

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, July 16, 2015
7:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Vice Chairman Chapman on Thursday, July 16, 2015, 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 Brian Asselta	
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	
Commissioner Daniel Peretti	
Chairman Mario Ruiz-Mesa	(Absent)

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Dan Avena and Linda Cavallo – Accountants, Nina Sorelle and Elizabeth Dugan/Auditors – Bowman & Co. and Gloria Pomales, Executive Assistant.

Vice-Chairman Chapman read the Sunshine Law.

Vice-Chairman Chapman entertained a motion to approve the minutes of the Regular Meeting held on June 18, 2015. Tabled for next month due to lack of Commissioners present.

Vice-Chairman Chapman entertained a motion to approve the minutes of the Executive Session held on June 18, 2015. Tabled for next month due to lack of Commissioners present.

Vice-Chairman Chapman changed the order of the agenda and moved to New Business requesting the Audit Report from Bowman and Company LLP. Nina Sorelle introduced herself and Elizabeth Dugan to the Board. Ms. Sorelle stated that every year things get better and better. The management letter and Board letters were briefly discussed. There was only one item that was reported to the Board in the Management Letter this year that dealt with a few issues regarding some tenant files. Ms. Sorelle reviewed the audit report. There were no findings in the audit. Ms. Sorelle briefly discussed financial results of the audit. She thinks the areas that are most important going forward have to do with the new accountant standards as it relates to post-employment benefits such as health benefits and pension. They do not know exactly what the standards are going to require. The report from the State hasn't come out yet. There were no questions from the Board.

Vice-Chairman Chapman called for the Financial Report from Fee Accountant. Linda Cavallo reviewed the Financial Report for the nine months ended June 30, 2015.

Vice-Chairman Chapman requested the Executive Administrative Report. Mrs. Jones reported the Budget for the coming year 2016 is on the agenda tonight and will be discussed in the

resolutions section. There is a resolution on the agenda tonight for the purchase of two vehicles and will be discussed in the resolution section of the meeting as well.

The issue at Asselta Acres with storm/sewer water issues has been discussed at previous meetings. The VHA followed Commissioner's Chapman advice and contacted the engineering firm who are aware of the grants. The VHA is still pursuing it a little bit further. It appears those grants are given to the City and the repairs could be done under the umbrella of the City. However, the funds are grants that must be paid back with a low interest. The way the VHA is structured this would not work because the VHA cannot take on any debt. It is not an urgent situation and we have some time to come up with a solution to fix it.

Mrs. Jones discussed RAD (Rental Assistance Demonstration Program) and briefly explained it to the new commissioners. RAD is a change in the way the VHA would receive its funding from HUD. Currently, the VHA's funding is received through an operating and capital budget. Through the RAD program the VHA would actually sign a contract with HUD for 15-20 years. The RAD Program is essentially supposed to replace the Operating and Capital Fund subsidy, but relieve the VHA of some of the administrative burdens currently required by HUD. The VHA would then be able to take that contract and go to a lender to hopefully obtain some cash to do capital projects. The issue at Asselta Acres is a perfect example of what a lender would like to see fixed. The VHA is in the process of working on the RAD applications for Parkview, Asselta Acres and Tarkiln Acres. The other properties at the time of the application did not meet the threshold to even be submitted to HUD. The current projects being worked on received approval from HUD to move forward. The issue is to see if the number works for the VHA. The VHA is working on this with its consultant as well as HUD. HUD has assigned every housing authority that has applied for RAD a HUD consultant. Monthly meetings are being held. Mrs. Jones does not necessarily think RAD is a bad idea, but it has to work for the VHA. Essentially, what will happen with RAD is that the units convert to vouchers and are considered project based vouchers. When the VHA is funded under the RAD programs it will be funded under vouchers. The VHA would then be moved out of the public housing category. The VHA is progressing cautiously and an internal meeting is scheduled for this coming week. Meetings with HUD will also be continued. At such time that it is appropriate, the plan to move forward or not will be brought before the board with recommendations. Initially, when the RAD program was proposed Congress only approved 60,000 units by the 12/31/2012, deadline. They have since increased that and opened up the opportunity to all PHAs. The VHA will look at the Kidston and Olivio AMP again to see how those numbers look as well as D'Orazio.

In regards to scattered sites, the VHA is moving forward with the disposition application for the scattered sites. There is a lot of work involved with the disposition. It is in motion and we are meeting usually bi-weekly to keep that moving.

Commissioner Asselta asked what the downsides of the RAD program are. Mrs. Jones stated just the unknown. It has not been done and there is no track record to compare the RAD program with the current program. There have been some RAD settlements around the country. The VHA is taking a conservative approach with the program.

Mrs. Jones briefly updated the Board in regards to Melrose. Building is continuing and there has been hiccups in the construction process. The October 2nd dedication ceremony will be slipped and we will have to possibly come up with another date. The construction is further behind from where they are supposed to be right now, but the VHA is working with the contractor on that.

Old Business: None

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

Resolution #2015-28
Resolution to Approve Monthly Expenses

Vice-Chairman Chapman stated Chairman Ruiz-Mesa reviewed all the bills and recommended payment in the sum of \$1,031,828.13. Vice-Chairman Chapman called for a motion to approve the monthly expenses. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-29
Audit Review Resolution

Vice-Chairman Chapman called for a motion to approve Resolution #2015-29. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-30
Approval of the Operating Budget FYE September 30, 2016

Linda Cavallo reviewed the Operating Budget FYE September 30, 2016. Mrs. Jones further explained some line items on the Operating Budget. Mrs. Jones stated this budget includes a 2% increase effective October 1, 2015, for non-union employees. Vice Chairman Chapman called for a motion to approve Resolution #2015-30. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)

Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-31
Approval of the State Budget FYE September 30, 2016

Mrs. Jones stated this is the same budget as discussed in Resolution 2015-30, but it is in a different format for the State. Vice-Chairman Chapman called for a motion to approve Resolution #2015-31. A motion was made by Commissioner Fiocchi; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-32
Resolution Extending Elevator Maintenance Services Contract
(August 1, 2015 – July 31, 2016)

This contract has an option to renew for one more year at the same cost. The VHA has had excellent services with this elevator service company. Vice-Chairman Chapman called for a motion to approve Resolution #2015-32. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-33
Resolution Authorizing Expenditures with Homeownership Funds for Purchasing
Authority Owned Vehicles

Mrs. Jones reported this was put out for bid and anticipated awarding it last month, but there were too many problems with the responses. Ron Miller re-bid the vehicles and would like to award at this time. Mrs. Jones briefly explained the lowest bidder documents were not acceptable. Mr. Gabage stated this bidder was not registered in New Jersey and this is one of the major requirements. The VHA is requesting to award to the second lowest bidder. Vice-Chairman Chapman called for a motion to approve Resolution #2015-33. A motion was made by Commissioner Fiocchi; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-34
Resolution Approving Non-Union Staff Bonus

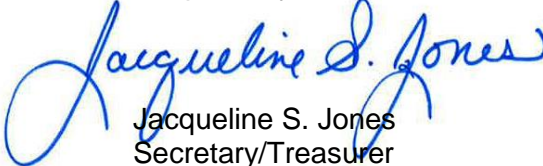
Mrs. Jones explained the maintenance department staff excluding the supervisors chose to unionize in 2012. The VHA was in negotiations with CWA for the maintenance department up until about two months ago. The VHA held off on increases to the rest of the staff on the advice of the employment attorney. The administrative staff has not had an increase in their wages since October 1, 2012. Mrs. Jones is recommending a bonus for a couple of reasons. It does not increase the base salary. By not increasing the base salary, the employee's health benefits will not increase. It is not pensionable, but a lot easier on the accounting end for the VHA. This is a 2% bonus based on the employee's anticipated annual wage. The VHA anticipates processing the Union increase by mid-August and then the VHA will move into processing the bonus for the non-union staff before the end of the fiscal year, which is September 30, 2015. Vice-Chairman Chapman called for a motion to approve Resolution #2015-34. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

There is no need for Executive Session tonight.

Vice-Chairman Chapman asked for comments from the press and/or public. Vice-Chairman Chapman asked for comments from any Board Members. With no further business to discuss, Vice-Chairman Chapman entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:52 p.m.

Respectfully submitted,


 Jacqueline S. Jones
 Secretary/Treasurer