

**THE HOUSING AUTHORITY OF THE CITY OF JERSEY CITY
BOARD OF COMMISSIONERS MEETING MINUTES**

March 2, 2016

Attendees

Vice-Chair Reginald Jones
Commissioner Aneesah Abdullah
Commissioner Hector Fuentes
Commissioner Freddie Kitchens
Commissioner Thomas Kukla
Counsel Mitchell Pasqual, Esquire
Marvin L. Walton, Executive Director/Secretary to the Board
Carmen Carrillo, Assistant Secretary to the Board
Eileen Ingram-Willis, In-House Legal Counsel
Joyce Worthington, Director Dept. of Compliance & Technical Support
Kenneth Pinnock, Director of Purchasing
Samuel Moolayli, Chief Financial Officer
Steven Cea, Director of Deveelopment & Design
Vicki Guingon, Human Resources
Nehru Nadella, Director of Information Technology
Allison Ford, Manager, Booker T. Washington
Patricia Madison, Deputy Executive Director – Absent
Patricia Ramirez, Director of Section 8
Monise Princilus, Director of Human Resources

Chairman Raj Mukherji, Absent

Vice Chair Jones called the regularly scheduled meeting of the Board of Commissioners of the Housing Authority of the City of Jersey City to order at 6:00 p.m. on Wednesday, March 2, 2016 at 400 US Highway #1 (Marion Gardens), Jersey City, New Jersey. He acknowledged that the necessary notices had been published and posted. A quorum is present.

Public Participation

Robin Stewart – Trustee – Resident - Booker T. Washington – Requested an update on the new boilers and the status of the chair-lift for seniors/disabled. She stated that there was no hot water at the facility as well as the continuing mice issues in the complex and and the under staffing of workers at Booker T.

Items for Approval

Vice Chair Jones requested a motion on Resolution #1, closed caucus in which Commissioner Abdullah made the motion and Commissioner Kitchens seconded. Close Caucus commenced at 6:16 and ended at 6:32. Regular board meeting resume at 6:34 p.m. in which Vice Chair Jones requested a motion to place Resolution 2 thru 11 onto a consent agenda, at which time Commissioner Abdullah made the motion and Commissioner Fuentes seconded the motion. A final motion was made by Vice Chair Jones for the approval of Resolutions 2 thru 11 on the consent agenda which was read for the record. Commissioner Abdullah made the motion and Commissioner Kukla seconded. The consent agenda was open for questions or comments or discussion. Being no further discussion, it was close by unanimous consent. The motion was carried and Resolutions 2 thru 11 were approved for a vote as a group. Vice Chair Jones stated that this concluded the public portion of this evening's meeting being no discussion meeting was adjourn.

RESOLUTIONS – March 2, 2016

- ITEM #1:** RESOLUTION AUTHORIZING A CLOSED CAUCUS REGARDING PERSONNEL MATTERS, LITIGATION AND GRANT STRATEGY.
- ITEM #2:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING FEBRUARY 2016.
- ITEM #3:** RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF JERSEY CITY APPROVING ACCOUNTS PAYABLE FOR THE MONTH OF MARCH 2016.
- ITEM #4:** RESOLUTION AUTHORIZING THE BOARD OF COMMISSIONERS APPROVE THE PROJECTED FISCAL YEAR 2017 OPERATING BUDGET FOR THE ASSET MANAGEMENT PROJECTS (AMPs), THE CENTRAL OFFICE COST CENTER (COCC) AND THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM (HCVP).
- ITEM #5:** RESOLUTION AUTHORIZING THE APPROVAL OF JCHA'S FY 2017 ANNUAL OPERATING AND CAPITAL BUDGETS FOR THE SUBMISSION TO NJ DIVISION OF LOCAL GOVERNMENT SERVICES.
- ITEM #6:** RESOLUTION AUTHORIZING THE EXECUTION OF AN INTER-LOCAL AGREEMENT BETWEEN THE JERSEY CITY HOUSING AUTHORITY (JCHA) AND THE UNITED WAY OF HUDSON COUNTY FOR THE JCHA TO CONTINUE TO CONDUCT HOUSING QUALITY STANDARD (HQS) INSPECTIONS FOR THE COLLABORATIVE SOLUTIONS PROGRAM.
- ITEM #7:** RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO CHASAN LEYNER & LAMPARELLO, P.C. AND TO FLORIO KENNY RAVAL FOR LEGAL SERVICES: GENERAL COUNSEL.
- ITEM #8:** RESOLUTION RE-AUTHORIZING THE PURCHASING AGENT OF THE JERSEY CITY HOUSING AUTHORITY ("JCHA") TO UTILIZE VARIOUS PROCUREMENT METHODS AND PROCEDURES IN ACCORDANCE WITH NEW JERSEY LOCAL PUBLIC CONTRACTS LAW REQUIREMENTS FOR THE PERIOD OF APRIL 1, 2016 THROUGH MARCH 31, 2017.
- ITEM #9:** RESOLUTION AUTHORIZING AN INCREASE TO THE CONTRACT MAXIMUM AND EXECUTION OF THE TERM OPTION CLAUSE TO EASTGATE CONSTRUCTION COMPANY, INC. FOR ROOF REPAIR & MAINTENANCE SERVICE "AS NEEDED" FOR ALL JCHA OWNED DEVELOPMENTS FOR A PERIOD OF TWO (2) YEARS IN ONE (1) YEAR INCREMENTS.
- ITEM #10:** RESOLUTION AUTHORIZING PAYMENT TO MCCORMACK BARON & ASSOCIATES, INC. FOR REIMBURSEMENT OF FEES AND COSTS ASSESSED BY THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR SITE REMEDIATION AND OVERSIGHT OF THE LAFAYETTE VILLAGE MIXED FINANCE DEVELOPMENT.
- ITEM #11:** RESOLUTION AUTHORIZING OFFICIAL TRAVEL BY JCHA BOARD OF COMMISSIONERS AND STAFF TO ATTEND DESIGNATED TRAINING WORKSHOPS AND CONFERENCES.

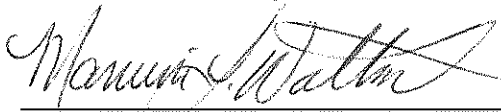
Executive Director's Matters of Information:

- The next Board meeting is scheduled for Wednesday, April 6, 2016.
 - The March 2016 Community Meeting Calendar has been published and I will be attending this month's community meetings as I do quarterly.
 - On February 25th the JCHA and Tenant Affairs Board in partnership with the Recreation Department had a kick-off for a Teen Mentoring Program for Girls ages 12-17 to take place at Curries Woods Development. This six week program is open to all teen girls city-wide.
 - As of today, the vacancy turnover project stands at 67 completed units of the 178 vacant units the JCHA had across the portfolio as of 11/5/2015. This equates to 38.0% units.
 - Saint Peter's University Center for After School and Expanded Learning Department requested to partner with the JCHA & the Tenant Affairs Board to submit a grant application to the Department of Education to implement its 21st Century Community Learning Center (CLC) program at each of the JCHA five (5) family sites. This is an after school program and is under the direction of Dr. Elnardo J. Webster, Sr., former Superintendent of the Roselle Public School District.
 - The JCHA completed an updated Physical Needs Assessment (PNA) which is required by HUD to be conducted every five (5) years. The PNA has revealed that the total capital improvement needs across the JCHA portfolio is \$178.4M. A copy of this report is provided in your board material and has been shared with the Tenant Affairs Board.
 - JCHA Capital Funding for CY2016 is \$4.2M which is up from \$3.8M in CY2015.
 - As a follow-up from the February 3rd 2016 Board meeting, a report updating the Board on the actions presented during the Public participation portion of the meeting is included in the Board material and has been provided to those present at tonight's meeting.
- I would like to bring particular attention to one (1) item presented by Lorraine Pitts, resident at the Berry Gardens Complex.

- She voiced her concerns of a shortage of maintenance workers and supplies, a lack heat at the property, elevators not working properly causing handicap & seniors to miss medical appointments as well as she mentioned that a petition was signed and submitted to the Executive Director requesting to keep their Asset Manager Ms. Loranett George at the Complex and not move her to another site. I would like to provide an update on the heating issue:
- I personally visited the site on Friday, 5th and went to Ms. Pitts apartment. During my visit to her unit, the outside temperature was 54 degrees and the unit was warm. However, she stated that when the outside temp is below 30 degrees, it gets very cold in her unit as well as other units in buildings 72 and 82 Danforth. On Tuesday, February 9th, the JCHA heating team visiting the two building and discovered that 38 apartments had missing heating elements from the baseboard pipe as shown in the attached picture. This problem has existed for the last 14 years and was probably like this when the building was acquired by the JCHA. Clamp-on heating elements have been tested in Ms. Pitt's apartment and worked properly. Additional elements have been order for the other 38 units to fix the heating problem.
- This concludes the matter of information.

Adjournment

There being no further business to come before the Board of Commissioners, Vice Chair Jones asked for a motion to adjourn the regular meeting. Commissioner Kitchens moved and Commissioner Abdullah seconded. Whereupon, the motion was unanimously carried and the meeting adjourned at 7:01 pm.



Marvin L. Walton, Executive Director
Secretary to the Board