

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, March 18, 2010
7:30 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Robert A. D'Orazio on Thursday, March 18, 2010 at 7:30 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360. The following Commissioners were present:

Vice Chairman Chris Chapman
Commissioner Sharon Dauito-Baxter
Commissioner Beatrice Corbin
Commissioner Joseph Asselta **(Absent)**
Commissioner Sheila Brown-Saunders
Commissioner Vickie Burk
Chairman Robert A. D'Orazio

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire -- Solicitor; Dan Avena and Linda Cavallo from the VHA's fee accounting firm and Gloria Pomales, Executive Secretary.

Chairman D'Orazio read the Sunshine Law.

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on January 19, 2010. A motion was made by Commissioner Baxter and seconded by Commissioner Saunders. The following vote was taken:

Vice Chairman Chris Chapman	(Abstain)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on February 18, 2010. A motion was made by Commissioner Chapman and seconded by Commissioner Baxter. The following vote was taken:

Vice Chairman Chris Chapman	(Yes)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Abstain)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Abstain)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Chairman D'Orazio called for the Financial Report from Avena's office. Linda Cavallo presented the Financial Report for the five months ending February 28, 2010 by reviewing the numerous line item figures.

Chairman D'Orazio requested the Executive Administrative Report. Mrs. Jones reported the construction of the two accessible kitchens at Tarkiln will be beginning very shortly. Last month the 2009 Capital Budget was updated for these two kitchens. These two units are offline right now. The Authority will wait for the 2010 Capital money to complete the other four kitchens.

Mrs. Jones mentioned the audit for 2009 is continuing. The auditor's first approach was to bring in five people in to do the audit. This was way too much for the VHA. It was overwhelming. The Authority is unable to answer that many questions at one time and continue to work. The auditor's are now sending one or two people at a time for a day or so now which is working. They are about 75% through the audit.

The operating subsidy for 2010 looks like it is going to be roughly \$249,000 less than last year. This is a big concern. Technically the Authority should be \$200,000 under but since there is an error in the form the Authority can't change. The only thing Mrs. Jones can do is appeal. Mrs. Jones stated the Avena's made a "comment" on the form before it was submitted as did Mrs. Jones, but there is an appeal process. The system the Authority has to use is a HUD system and the acronym is SAGIS. HUD has had trouble with it for 3-4 years. With this being said, the Authority is still short on money. The Authority is looking at some ways to fill that gap. Mrs. Jones does not have the complete answer yet, but will continue to work on the issue.

Mrs. Jones stated in the resolution portion of the meeting this evening there is a resolution to award the lawn maintenance services contract. Mrs. Corbin inquired about the VHA maintenance men maintaining the grounds as well as the tree removal at Parkview. Mrs. Jones stated as maintenance men retire and/or leave we have not filled those positions and have had a lawn maintenance contract service for the last two years.

Mrs. Jones reported the Authority has been working with the consultants, Housing-Solutions to work on the tax credit application for the Parkview and Asselta plan. Things look good. The application is moving along. The deal is actually coming together pretty well because the Authority has the \$656,000 in green money it was awarded last year. This is good leverage money and making the numbers work that much better. We are at the point where Mrs. Jones is going to have to begin talking to the City about some of the plans the Authority would like to make and change. The essence of it is over at Parkview we will be going from electric to gas with a lot of other outside improvements. The Authority would also like to upgrade the bathrooms and the kitchens slightly if it receives the 9% tax credit. If it does not, the Authority will just do the electric to gas, site improvements and roofing. All the green money items will still happen.

In regards to Asselta, the interesting change at this site would be the transformation of some of the larger five and six bedrooms units to one bedroom and two bedroom units. The five bedrooms and a six bedroom units can be transformed to a one bedroom unit downstairs and a two or three bedroom unit upstairs. The idea is to increase our units by 13. This may sound scary at first because the City will probably say that it is too many people. But in fact it is not, because by making these unit changes we will have the potential to house approximately 25% less people than we are approved for right now. The Authority is not changing the footprint of any of the buildings. There was a brief discussion regarding the contacts and approvals that would have to be made at the City level. The main reason the Authority wants to do these changes is because it cannot service its two and three bedroom waiting list. The two bedroom list has been closed since Mrs.

Jones came to the Authority and the three bedroom list was recently closed because there are over 154 families on it. These size units are obviously the need. The need for the larger units is not there anymore. Additionally, nine of these units will be ADA with one of these units for a disabled family. There is a Phase I Environmental review that is in process for both Parkview and Asselta. The Authority is currently waiting for the report on the Phase I Environmental review. This is part of the tax credit application as well.

Mrs. Jones reported HUD is currently talking about "Transforming Rental Assistance in Public Housing". The term for this is "TRA". The new Administration is suggesting that Public Housing Authorities project base their developments, which means they all turn into vouchers. The reason they want to do this is because that would mean the Capital Fund goes away and Housing Authorities would be treated like private landlords that have a contract with HUD. As an example, Olivio Towers are all one bedroom units and there would be a dollar amount placed on each unit. Whatever the tenant's rent is would be deducted from the contracted amount for each unit and HUD would be billed monthly for the difference. Part of the plan here is that HUD understands that there is never going to be enough Capital funding to really bring public housing assets up to where they belong at today's standards. By transforming properties to Project Based with a contract of at least 20 years then housing authorities can go out and find lenders to get real dollars to upgrade the properties to bring them up to today's standard. Mr. Gabage asked if the voucher goes to a person or to the unit. Mrs. Jones stated the voucher goes to the unit so it is considered project based vouchers; however there is a provision for portability, which is really what the voucher program was about in the first place so that people could move to areas of opportunity. HUD has not worked out the details at all on this yet. Sandra Enriquez is the Assistant Secretary now and she came from the Boston Housing Authority where she was the Executive Director. She is very influential in this process. She does not make the final rules, but she is certainly is involved and one of things that is very important to her is flexibility for the residents and being able to move around. There could be some sort of waiting list process for Authorities to participate in the TRA. Mrs. Jones believes this is going to be fast tracked and would not be surprised that if by the end of the year there were some applications out for notices of funding availability for voucher programs for this purpose. Commissioner Baxter asked why a private sector would be interested investing? Would they get a percentage of the rent or tax credit? Mrs. Jones said they could be tax credit projects where there are investors interested in that piece of it or it could be a private lender who makes loans and their income comes from the interest paid

Chairman D'Orazio asked about the Security Assessment Review status. Mrs. Jones stated we received an RFP sample and we are in the process of working out the details before issuing the RFP. The Authority had a Security Assessment from a consultant which included everything under the sun and most of which the Authority can not afford. Mrs. Jones is looking at how the Authority can better utilize the resources that it already has. Mrs. Jones is not sure what changes the Authority can make at this point due to the change in funding. Mrs. Jones stated that Millville H.A. had its own security force and basically has disbanded it due to funding issues. A discussion was had regarding changes to the lobby area for security purposes.

With no other discussion in related matters the Chairman moved to the Resolutions.

Resolution #2010-21
Resolution to Approve Monthly Expenses

In the absence of Commissioner Asselta, Commission D'Orazio reviewed the bills and recommends payment in the sum of \$452,698.60. Commissioner D'Orazio called for a motion to approve the monthly expenses. A motion was made by Commissioner Baxter; seconded by Commissioner Burk. The following vote was taken:

Vice Chairman Chris Chapman	(Yes)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Resolution #2010-22
Resolution to Awarding Landscaping/Ground Keeping Services Contract
for the period April 2010 through November 2010

Chairman D'Orazio called for a motion to Chairman D'Orazio called for a motion to approve Resolution Awarding Landscaping/Grounds Keeping Services contract to Clover IPM Landscaping & Maintenance in the amount of \$22,456.00. A motion was made by Commissioner Chapman; seconded by Commissioner Burk. The following vote was taken:

Vice Chairman Chris Chapman	(Yes)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Resolution #2010-23
Resolution Approving Public Housing
Assessment System Indicator #3 Management Operations

Mrs. Jones explained and reviewed the MASS (Management Assessment Sub-System) which is part of the Authority's overall rating. Chairman D'Orazio called for a motion to approve Resolution #2010-23. A motion was made by Commissioner Chapman; seconded by Commissioner Burk. The following vote was taken:

Vice Chairman Chris Chapman	(Yes)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Resolution #2010-24 Executive Session

Chairman D’Orazio entered a motion to hold an Executive Session. Motion died for lack of need.

Resolution #2010-25
Resolution Authorizing Payment under the Capital Funds Appropriations Program to Charles Marandino LLC for Kidston & Olivio Site Work

Chairman D’Orazio called for a motion to approve payment to Charles Marandino LLC in the sum of \$23,189.60. A motion was made by Commissioner Corbin; seconded by Commissioner Chapman. The following vote was taken:

Vice Chairman Chris Chapman	(Yes)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

Resolution #2010-26
Resolution Authorizing Payment under the Capital Funds Appropriations Program to R & R Construction LLC for Capital Improvement at D’Orazio Terrace

Chairman D’Orazio called for a motion to approve payment to R & R Construction LLC in the sum of \$9,051.00. Mrs. Jones explained the community room at D’Orazio Terrace is large with high ceilings and the heater broke a couple of months ago. The room does not get utilized as much as the Authority would like. It was agreed to reduce the size of the usable space and heat and air condition usable space. This would cause the Authority less to renovate and also with the thought of reusing the heating system at some point or another location if there is a need in case we redevelop at this location in a short period of time. Commissioner Corbin asked what the center was used for. Mrs. Jones stated it is occasionally used for Bingo and for Resident Advisory Board Meetings. Unfortunately, this community room is not utilized like some of the other community rooms. Commissioner Corbin stated it was used at one time. She mentioned the water issue at D’Orazio and hoped something would be done there. Mrs. Jones stated after the Authority gets through this tax credit application she is hoping to come back and talk to the board about the next step for D’Orazio. This would be the next project to really look at seriously. The Authority has had different consultants and the architect at this property as well as testing conducted on the water tables. There are currently five units at D’Orazio that are offline that have had damage that are not repairable to a point where someone can occupy it. Obviously it is a project we have to pay attention to next. Mrs. Jones concern is that if a complete tear down and redevelop at D’Orazio it is not going to be a garden style setting. Residents and applicants love the garden style setting. Mrs. Jones is leaning towards doing a major renovation at D’Orazio, which would probably be a 9% tax credit deal and combine the renovation with the land next door putting a community center in the middle to be shared. There are 60 zero bedroom units at D’Orazio. Another consideration is taking two zero bedroom units and making it a one bedroom unit. This would reduce our physical units by 30 at D’Orazio. The Authority may be able to build a tax credit building on the land next door and 30 of those units can now be subsidized as very low income because of the Annual Contribution Contract with HUD that state we have that number of units. There was a brief discussion on type of building that can be built on this land and managing the water on site. Commissioner Corbin expressed her concern for need of housing for veterans. Mrs. Jones stated

that veterans are given have a preference on the VHA's waiting list for being a Vineland resident and a veteran. A motion was made by Commissioner Baxter; seconded by Commissioner Burk. The following vote was taken:

Vice Chairman Chris Chapman	(Yes)
Commissioner Sharon Dauito-Baxter	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Joseph Asselta	(Absent)
Commissioner Sheila Brown-Saunders	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Chairman D'Orazio asked Mrs. Jones to bring the Board up to speed regarding the waiting list applicant issue without getting into any confidential detail. A meeting was scheduled this month with the applicant, but had to be rescheduled because one of VHA's staff that needed to attend was out on an illness. It is rescheduled for next Tuesday. Mrs. Jones had a nice conversation with the applicant's mother without getting specific with her either because she can't. Mrs. Jones believes she has a better understanding of the VHA's process and we are all looking forward to the meeting. Commissioner Baxter stated that a few people she has encountered on the outside, which she has always referred to the Executive Director, that these people get almost hostile. It amazes her that they all admit so much stuff and then when you get to the bottom of it all something in their story is left out. Commissioner Corbin stated she read the minutes and stated the Board is here because we have tenants. Furthermore she stated that you are not going to get everybody out there that is going to tell you the truth. It works both ways. There are people in here who do not know how to speak to people and she knows this to be a fact. Commissioner Corbin feels as a Board they have a responsibility to do more and if it wasn't for our tenants they would not have any jobs. She feels the Board needs to step in sometimes because maybe they can't get any satisfaction in here. Commissioner Corbin stated to Commissioner Burk that sits on the Board as a Tenant Commissioner and if somebody has something to say there is nothing wrong her speaking to them and getting to the root of the problem. She said since Commissioner Burk lives in housing somebody may have to speak up for her. Commissioner Burk stated the lady who came to last month's meeting was not the applicant, but that it was the applicant's mother and there are always two sides to every story. Commissioner Corbin doesn't agree that the Board shouldn't have anything to do with this situation and believes they should have something do with everything that goes on at the VHA.

No comments from the press, public and/or Board Members.

With no further business to discuss, Chairman D'Orazio entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Baxter. The vote was carried unanimously by the Board Members present.

The Regular Meeting of The Board of Commissioners was adjourned at 8:36 p.m.

Respectfully submitted,

Jacqueline S. Jones
Secretary/Treasurer