

**REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF TRENTON  
HELD WEDNESDAY, FEBRUARY 8, 2023, 12:00 PM  
In-Person and Virtual via Microsoft Teams**

**An Audio/Visual Recording of the meeting is on file with the Authority**

The meeting was called to order at 12:00 pm by Chairman Gentry, who read the following statement:

It is 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**

Commissioner	Present	Absent	Late	Early Exit	Time
Anderson	X				
Garrette			X		12:06
Green		X			
Lopez	X				
Taylor	X				
Weldon	X				
Gentry	X				
Also Present: Jelani B. Garrett, Secretary/Executive Director David Truelove, Hill Wallack, LLP, General Counsel					

**ADOPTION OF THE AGENDA**

Commissioner	Aye	Nay	Abstain	Motion	Second	Absent
Anderson	X				X	
Garrette						X
Green						X
Lopez	X					
Taylor	X					
Weldon	X			X		
Gentry	X					

<b>Motion Passed</b>	X
<b>Motion Failed</b>	

### **APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD ON JANUARY 11, 2023**

Commissioner	Aye	Nay	Abstain	Motion	Second	Absent
Anderson	X			X		
Garrette			X			
Green						X
Lopez	X					
Taylor	X					
Weldon	X				X	
Gentry	X					

<b>Motion Passed</b>	X
<b>Motion Failed</b>	

### **Questions/Comments**

None

### **REPORT OF SECRETARY**

Jelani B. Garrett, Executive Director/Secretary began his report by stating that he left a draft, for discussion purposes, a draft of the operating plan for the year 2023. This is a brief overview; we are still working on refining this. This is something we put together to guide the staff as well as to provide a clear picture and overview of the organization. It includes our mission statement, vision values, governance, and leadership, staffing and organization vision, core visions, key performance indicators, what our standards of excellence are, and what we did in 2022. It also deals with certain strategic goals and objectives that we follow that HUD laid out. This includes increasing the availability of decent safe and affordable housing, improving the quality of assistant housing, providing, and improving the living environment, promoting self-sufficiency, and ensuring equal opportunity for housing for all Americans. A lot of what we put in here is a full list of what could be done to improve the quality of decent housing. Our staff architect would have to look at that, but we looked at latest physical needs assessments and basically took things that were scheduled for 2023 and 2024. We won't be able to do all these things, but we wanted the Board to see what these things look like and to weigh in on the things that we are doing.

These different items have the THA organizational charts that the Commissioners including the names and different divisions and their responsibilities, there is also a draft of the Capital Fund Budget, summary, and comparison analysis, as well as, a schedule of positions and salaries, 2023 operating budget, 2023 capital fund budget what is available and how that has been obligated so far. Finally, a THA portfolio which provides a description of each, and every property THA owns, property stats and we are still refining that and long term strategies. So just to piggyback off what the commissioner has said, this is the basis of a retreat discussion particularly with the long-term strategies. The Board needs to weigh in on those strategies, where are we going – those types of things. I think the Board, even when we go into negotiations with developers, weighs in on things like do we want to keep management of the properties or do we want to give up management of the properties. Do we want to manage the properties and keep jobs or do we give up managing the properties and seek more dollars in developer fees. These are the types of things I need from the Board so we when we go into negotiations, I know what direction we are going in.

### **RESOLUTIONS**

Jelani B. Garrett3 Executive Director/Secretary introduced Resolution 23-03 Disbursements in the amount of \$1,035,855.87 (GF \$962,862.58 and CF \$72,993.29) for the month ending January 31, 2023.

### **RESOLUTION 23-03**

#### **RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF TRENTON APPROVING THE LIST OF DISBURSEMENT FOR JANUARY 2023**

Commissioner	Aye	Nay	Abstain	Motion	Second	Absent
Anderson	X			X		
Garrette			X			
Green						X
Lopez	X				X	
Taylor	X					
Weldon	X					
Gentry	X					

<b>Resolution Passed</b>	X
<b>Resolution Failed</b>	

#### **Questions/Comments**

None

Jelani B. Garrett, Executive Director/Secretary called Ken Martin, Manager of Procurement and Contracts to present Resolution 23-04.

Ken Martin, Manager of Procurement and Contracts, introduced Resolution 23-04 for the upgrade of the elevators at both the Josephson Apartments and French Towers. He stated that Champion Elevator was the lowest responsive and responsible bidder.

### **RESOLUTION 23-04**

#### **RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF TRENTON AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT FOR THE UPGRADE OF THE ELEVATORS AT JOSEPHSON AND FRENCH TOWERS**

Commissioner	Aye	Nay	Abstain	Motion	Second	Absent
Anderson	X			X		
Garrette	X					
Green						X
Lopez	X					
Taylor	X					
Weldon	X				X	
Gentry	X					

<b>Resolution Passed</b>	X
<b>Resolution Failed</b>	

#### **Questions and Comments**

Commissioner Taylor asked what the regular elevator contract covered.

Ken Martin, Manager of Procurement and Contracts, responded.

Commissioner Garrette had questions/comments regarding the elevator contract with Standard Elevator for the upgrades at Abbott Apartments.

Jelani B. Garrett, Executive Director/Secretary responded.

Chairman Gentry asked if they were replacing the cars or just replacing the hardware.

Ken Martin, Manager of Procurement and Contracts, responded.

David Truelove, Attorney, Hill Wallack, introduced Resolution 23-05 authorizing the Executive Director to enter into an agreement with Comcast Marketing to place marketing materials in the common areas of THA properties. with

#### **RESOLUTION 23-05**

#### **RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF TRENTON AUTHORIZING THE EXECUTIVE DIRECTOR**

Commissioner	Aye	Nay	Abstain	Motion	Second	Absent
Anderson	X					
Garrette			X			
Green						X
Lopez	X				X	
Taylor	X					
Weldon	X			X		
Gentry	X					

<b>Resolution Passed</b>	X
<b>Resolution Failed</b>	

#### **Questions and Comments**

Commissioner Garrette had several questions regarding the contract.

David Truelove, Attorney, Hill Wallack, Jelani B. Garrett, Executive Director, and Clifford Godfrey, Deputy Executive Director responded to Commissioner Garrette' s questions and concerns.

This concluded the Secretary's report.

#### **NEW BUSINESS**

Commissioner Garrette had several questions related to the operations report in which Jelani B. Garrett, Executive Director/Secretary responded.

### **PUBLIC COMMENTS**

Virginia Marshall, Resident Council, Donnelly Homes, thanked Trenton Housing Authority and its Board of Commissioners for attending their January resident meeting and for providing them with advice on how to move forward. She is looking forward to communicating more and building a relationship with both the Housing Authority and the Commissioners. Ms. Marshall informed the Board that the next meeting is February 23, 2023, from 5:30 – 7:30 p.m.

### **COMMISSIONER'S COMMENTS**

Commissioner Taylor reminded the Board members of the upcoming NAHRO Washington Conference coming up in March.

### **CHAIRPERSON'S COMMENTS**

Chairman Gentry informed the Board that he and Mr. Garrett met with the mayor to congratulate him on his re-election and to let him know that the Housing Authority is interested in partnering with the City on redevelopment. He stated that he believes Trenton is on its way up. With the new Council and the opportunities that will be coming up and he believes the Housing Authority should be a part of it.

Chairman Gentry stated we will be going into Executive Session and will not be returning.

Commissioner Taylor stated she had one more thing. She congratulated Tonya Grant on the wonderful job she and for stepping up in the absence of a department director.

Chairman Gentry called for a motion to adjourn the meeting.

### **ADJOURNMENT**

Commissioner	Aye	Nay	Abstain	Motion	Second	Absent
Anderson	X			X		
Garrette	X					
Green						X
Lopez	X				X	
Taylor	X					
Weldon	X					
Gentry	X					

<b>Motion Passed</b>	X
<b>Motion Failed</b>	

**The Regular meeting was adjourned at 12:50 p.m.**

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Jelani B. Garrett.

Board of Commissioners  
Housing Authority  
of the  
City of Trenton