

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

October 5, 2016

Attendees

Chairman Raj Mukherji – Late Arrival 6:15 p.m.
Vice Chairman Reginald Jones
Commissioner Aneesah Abdullah
Commissioner Hector Fuentes
Commissioner Freddie Kitchens
Commissioner Thomas Kukla
Counsel Joe Garcia, Esquire
Marvin L. Walton, Executive Director/Secretary to the Board
Carmen Carrillo, Assistant Secretary to the Board
Samuel Moolayil, Chief Financial Officer
Patricia Madison, Deputy Executive Director - Absent
Eilleen Ingram-Willis – In-house Counsel
Steven Cea, Director of Development & Design
Nehru Nedella, Director of IT
Kenneth Pinnock, Director of Purchasing
Jill Corin, Director of Compliance
Patricia Ramirez, Director of Section 8
Monise Princilus, Director of Human Resources

Vice Chairman Jones called the 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, October 5, 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

There were no public speakers at this time.

Items for Approval

Vice Chairman Jones requested a motion on Resolution #1, closed caucus to be moved till the end of meeting. Commissioner Kitchens made the motion and Commissioner Abdullah seconded. Vice Chairman Jones also read Resolution #2, acceptance of the previous minutes from September 7, 2016, in which Commissioner Fuentes & Chairman Mukherji were not present therefore they could not vote on the minutes. A motion was made by Commissioner Kitchens and was seconded by Commissioner Abdullah; Kukla and Jones approved the final vote as well. A motion was made Vice Chairman Jones to place Resolutions 3 thru 13 onto a consent agenda, at which time Commissioner Kitchens made the motion and Commissioner Abdullah seconded the motion. A final motion was made by Vice Chairman Jones for the approval of Resolutions 3 thru 13 on the consent agenda which was read for the record. Commissioner Abdullah made the motion and Commissioner Kitchens seconded. The consent agenda was open for questions/comments or discussion. Being no further discussion, it was close by unanimous consent. The motion was carried and Resolutions 3 thru 13 were approved for a vote as a group. At that present time Chairman Mukherji walked into the meeting at 6:15 to introduce Matters of Information in which Executive Director Marvin Walton read his report. Once concluded, matters of information was closed and Mr. Walton presented Mr. Richard Larson auditor for Fallon & Larsen LLP who presented a Financial & Compliance Audit for the fye March 31, 2016. Upon Mr. Larson ending his presentation Resolution #14 was read by Chairman Mukherji and a motion was made by Commissioner Abdullah and seconded by Vice Chairman Jones. Chairman Mukherji also requested a final vote on closed caucus which was placed at the end of the meeting. Commissioner Kitchens made the motion and

Commissioner Abdullah seconded. Chairman Mukherji stated that this concluded the public portion of the evening's meeting, being no discussion meeting was adjourn.

RESOLUTIONS – October 5, 2016

<u>ITEM #1:</u>	RESOLUTION AUTHORIZING A CLOSED CAUCUS REGARDING PERSONNEL MATTERS, LITIGATION AND GRANT STRATEGY.
<u>ITEM #2:</u>	RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING SEPTEMBER 2016.
<u>ITEM #3:</u>	RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF JERSEY CITY APPROVING ACCOUNTS PAYABLE FOR THE MONTH OF OCTOBER 2016.
<u>ITEM #4:</u>	RESOLUTION CONFIRMING THE REVISED FLAT RENT SCHEDULE FOR JCHA PUBLIC HOUSING DEVELOPMENTS PURSUANT TO U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT REGULATIONS.
<u>ITEM #5:</u>	RESOLUTION RATIFYING THE ADOPTION OF THE NEW FY2017 "FAIR MARKET RENTS" AND REVISING THE PAYMENT STANDARDS (MAXIMUM RENT LIMITS) FOR THE HOUSING CHOICE VOUCHER (SECTION 8) PROGRAM.
<u>ITEM #6:</u>	RESOLUTION AUTHORIZING THE RENEWAL OF A MEMORANDUM OF UNDERSTANDING WITH GARDEN STATE EPISCOPAL (GSECDC) TO PROVIDE HOUSING AND SUPPORTIVE SERVICES UNDER THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S FINALLY HOME 1 AND 11 PROJECTS.
<u>ITEM #7:</u>	RESOLUTION AUTHORIZING EXECUTION OF THE TERM OPTION CLAUSE TO DUNCAN HARDWARE FOR THE FURNISHING AND DELIVERY OF PLUMBING SUPPLIES FOR ALL JCHA DEVELOPMENTS "MONTHLY" FOR A PERIOD OF ONE (1) YEAR.
<u>ITEM #8:</u>	RESOLUTION AUTHORIZING EXECUTION OF THE TERM OPTION CLAUSE TO CITY ELECTRIC SUPPLY LLC FOR THE FURNISHING AND DELIVERY OF ELECTRICAL SUPPLIES FOR ALL JCHA DEVELOPMENTS "MONTHLY" FOR A PERIOD OF ONE (1) YEAR.
<u>ITEM #9:</u>	RESOLUTION AUTHORIZING EXECUTION OF THE TERM OPTION CLAUSE TO INDEPENDENT HARDWARE INC FOR THE FURNISHING AND DELIVERY OF DOOR HARDWARE FOR ALL JCHA DEVELOPMENTS "MONTHLY" FOR A PERIOD OF ONE (1) YEAR.
<u>ITEM #10:</u>	RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO LEVITT LLC FOR FURNISHING & DELIVERY OF ICE MELTING MATERIALS FOR ALL JCHA DEVELOPMENTS FOR A PERIOD OF SIX (6) MONTHS.
<u>ITEM #11:</u>	RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO PETROLEUM TRADERS CORPORATION FOR THE FURNISHING AND DELIVERY OF #2 FUEL OIL "AS NEEDED" FOR MARION GARDENS FOR A PERIOD OF ONE (1) YEAR WITH OPTION FOR ADDITIONAL YEAR.
<u>ITEM #12:</u>	RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO B & B EXCAVATING FOR EMERGENCY SEWER LINE REPAIR AT HOLLAND GARDENS, BUILDING 1.
<u>ITEM #13:</u>	RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO BEUCLER TREE SERVICES LLC FOR AERIAL TRUCK RENTAL SERVICE FOR ALL JCHA OWNED DEVELOPMENTS FOR A PERIOD OF TWO YEARS WITH OPTION FOR AN ADDITIONAL TWO (2) YEARS.
<u>ITEM #14:</u>	RESOLUTION CERTIFYING JCHA BOARD OF COMMISSIONERS REVIEW OF THE FISCAL AND COMPLIANCE AUDIT REPORT FOR THE YEAR ENDING MARCH 31, 2016.

Executive Director's Matters of Information:

- The next Board meeting is scheduled for Wednesday, November 9, 2016.
- The October 2016 Community Meeting Calendar has been published.
- As of Friday, September 30th, the vacancy turnover project is completed. A total of 177 vacant units across the JCHA Public Housing portfolio have been rehabbed and the units are in the process of being leased-up.
- The Boiler Project at BTW is on schedule to be fully operational as planned.
- The JCHA received a letter from HUD advising that the Public Housing Assessment System (PHAS) score and designation for the JCHA for fiscal year ending 03/31/2016. Our score is 68/100 yielding a passing score however, we received only 12/25 for the Management component which gives us a status of: **Substandard- Management**. This is largely due to our occupancy level at 85.3% and HUD mandates a 96.0% level. Occupancy is a high priority for the JCHA and we should see major improvement over the next several months.
- The JCHA received two (2) certificates of recognition from the Housing Authority Insurance (HAI) Group:
 - Outstanding Risk Control Program Award
 - Low Loss Ratio Award
- The JCHA had it Five (5) Strategic Plan Kick-Off Session on Wednesday, September 14th, staff and stakeholders were present at the meeting and were briefed by consultants on what to expect during the initial six (6) month of this process. We have contracted with the Bronner Group LLC to facilitate the strategic planning process.
 - As a part of this process, JCHA employee will take part in an agency-wide electronic survey to test the climate of the workplace. JCHA Vendors, Voucher Holders and landlords will also receive an electronic satisfaction survey.
 - Public Housing Residents will take part in the process by participating in a **Resident Town Hall Meeting** scheduled for Wednesday, October 12th with the consultants to solicit their input for the Strategic Plan. (*Flyer for this event is in your board packets.*)
 - The First Strategic Plan Retreat is scheduled for Thursday & Friday of next week.

- I would now like to turn the floor over to Mr. Richard Larsen of Fallon & Larsen LLP the JCHA Independent Auditors to provide an overview of our Financial Audit for Fiscal Year ending March 31, 2016.

That concludes the matters of information.

Adjournment

There being no further business to come before the Board of Commissioners, Chairman Mukherji asked to adjourn the meeting calling for a roll call. Whereupon, the motion was unanimously carried and the meeting adjourned at 6:35 p.m. However, close caucus commenced at 6:38 p.m. and ended at 7:00 p.m.



Marvin L. Walton, Executive Director
Secretary to the Board