

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, November 15, 2012
7:00 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, November 15, 2012 at 7:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman
Commissioner Elizabeth Gordon
Commissioner Carmen Nydia Diaz (arrived 7:10 p.m.)
Commissioner Mario Ruiz-Mesa
Commissioner Brian Asselta
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 Assistant.

Chairman D’Orazio read the Sunshine Law.

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on October 18, 2012. A motion was made by Commissioner Chapman and seconded by Commissioner Ruiz-Mesa. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Abstain)
Chairman Robert A. D’Orazio	(Yes)

Chairman D’Orazio called for the Financial Report from Avena’s office. Linda Cavallo reviewed the Financial Report for the one month ending October 31, 2012.

Chairman D’Orazio requested the Executive Administrative Report. Mrs. Jones updated the Board on the storm of June 30th when the VHA experienced many fallen trees. The VHA applied for FEMA money and it was received today in the amount of \$52,000.

The Melrose Court project is moving forward in a positive direction. There is communication back and forth with HMFA. We are not going to make the November HMFA meeting with our application even though they had all of the documents. We will make the December meeting if they have one. Worst case scenario is we would be on their January meeting. The HMFA Staff has blessed our application, but now they have to put it before the Board as a complete package. The Bonds would be approved at the next meeting and then the tax credit would be approved at the following meeting. Mrs. Jones stated Vineland was previously in a Difficulty to Develop Area (DDA) and when you are in a DDA you receive a 30% bump in tax credits. In 2011, Vineland was taken out of the DDA, but Vineland is back in this year. This is good news because it will give us more tax

credits for the project. The site work is the unknown because there are some things that we are not sure about. It has been discussed to change the site plans slightly. There is a lot of ground for each house and this is a concern for a rental property as the tenant would be responsible for grounds maintenance. The idea is to pull the houses closer together and shorten the street with a cul-de-sac. The green area at the end of the cul-de-sac can be made a common area park. This reduces the site cost on the street and sidewalks. This saves money during construction, but in the long run it saves on long-term maintenance expense. The only concern is going back to the City to get this changed and what it may cost. There is a meeting on Monday with Kathy Hicks at the City to discuss this change. A change in the drainage is also going to be requested to be able to use some of the ground that is there and hopefully reduce the retention basin slightly. Mrs. Jones stated they will discuss with the City regarding not extending the sidewalk from the community to Chestnut due to the huge expense. All these changes will probably need to go before the Planning Board.

An application was submitted to the Federal Home Loan Bank (FHLB) for the Melrose Project to help supplement the building cost and it was not approved. There may have been other projects they felt were more viable and ready to go. The Melrose Project is not in the ground and the funding has not been approved completely yet. We will reapply and the next time we go back we will receive more points because we have funding approval. We may have broken ground by then and that makes the project more viable. There is a social service aspect to the FHLB application and this has been an issue for us. We have never planned on having a community center or anything like that at the Melrose Project. In our application we did put in there would be in-home services for helping people with credit or trying to buy a home etc. What has changed since we put in the application is now we have a Family Self Sufficiency (FSS) Grant for the Section 8 Program. The idea is to Project Base the entire project with vouchers. Having the vouchers at the Project will enable us to offer the FSS program to these residents and put this in the FHLB application as well. This will allow us to get another 10-15 points. The idea is not to make this an extremely low income neighborhood with vouchers. This development will be owned technically by another corporation and not the Housing Authority so it enables us to have requirements for admittance to be different than the Housing Authority. We want the residents of this community to be upwardly mobile. The requirements are going to be for people with employment for a longer, sustainable term, and have goals toward self-sufficiency. We would like to be able to offer these homes to existing voucher holders who are on the FSS program. The FSS Program is currently ramping up and there are 25 slots to fill.

Mrs. Jones provided an update on the South East Boulevard property with the sewer approval issue. The Authority is requesting from the bank to allow us a year to purchase the property because this is how long it may take to get to DEP and get it all worked out with the City. The price right now is at \$135,000. The indication is that the bank is okay with giving us a year.

Mrs. Jones reported the Authority is looking to continue its inter-local agreement with Glassboro and Buena for 5 years. There is a new addition on the agenda, which is an inter-local agreement with the Ocean City Housing Authority (OCHA). This opportunity came up due to Hurricane Sandy. A few VHA staff members went to OCHA after the hurricane to help out. They had 60 units that were flooded out (20 senior units and 40 family units). The staff assisted in relocating the residents. The units are basically destroyed. They have a very small staff and requested our help. Our initial intention was to assist them for a couple of days as a favor, but they need some longer term help.

Recycling is done at all Authority properties. The recycling containers are in the trash dumpster areas. Kidston has 103 units and Olivio has 100 units. On each floor at Kidston and Olivio there is a trash room with a chute. The recycling containers are in the trash rooms on each floor. The problem that has come up is a labor intensive process to move these recycling containers

downstairs. It involves a maintenance staff member 3 days a week to do this for these two buildings and ties up one elevator during the process. It is a conservative estimate of \$25,000 a year expense to perform this task. The Authority has made the decision to require the tenants to bring just their recyclables down stairs just like the rest of the tenants at other properties have to do. Mrs. Jones expects some resistance with this new requirement. The change will probably go in effect the beginning of the year.

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

Resolution #2012-71
Resolution to Approve Monthly Expenses

Commissioner Ruiz-Mesa reported he reviewed all the bills and recommended payment in the sum of \$480,017.10. Commissioner D’Orazio called for a motion to approve the monthly expenses. A motion was made by Commissioner Chapman; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Robert A. D’Orazio	(Yes)

Resolution #2012-72
Accounts Receivable Decried as Uncollectible
(Correcting Resolution #2012-66)

Mrs. Jones explained the amount on last month’s resolution was incorrect. Chairman D’Orazio called for a motion to approve Resolution #2012-72. A motion was made by Commissioner Chapman; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Robert A. D’Orazio	(Yes)

Resolution #2012-73
Resolution Approving Application for Payment No. 3
for Melrose Court Predevelopment Loan

Chairman D’Orazio called for a motion to approve Payment No. 3 for Melrose Court Predevelopment Loan in the amount of \$17,412.50. A motion was made by Commissioner Diaz; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

Commissioner Chris Chapman	(Abstain)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Robert A. D’Orazio	(Yes)

Resolution #2012-74
**Resolution for the Intention of Providing Management Services
to the Glassboro Housing Authority**

Chairman D'Orazio called for a motion to approve Resolution #2012-74. A motion was made by Commissioner Chapman; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Resolution #2012-75
**Resolution for the Intention of Providing Management Services
to the Buena Housing Authority**

Chairman D'Orazio called for a motion to approve Resolution #2012-75. A motion was made by Commissioner Diaz; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Resolution #2012-76
**Resolution for the Intention of Providing Management Services
to the Ocean City Housing Authority**

This management agreement will expire at the end of 2013. Mrs. Jones stated if this relationship changes in anyway a different contract will be established. Chairman D'Orazio called for a motion to approve Resolution #2012-76. A motion was made by Commissioner Chapman; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Robert A. D'Orazio	(Yes)

Resolution #2012-77

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

No comments from the press and/or public. Commissioner Diaz asked if the public wanted to attend a meeting how would they enter with the door now being locked. It was explained there is a sign to ring bell for service. The reason we do not leave the door unlocked is for safety and security purposes. The meeting is still open and public.

Mr. Gabage provided the Board with a copy of the NJ Ethics Law. He briefly reviewed the law to the Board.

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 Ruiz-Mesa. The vote was carried unanimously by the Board Members present. The Regular Meeting of The Board of Commissioners was adjourned at 8:04 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer