

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, October 20, 2016**  
**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 20, 2016, 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 Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	
Commissioner Brian Asselta	
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 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 15, 2016. A motion was made by Commissioner Asselta and seconded by Commissioner Peretti. The following vote was taken:

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

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, 2016. Mrs. Jones stated there are some adjustments that need to be made to these year-end financial statements. Financial Report was further discussed.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported the VHA is waiting for Washington to decide on the appropriations for its funding for next year. The Authority will continue to be funded under a continuing resolution until it's resolved. The Authority anticipates the operating subsidy will be about the same as this year.

The Authority is still looking into the Rental Assistance Program (RAD) for some of the VHA's properties as discussed previously. As more properties in New Jersey are converting to RAD, the VHA is learning other ways of possibly refinancing the Capital Fund Financing Program bond to be able to convert to RAD.

The VHA will start looking at redeveloping D'Orazio Terrace, which will probably require 9% tax credits. The VHA will be working with Rick Ginnetti the Authority's consultant in the next couple of months and will bring back to the Board some suggestions for redeveloping D'Orazio.

The Authority had its Real Estate Assessment Centers (REAC) inspection on the authority's properties. The VHA received a satisfactory score. Mrs. Jones has one item in for an appeal to attempt to gain back a couple of points. Mrs. Jones briefly discussed the inspections. The VHA scored close to an 80 on its inspections.

Mr. Asselta asked if all the subs were paid up on the Melrose Court project. Mrs. Jones indicated yes, but we are still in the process of closing out the project with HMFA. Part of this process is receiving the sign offs from the subs. The contractor is having a difficult time obtaining the sign offs from a few vendors because they cannot find them. Typically, if a sub is not paid we would know or hear about it. As far as the Authority knows all the subs have been paid. Getting the documentation to HMFA to close out the project is another step.

**Old Business:** None.

**New Business:** None.

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

**Resolution #2016-53**  
**Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$901,703.47. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

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

**Resolution #2016-54**  
**Authorizing Contracts with National Contract Vendors**

Mrs. Jones explained the National & State Contract vendors are a list of vendors the Authority utilizes under the National and State contracts for purchases. These resolutions update the lists. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-54. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

**Resolution #2016-55**  
**Authorizing Contracts with State Contract Vendors**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-55. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

**Resolution #2016-56**  
**Resolution Approving Current Utility Allowance Schedule**

Mrs. Jones explained the Utility Allowance Schedule is used to calculate resident's rent based on the type of utilities the residents will be paying. These schedules are published once a year and the Authority adopts these schedules for use, which are the NJ averages. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-56. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

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

**Resolution #2016-57**  
**Resolution Voiding Checks not present for payment as of September 30, 2016**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-57. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

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

**Resolution #2016-58**  
**Accounts Receivable Decried as Uncollectible**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-58. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

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

**Resolution #2016-59**  
**Resolution Approving the Revision of 2015 Capital Fund Budget**

Mrs. Jones explained this budget was approved last month for changing the management improvement and administration line item amounts. This month we are making changes to the site improvement and dwelling structures line items. Bottom line is the total budget amount is not changing, the amounts in the category are being changed. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-59. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The following vote was taken:

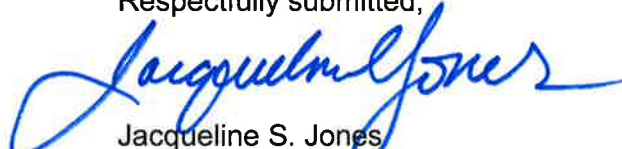
Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

Chairman Ruiz-Mesa asked for comments from the Commissioners, press and/or public. No comments.

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 7:25 p.m.

Respectfully submitted,

  
Jacqueline S. Jones  
Secretary/Treasurer