Director; Ronald Glover, Security Director; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Francine Nalbone, Human Resources Specialist, Amy Baldwin, Administrative Assistant

Chairman Anderson asked for a motion to adopt the agenda. Commissioner Raines moved the motion to adopt the agenda for December 8, 2021; the motion was seconded by Commissioner Wilkins. Chairman Anderson asked if there were any questions. Commissioner Garrette stated moving forward she would like to see the agenda modified so that the operations and financial reports are discussed before the resolutions. Chairman Anderson asked if there were any other questions. Seeing there were none, he asked for the roll to be called 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 Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Commission Weldon	1		
Commissioner Wilkins	1		
Chairman Anderson	1		
<b>Total</b>	<b>7</b>	<b>0</b>	

## Agenda Approved

Chairman Anderson stated next is the approval of the minutes for the Regular Meeting and Executive Session held on November 10, 2021. Commissioner Wilkins moved the motion for approval of the minutes; 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><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTAINS</b></u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Chairman Anderson	1		
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>

Minutes Approved.

Chairman Anderson asked for the report of the secretary.

### **REPORT OF SECRETARY**

Jelani B. Garrett, Secretary/Executive Director, stated we only have one resolution today which is for disbursements so I would be happy to answer any questions you may have on the Operations Report.

Commissioner Garrette asked for an explanation on what is going on with the financials. Executive Director, Jelani B. Garrett provided a detailed explanation explaining that while we are over budget in the area of maintenance, we are lean in the area of administration. He further explained that we have been meeting to review the budget. He also stated that we hired a Director of Maintenance to oversee the maintenance operations. The gentleman we hired has over 30 years of experience in the public housing sector. He worked for New York Housing Authority and Asbury Park Housing Authority. Commissioner Garrette had other questions regarding the Director of Maintenance experience. Executive Director Garrett stated that we would introduce him at the next meeting, and you can ask him the questions directly. He also informed the Board that we have 2 additional hires; a Project Redevelopment Manager to work with Chrysti. The Choice Neighborhood has monopolized a great deal of both Chrysti, and my time and we realized that we needed additional manpower in order for us to move on with some of the other projects we would like to proceed with. Commissioner Garrette also asked about the overtime. Executive Director Garrett explained that a lot of the overtime is within security and explained some of the challenges that we are experiencing those results in the overtime. The other area that you will see overtime is in maintenance which is a result of on-call. He explained that after 4:30 p.m. maintenance calls continue to come in. Commissioner Garrette then asked how Security is, what is going on with the gate. Executive Director Garrett explained we are working on the kinks, and we anticipate launching it in January. He provided details on what has to be done before we can launch it. Commissioner Garrette then asked about postage stating that she noticed that there is a lot of postage being utilized at all sites. Executive Director Garrett explained what the postage is used for.

Commissioner Taylor asked if the Security guards receive training. Executive Director Garrett called on Ron Glover, Director of Security to respond to her question. Ron Glover, Director of Security, stated that currently we have the book called Verbal Judo which is reviewed regularly with me. We also go over the regulations that should be filed. At the present time we have not sent them out to formal training because as Mr. Garrett stated we are trying to get the staff where we need it to be. Also, in January there will be training on the gate. Executive Director Garrett added that anyone who is hired is required to have both a valid S.O.R.A. license and driver's license. Commissioner Garrette stated she thought we were going to have a guard at the booth. Both the Security Director and the Executive Director responded to her question. Commissioner Taylor asked if the gate can be controlled from inside the building. Ron Glover, Director of Security, stated that we are looking into that however it will require a lot to be able to do it. Commissioner Garrette stated that it would save us a lot of money since we already have a guard in the building.

Commissioner Garrette asked where we are with the HUD shortfall set aside. Executive Director Garrett responded to her question and provided a detailed explanation of the process. Commissioner Garrette stated that what she would like to hear is how we are going to use that money in these old buildings.

Jelani B. Garrett, Executive Director/Secretary called on Latrice Leggett to introduce Resolution 21-38.

Latrice Leggett, Finance Director, introduced Resolution 21-38, authorizing the disbursements for the month of November totaling \$739,794.75 (GF \$454,567.44 & CF \$285,224.31).

Chairman Anderson asked for a motion to move Resolution 21-38. Commissioner Wilkins moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Commissioner Taylor stated that there were Capital Fund items that don't appear to be Capital Fund. Latrice Leggett, Finance Director, explained that was a mistake. There were General Fund expenditures paid out of Capital Fund and then she explained that the money was not drawn down from HUD for the Capital Fund. Chairman Anderson then asked for the roll to be called. Commissioner Garrette asked if that was going to be corrected. Latrice Leggett, Finance Director stated it was already corrected. Commissioner Garrette then asked if she was going to provide another sheet. Latrice Leggett, Finance Director stated yes. Jelani B. Garrett, Executive Director/Secretary then proceeded with the roll call and upon roll call the motion carried as follows:

#### **RESOLUTION 21-38**

	<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Commissioner Weldon	1		
Commissioner Wilkins	1		
Chairman Anderson	1		
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>

Resolution passed.

This concludes the Secretary's report.

Commissioner Gentry stated that he thinks the Board should consider expanding their footprint by going out into the city acquiring some of the buildings, knocking them down and develop new housing. He also stated that there is no reason the Housing Authority shouldn't be their own developer in the City of Trenton. Commissioner Garrette stated that Commissioner Gentry was on point and that is her thought as well. She thinks the Housing Authority should petition the City Council to have the Redevelopment Authority up under the Housing Authority. Commissioner Garrette also provided details on what the city is planning. The Executive Director stated that we are well underway with that with the Choice Neighborhood, also we met with the Superintendent of Schools with regards to Junior One and we are in the process of scheduling a presentation for the School Board. He provided more details on where we are in the process. Commissioner Gentry stated that he agrees that the Executive Director should quarterback it but there should be some input from the Board. There was additional discussion on this matter.

Commissioner Taylor stated she would like to request that we go back to providing Zoom services for our residents so that have an opportunity to attend the meetings. She provided details on other Authorities who are already providing these services. She says this not to say they are going to come but it is our obligation to provide access. Executive Director Garrett stated that is not a problem but the only thing he would ask is that the Board Members come. There was a discussion on the best way to provide the services especially for our seniors. Chairman Anderson asked Mr. Godfrey if it can be done for next month. Executive Director Garrett asked if we could move it to February because we are out over the holidays.

### **NEW BUSINESS**

Chairman Anderson asked if there was any new business. Seeing there was none he moved on to the Report from the Chair.

### **REPORT FROM THE CHAIR**

Chairman Anderson thanked everyone for giving him the opportunity to serve as Chair for one more year. It is my hope that I can develop a line of communication with our commissioners.

### **PUBLIC COMMENT**

Chairman Anderson asked if there was anyone from the public that would like to speak. Since there was no request to speak, the public session was closed.

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

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTAINS</b></u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Taylor	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Chairman Anderson	1		
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>

---

Jelani B. Garrett.

Board of Commissioners  
Housing Authority  
of the  
City of Trenton