

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, October 15, 2015
7:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Mario Ruiz-Mesa on Thursday, October 15, 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	(Absent)
Commissioner Alexis Cartagena	
Commissioner Nicholas Fiocchi	
Commissioner Daniel Peretti	(Excused 7:48 p.m.)
Chairman Mario Ruiz-Mesa	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Dan Avena and Linda Cavallo – Accountants, Rick Ginnetti, The Brooke Group and Gloria Pomales, Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on September 17, 2015. A motion was made by Commissioner Chapman and seconded by Commissioner Fiocchi. The following vote was taken:

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

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the twelve months ended September 30, 2015.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones stated the Scattered Sites Disposition as well as a comprehensive look at the Authority's properties will be discussed in Old Business with the Authority's consultant, Rick Ginnetti.

Mrs. Jones explained the Community Services & Self Sufficiency policy, which has been in place for a long time and has not been administered quite up to par with HUD regulations. The VHA has revised the policy and is requesting Board approval.

The Choice Mobility Letter Agreement with Buena Housing Authority will be discussed during Old Business as it relates to the Rental Assistance Demonstration Program (RAD). Mrs. Jones explained the Buena Housing Authority has chosen to convert to the RAD program and since they do not have a voucher program they cannot administer vouchers. This is an opportunity for the VHA to administer their vouchers and receive the administrative fee to do that. This is very similar to the Oakview administration contract.

The Annual Plan Significant Amendment is also part of Mr. Ginnetti's presentation tonight. The Annual Plan has to be adjusted because of the RAD steps and process.

No new updates on Capital Projects. There is more activity and progress at Melrose Court site. Progress is being made and seems to be sustaining. The target date is still December 1st for a few homes to be completed.

A few months ago Mrs. Jones mentioned to the Board that the VHA was going to shop its health benefits for a better rate. The VHA is currently with the State of New Jersey health benefits. The new rates for 2016 are out with an increase of about 7%. The VHA consulted with Allen & Associates to shop those benefits. The Authority had to get its last 2 years of experience from the State of NJ. Allen & Associates took the information and presented to several different markets. The VHA received five denial letters. The Authority had a rough couple years with some health scare situations. The Authority will look at this again in 2 years and hopefully have a better experience next time.

Old Business: Mrs. Jones stated the Authority has been talking about RAD for quite some time now. Rick Ginnetti will give the Board an update on RAD. In addition, will discuss each of the Authority's developments and how we see redevelopment happening in connection with the Bond the Authority has to pay off. Mr. Ginnetti will also discuss the scattered site disposition process and its status.

Mr. Ginnetti stated the Authority had submitted RAD applications for Parkview and Tarkiln. The numbers were rerun for feasibility. Parkview has a clean path for RAD. Converting Parkview to RAD will only change its funding. It will not be considered public housing, but would still be subsidized and converted to a Section 8 platform for its funding. There would not be any change its units or changes in eligibility or preference criteria. After one year the tenants can request to be placed on the tenant based Section 8 waitlist with a preference that moves them up to the top. When vouchers are available they can move and/or port out of the area. Mr. Gabage asked if a tenant after one year who receives a Section 8 voucher to move, does the project based voucher still exist? Mr. Ginnetti said the project based voucher still exists and is attached to the unit. A significant amendment in the Authority's annual plan is required. A meeting was held with the Resident Advisory Board as required. The RAD conversion for Parkview will require a property condition assessment, environmental review as well as signed amendment. HUD would like a Financial Plan (Model) by January 15, 2016. Closing should take place November/December 2016. Eventually Parkview will become a separate entity and stand alone as a project. There was a discussion on what type of separate entity it could become. Eventually Parkview should be placed on pilot agreement with the City.

The balance on the Bond is approximately \$3.8 million. A percentage of the Authority's capital funds goes towards paying off the bond. Discussion on the various properties in terms of paying back the Bond.

A physical needs assessment conducted in 2013 for the Scattered Sites indicated \$3.7 million would be needed over the next 20 years to maintain them and this does not include wells or septic systems. It is impossible to maintain these properties under housing authority control for the next 20 years. It would require putting all the capital fund money into the scattered sites. HUD views the scattered sites as a housing complex, but in reality it is not. The Authority is in the process of applying for a disposition plan for the scattered site homes. These houses could be very marketable and can be sold. Mr. Ginnetti discussed the various steps in the disposition process such as HUD approval, consultation with residents as well as Mayor and city officials, appraisals on all the homes, Tenant Council to be formed, offer all 72 homes to Board keeping it as affordable housing and offering homes to individual residents.

A portion of the funds from the homes being sold will be used toward relocation assistance for the residents and can take care of the Bond issue as well as assist in making necessary repairs and upkeep with other properties. Mr. Ginnetti discussed the preliminary timeline of the disposition process. A resident meeting was held last week with 42 residents represented.

Mrs. Jones stated the VHA will continue to meet with the residents and form a resident council. The residents will be involved in developing the relocation plan. Appraisals on the homes will begin shortly. The relocation plan should be ready to be submitted to HUD in April/May 2016. It will take approximately 9-12 months for HUD to approve and another 3-4 months of implementation. Overall the disposition process can take 24-36 month to several years.

New Business: None.

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

Resolution #2015-50
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$580,465.37. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-51
Resolution Authorizing Expenditures with Homeownership Funds for Appraisals of Scattered Site Home Projects

Mrs. Jones explained the appraisals for the scattered site homes were approved last month, but the resolution did not indicate where the funds would come from for the payment of the appraisals. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-51. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-52
Resolution Authorizing Contracts with National Contract Vendors

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-52. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-53
Resolution Authorizing Contracts with State Contract Vendors

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-53. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-54
Resolution Approving Utility Allowances

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-54. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-55

Resolution Authorizing Revisions to Community Service & Self Sufficiency Requirement Policies and Procedure

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-55. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(No)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2015-56

Resolution Approving Significant Amendment to the Annual Plan

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-56. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-57

Resolution Authorizing to Execute a Choice Mobility Letter Agreement with the Buena Housing Authority

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-57. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-58
Void Checks not presented for Payment

Ms. Hughes explained this resolution is for checks that are over a year old that have not been presented to the bank for payment. Board approval is needed for the VHA to write them off for its year end closing. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-58. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-59
Accounts Receivable Decead as Uncollectible

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-59. A motion was made by Commissioner Cartagena; seconded by Commissioner Fiocchi. The following vote was taken:

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

Chairman Ruiz-Mesa asked for comments from the press and/or public. A resident of Vineland residing at 769 S. West Avenue which is near Tarkiln Acres. The VHA does not own the property where she resides. There are two sewers that are causing severe flooding on her property. It is causing destruction to her property. She passed pictures of the damage. The VHA has not made any modifications and is not responsible for the sewers or any work that may have been done to them. Mr. Chapman suggested she try contacting the Landis Sewerage Authority. There was a brief discussion regarding the stream near her property, which is dictated by a whole host of different entities in the State of NJ. The resident thanked the Board for their time.

Resolution #2015-60
Executive Session

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-60. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

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

The Regular Meeting closed for Executive Session at 8:21 p.m.

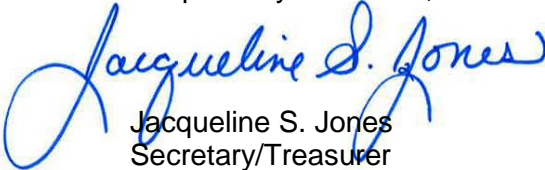
The Regular Meeting reopened at 8:40 p.m.

Mr. Gabage stated the Board is out of Executive Session.

Chairman Ruiz-Mesa asked for comments from any Board Members.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 8:41 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer