

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, May 18, 2017
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, May 18, 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	(Absent)
Commissioner Rudolph Luisi	
Commissioner Nicholas Fiocchi	
Commissioner Alexis Cartagena	
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, and Dan Avena and Linda Cavallo – Accountants.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on April 20, 2017. A motion was made by Commissioner Fiocchi and seconded by Commissioner Cartagena. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Absent)
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 seven months ended April 30, 2017.

Chairman Ruiz Mesa requested the Executive Administrative Report. Mrs. Jones briefly discussed the HUD budget written in her report as well as the Section 8 voucher funding. The funding is unknown at this point. As discussed last month, the VHA is heading towards a shortfall which means it will not have enough money through December 31 to pay for all of the HAP commitments. The VHA is currently working with a shortfall team at HUD to be eligible for shortfall funding should it become available. In the event there is not enough funding for HAP contracts through December 31, the Authority must have a plan on how to terminate assistance. Mrs. Jones explained the plan to be passed via resolution. Mrs. Jones feels confident that VHA will not have to terminate anyone, but the VHA needs to have the plan in place just in case.

Mrs. Jones stated there is a resolution this evening to replace the trash compactors at Kidston & Olivio Towers. The Kidston's compactor is unrepairable. This will take a few months due to fabrication. Since they are being

fabricated they are being made so that the CCIA can pick up this trash. Currently a private contractor is picking up the trash at these locations because the CCIA cannot pick up the current bins due to the way they are manufactured. This will save the Authority money in the long run. There is also a resolution tonight for additional concrete replacement, which was discussed a couple of months ago. The concrete repairs are for curbs or certain pads that have cracked. This is important for REAC inspections coming up towards the end of the year.

The Scattered Site Disposition application is in process and is at the Special Application Center also known as SAC. This process is expected to take several months.

Regarding the Rental Assistance Demonstration (RAD) Program, Mrs. Jones indicated there is a resolution tonight to agree to a term sheet that Capital Bank has offered to finance the Tarkiln Acres and Asselta Acres portion of this project for RAD conversion. Parkview does not require any financing. Tarkiln and Asselta require financing to pay off the bond, to pay for loan fees and for the reserves that are required under RAD. There is an \$8,000 deposit that is required to solidify this agreement. Mr. Ginnetti, the VHA's consultant did shop this deal in regards to interest rate and conditions of the term sheet. This was the most favorable one the VHA could secure. The key issue is concerning the deposit which is listed as nonrefundable in the term sheet, but there is a couple of conditions where it is refundable. There are a lot of steps that have to be taken to get to "closing". If the VHA does not try to do convert to RAD, it will be subject to the constant unknowns regarding operating subsidy each year. Gabage added that he reviewed the documents and his comments were reviewed with Rick Ginnetti, but the bottom line there is nothing that is unfavorable to the housing authority.

Mrs. Jones reported things are good at Melrose Court. The numbers are very good as far as the net income. The Federal Home Loan funds came through with the applied for funds in the amount of \$263,500. Melrose is in line to get the third tax credit contribution. The project is finally getting some cash and will start to pay back some of the housing authority loan. The development fees are coming in and the VHDC will have funds as well.

Mrs. Jones stated the Violence Against Women Act (VAWA) was a policy that was passed many years ago and it has been amended in the past few years. VAWA states that you can't evict people that are victims of violence. The most recent change is the VHA has to develop an emergency transfer policy if a resident was in immediate danger in their unit. A resolution for this amendment will require approval this evening.

Mrs. Jones stated Ocean City Housing Authority (OCHA) was discussed in January. The OCHA Executive Director contract with the Brick Housing Authority was terminated recently. OCHA would like the VHA to manage the OCHA on an interim basis at an annual rate of \$58,500, which will be paid monthly. The OCHA may issue an RFP at a later date or because it is a shared services they may request quotations from other housing authorities or management companies. There is a resolution this evening for the approval of managing the OCHA on an interim basis. Mr. Gabage wanted to disclose that he is the solicitor for the OCHA and the Avena's are the accountants for the OCHA.

Committee Reports: None.

Old Business: None.

New Business: None.

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

Resolution #2017-21
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$902,864.34. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Cartagena; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2017-22

Resolution to Award Contract for Concrete Repairs

Chairman Ruiz-Mesa called for a motion to award contract for concrete repairs to Medio Construction. A motion was made by Commissioner Luisi; seconded by Commissioner Cartagena. The following vote was taken:

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

Resolution #2017-23

**Resolution Authorizing Expenditures with Capital Funds
for Purchasing Trash Compactor(s) (Advanced Enviro Systems)**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-23. A motion was made by Commissioner Fiocchi; seconded by Commissioner Cartagena. The following vote was taken:

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

Resolution #2017-24

**Resolution to Amend the Section 8 Housing Choice Voucher
Administrative Plan – Termination Policy**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-24. A motion was made by Commissioner Fiocchi; seconded by Commissioner Cartagena. The following vote was taken:

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

Resolution #2017-25

Resolution Establishing Amendment to Violence Against Women Act Policy (VAWA)

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-25. A motion was made by Commissioner Luisi; seconded by Commissioner Cartagena. The following vote was taken:

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

Resolution #2017-26

Resolution to Approve Initial Loan Commitment Fee to Capital Bank of New Jersey for the Rental Assistance Demonstration (RAD) for Tarkiln Acres and Asselta Acres

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-26. A motion was made by Commissioner Fiocchi; seconded by Commissioner Cartagena. The following vote was taken:

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

Resolution #2017-27

Resolution for the Intention of Providing Interim Management Services to the Ocean City Housing Authority

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-27. A motion was made by Commissioner Fiocchi; seconded by Commissioner Luisi. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Absent)
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.

Mrs. Jones spoke in regards to Vineland Housing Authority email addresses for all the commissioners. Mr. Gabage stated that there a couple of government watch dogs that look very closely at housing authorities. Emails that the commissioners may have that relate to the housing authority coming from the VHA Administration or amongst the commissioners must be preserved. Mrs. Jones stated that Ron Miller moved forward and set up email address for all the commissioners. All commissioners were provided with their VHA email address and

how to access it. Board packets can be sent to this email address as well as any other communication. Mr. Gabage's recommendation is to use the VHA emails for the commissioners going forward.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Fiocchi; 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 7:40 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Jacqueline S. Jones". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

Jacqueline S. Jones
Secretary/Treasurer