

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, March 16, 2017
7:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Vice Chairman Chris Chapman on Thursday, March 16, 2017, 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	<i>(Absent)</i>
Commissioner Nicholas Fiocchi	
Commissioner Alexis Cartagena	
Commissioner Daniel Peretti	
Commissioner Brian Asselta	
Chairman Mario Ruiz-Mesa	<i>(Absent)</i>

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.

Vice Chairman Chapman read the Sunshine Law.

Vice Chairman Chapman entertained a motion to approve the minutes of the Regular Meeting held on February 16, 2017. Tabled for next month.

Vice Chairman Chapman called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the five months ended February 28, 2017. Mrs. Jones indicated for a few months now it has been said that the Capital Fund money has not been drawn down yet because we do not want to draw it in until we need it. That Authority has 2015 Capital Fund money for operations that has been budgeted. These funds must be drawn down as the deadline is approaching for their disbursement. About \$90,000 will be drawn down after the approval of the updated Capital Fund budget, which is in the resolution section for board consideration. The Capital Fund 2016 funds are not drawn down yet and once the budget in Washington is settled the 2017 Capital Fund money will be allocated.

Vice Chairman Chapman requested the Executive Administrative Report. Mrs. Jones reported the preliminary HUD budget was released today from the new administration with a \$6.3 million dollar cut to HUD areas, which is about a 13% reduction. This is the proposed amount. There is a lot of funding moving towards defense spending. There will probably be some cuts and it is rumored to be around the 2013 funding levels. It is also anticipated that Section 8 vouchers will not be fully funded. The VHA is currently using its HAP funds up to 99%.

There is a lot of activity going on with Parkview, Asselta and Tarkiln in regards to the Rental Demonstration Program (RAD). This will be a busy quick process if they are settled this year. The VHA will have to pay off part of the Bond to make RAD work and the VHA is in communication with lender, Capital Bank of New Jersey in Vineland who is preliminarily willing to partner to finance this project.

The financial statement and audit for the year-ending 2016 for Melrose Court was provided in the Board Packet email. Things are going well at Melrose. Once the tax return is finished, the cash flow will be reviewed and the extra cash will be used to pay development fees and loan payments to the VHA.

Committee Reports: None.

Old Business: None.

New Business: None.

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

Resolution #2017-10
Resolution to Approve Monthly Expenses

Vice Chairman Chapman stated he reviewed all the bills and recommended payment in the sum of \$882,097.12. 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 Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2017-11
Resolution to Dispose of Electric Metering Equipment

Mrs. Jones reported this is electric metering equipment the Authority owned for many years. The Authority is changing the metering equipment because it will be moving towards tenant paid utilities. Vice Chairman Chapman called for a motion to approve Resolution #2017-11. 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	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2017-12
Resolution Awarding Contract for Rental Assistance Demonstration (RAD) Property Condition Assessment (PCA) at Asselta Acres and Tarkiln Acres

Mrs. Jones explained this is another step in the process to move forward toward the Rental Assistance Demonstration program. An RPCA is a RAD physical condition assessment. This is required by HUD to put together the financial package for application approval. Vice Chairman Chapman called for a motion to approve Resolution #2017-12. 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	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)

Resolution #2017-13
Resolution Approving the Revision of the 2015 Capital Fund Budget

Mrs. Jones stated in her report that the VHA is decreasing the Operation's line, decreasing the fees/cost line and increasing dwelling/structures line. The Authority needs to either draw down or obligate these line items so they are being moved around to where the funds are needed. Vice Chairman Chapman called for a motion to approve Resolution #2017-13. 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	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

There is no need for Executive Session tonight.

Vice Chairman Chapman asked for comments from the Commissioners, press and/or public. No comments.

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 Cartagena. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:11 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer