

Housing Authority of the City of Ocean City

**Regular Board of Commissioner Meeting Minutes
September 17, 2019 – 5:00 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held on September 17, 2019, at 5:00 p.m. at the Administrative Offices – 204 4th Street, Ocean City, New Jersey 08226.

The meeting was called to order by Chairman Barr. Chairman Barr requested everyone to rise for the Pledge of Allegiance.

Chairman Barr read the Sunshine Law.

Upon roll call those present were:

Commissioner Robert Halliday
Commissioner Patrick Mumman
Commissioner Beverly McCall
Commissioner Robert Henry
Commissioner Patricia Jackson *(Absent)*
Commissioner Brian Broadley
Chairman Robert Barr

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Ron Miller, Assistant Asset Manager – Operations, Charles W. Gabage, Esquire – Solicitor and Linda Cavallo – Accountant.

Chairman Barr stated he needed to rescind his vote from last month on Resolution #2019-36 regarding the Shared Services Agreement. For the record, he is changing his vote to an abstention. He voted on the agreement and he is also on City Council therefore, he should have abstained.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from August 20, 2019. A motion was made by Commissioner McCall and seconded by Commissioner Broadley. The following vote was taken:

Commissioner Robert Halliday (Yes)
Commissioner Patrick Mumman (Yes)
Commissioner Beverly McCall (Yes)
Commissioner Robert Henry (Yes)
Commissioner Patricia Jackson (Absent)
Commissioner Brian Broadley (Yes)
Chairman Robert Barr (Yes)

Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the eleven months ended August 31, 2019. Motion to approve the Treasurer's Report made by Commissioner Halliday and seconded by Commissioner McCall. The following vote was taken:

Commissioner Robert Halliday (Yes)
Commissioner Patrick Mumman (Yes)
Commissioner Beverly McCall (Yes)
Commissioner Robert Henry (Yes)
Commissioner Patricia Jackson (Absent)
Commissioner Brian Broadley (Yes)
Chairman Robert Barr (Yes)

Executive Director’s Report

Mrs. Jones stated Rick Ginnetti is present tonight to update the Board on Speitel Manor and the RAD Conversion. She referred to her written report, which provided information on the Program of All Inclusive Care for the Elderly (PACE). Mrs. Jones stated Wendy Hughes was working with this company on a project in Vineland. It is a unique program and it is not in every county. It has been in Cape May county for the last 15 months or so. PACE is a Medicare program for older adults and people over age 55 living with disabilities. The program provides community-based care and services. The Authority will organize a time for a PACE presentation with light refreshments to introduce the program to the residents. The PACE program is operated by AtlantiCare LIFE Connection. Mrs. Jones stated there is some legislation currently in Congress to change this program to include everyone not just 55 and older. Nothing is required of the OCHA. The OCHA is just introducing the program to the residents. There are some income qualifications to be able to participate in the program.

HUD Newark Field Office came to visit the OCHA for a day last week. They came last year for a visit and wanted to come again this year. They discussed OCHA currently and what may be happening in the future. The one question they wanted to explore was why the OCHA’s PHAS score has dropped over the years. A PHAS score is assigned to housing authorities based on their operational activity. It is currently around a 68/69 and it was 84. The explanation for that is it is a financial indicator that took it down that low and it was because of the amount the OCHA owed the City. The reason it did not drop until 2017 is because the total amount owed to the City was not reported to the auditor and therefore was not reported to HUD. In 2017, the complete amount owed to the City was recorded for the 2016 and that is the time frame for the drop in the PHAS score. Now that OCHA has paid off the amount due the City, the score should start to come back up. The only problem is once a RAD application is filed the score is static. The OCHA will keep HUD informed of its activities and they may possibly come to groundbreaking/ribbon cutting ceremony.

With no further discussion, motion to accept the Executive Director’s Report made by Commissioner Mumman and seconded by Commissioner McCall. The following vote was taken:

- | | |
|-------------------------------|----------|
| Commissioner Robert Halliday | (Yes) |
| Commissioner Patrick Mumman | (Yes) |
| Commissioner Beverly McCall | (Yes) |
| Commissioner Robert Henry | (Yes) |
| Commissioner Patricia Jackson | (Absent) |
| Commissioner Brian Broadley | (Yes) |
| Chairman Robert Barr | (Yes) |

Committee Reports – None

Old Business – Update on redevelopment projects. Rick Ginnetti stated the OCHA is in its final stages of both HUD and HMFA review and approval process for funding. The OCHA is still on the HMFA agenda for September 26th board meeting for approval of the construction funds for Speitel Manor. There is a resolution tonight, which is authorizing the Executive Director to sign the remaining certifications and documents for the HMFA. If approved tonight the documents will be submitted tomorrow to the HMFA and the requirements for the mortgage commitment will be reached. The application will then go to the HMFA board for approval. After board approval, there is another packet of documents to be completed for closing, which includes more due diligence documents. The financial plan is the next submission to HUD for the RAD conversion, which is very similar to a mortgage document being submitted to HMFA and that it meets all the RAD requirements. The financial plan to HUD is a bit more complicated because that is where we combine Bayview and Speitel into one project. Mr. Ginnetti will write out the narratives and get everything submitted to HUD for the approval. Once the HMFA approves the Speitel funding on the 26th then it will need to get through the Governor’s veto period. Once it is through the veto period, the OCHA will receive an approval letter with an anticipated date of closing by February or March, which is the same timeframe in the works with the RAD Conversion with HUD. Both of these agencies may make it difficult because there is a lot of requirements to actually close on time, but the OCHA is going to work towards a close by February or March. The HUD side is a little harder and may delay things in terms of their review of the OCHA’s documentation. It is a complicated deal for HUD because of the combination of new construction with rehabilitation.

HMFA's loan is a mortgage, no payments, no interest and it disappears in 5 years according to the documents. No repayment as long as guidelines are followed and the OCHA has to maintain it has affordable housing during that time period as well as waiting list preferences. The OCHA has received two boosts from HUD on the RAD rents and is currently trying to get another one, which the Authority qualifies for. This bump is for the subsidized piece of what HUD pays. This will hopefully be approved with the financial plan.

New Business – None.

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

Resolution #2019-38
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$91,764.05. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated this is the last bill list for the fiscal year and payment for the PILOT fiscal year 9/30/2018, which will clear up the OCHA with the City for the PILOT. After the audit is complete for 2019 the 2019 PILOT will be paid. The bill list is higher due to the PILOT payment. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2019-39
Adopt 2019 – 2020 State Budget

Chairman Barr called for a motion to approve Resolution #2019-39. A motion was made by Commissioner Mumman; seconded by Commissioner McCall. Mrs. Jones stated this is the same budget that the Board approved previously. The procedure is the Board approves the budget, then it goes to the State and they approve it and then it is returned to the Authority for adoption of the budget. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2019-40
Award Accounting Services Contract

Chairman Barr called for a motion to approve Resolution #2019-40. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated there was only one response to the accounting services RFP from Linda M. Avena, CPA. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2019-41
Award Auditing Services Contract

Chairman Barr called for a motion to approve Resolution #2019-41. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated there as only one response to the auditing RFP from Ford, Scott & Associates, LLC. Commissioner Henry asked how many years this firm has been the auditor. They have been the auditor for the past 3 years. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2019-42
Award Legal Services Contract – General Counsel

Chairman Barr called for a motion to approve Resolution #2019-42. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones stated there were two RFP's for general counsel legal services. The committee is recommending Eisenstat, Gabage and Furman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2019-43
Award Consulting Services Contract

Chairman Barr called for a motion to approve Resolution #2019-43. A motion was made by Commissioner Mumman; seconded by Commissioner Broadley. Mrs. Jones stated there was only one response to the consultant services RFP and the recommendation is to award this to the Brooke Group. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2019-44
Authorizing the Executive Director to Execute and Submit an Updated Application to the New Jersey Housing and Mortgage Finance Agency (HMFA) and Execute Associated documents required by the HMFA for its Final Funding Approval

Chairman Barr called for a motion to approve Resolution #2019-44. A motion was made by Commissioner Halliday; seconded by Commissioner Halliday. Rick Ginnetti discussed this resolution during his presentation to the Board. The following vote was taken:

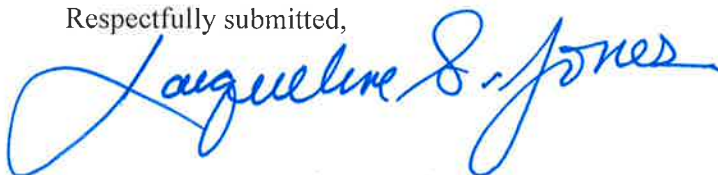
Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

No further comments from any Board Commissioners. Public Comments: No public present. Mr. Gabage stated he would like to thank the Board for his reappointment. He commended the Board, the Executive Director and her staff on the turn around of the OCHA. Commissioner Halliday thanked Mr. Gabage for his guidance and advice to the Authority. Chairman Barr thanked Mr. Gabage as well for his service and caring for the residents and the people.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Halliday; seconded by Commissioner Broadley. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:38 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer