

Housing Authority of the City of Ocean City

**Regular Board of Commissioner Meeting Minutes
December 17, 2019 – 5:05 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held on December 17, 2019, at 5:05 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.

Upon roll call those present were:

Commissioner Robert Halliday	
Commissioner Patrick Mumman	
Commissioner Beverly McCall	
Commissioner Robert Henry	
Commissioner Patricia Jackson	
Commissioner Brian Broadley	<i>(Absent)</i>
Chairman Robert Barr	

Chairman Barr read the Sunshine Law.

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

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from November 19, 2019. A motion was 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	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the two months ended November 30, 2019. Commissioner Halliday asked if the maintenance contract cost was a timing issued. Mrs. Jones answered yes and explained the October, November and December billing will be reflected in January. Motion to approve the Treasurer'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	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Executive Director’s Report

Mrs. Jones reported the RFPs for the Resident Wellness Program were received and there is a resolution this evening for a vote tonight. This will be further discussed in the resolution portion of the meeting.

Mrs. Jones briefly discussed the Continuing Resolution to keep the government funded and to avoid a shut down. The Authority hopes the Continuing Resolution stands, because if there is a government shut down the closing date for RAD will likely be delayed. Currently, the Authority has been funded through the middle of February.

Last month the Admissions and Occupancy Policy was discussed regarding an update. This will be further discussed in the resolution portion of the meeting.

There is also a resolution this evening for the Annual Plan – Significant Amendment. The Annual Plan was already done for the beginning of the October, but since there is a change in the vouchers that will be used for the Bayview Manor RAD Conversion, meaning 25% of those vouchers will be at fair market rent, the plan needed to reflect this change. This information was brought up today to the Peck Beach residents at a meeting held this morning. There was also a meeting with Bayview Manor residents at noon updating them on the renovations, timing and up-to-date details. The meeting was followed by a Holiday Party. Both meetings went well. The Authority will be meeting with the residents more often as this project progresses. In addition, there will be a lot of communication with residents regarding relocation to the new building and the process.

An evaluation of the waiting list has been conducted and the waiting list will be closed January 31, 2020. This will be advertised in the newspapers and will be posted on the window up front. Any applications received must be postmarked by January 31, 2020. The reason the Authority is closing the waiting list is because there is an adequate number of applications for the anticipated vacancies for approximately the next 18 months.

Mrs. Jones advised the Board she will be out of the country January 3rd through January 10th. She will be in touch via email.

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

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

Committee Reports – Chairman Barr requested a report from nomination committee. Commissioner Mumman as chair of the nominating committee announced the committee recently met and are recommending the nomination of Bob Barr as Chairperson of the Board and Scott Halliday as Vice Chairperson. By statute the Executive Director will continue to remain the Secretary/Treasurer of the Board.

The meeting was turned over to Mr. Gabage to handle the vote. Mr. Gabage stated he is going to consider the nominations for Chairman Barr, Vice Chair Halliday and Mrs. Jones for Secretary/Treasurer and asked if there were any other nominations. With no other nominations, Mr. Gabage closed the nominations. Mr. Gabage called for a motion for the election of Robert Barr as Chairperson, Scott Halliday as Vice Chair and Jacqueline Jones as Secretary/Treasurer.

A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

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

Old Business – Chairman Barr thanked the Board for his nomination as Chairman. He looks forward to a very exciting year. Chairman Barr also apologized for being late. He also wanted to acknowledge publicly the passing of Commissioner Jackson’s father who passed away a few weeks ago. Chairman Barr expressed condolences on behalf of the Board and stated her father was a good man. He will be missed.

New Business – None.

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

Resolution #2019-53
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$62,083.61. A motion was made by Commissioner Mumman; 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	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Resolution #2019-54
**Resolution Appointing Jacqueline Jones as OCHA Fund Commissioner
for the NJPHA JIF for the Fund Year 2020**

Chairman Barr called for a motion to approve Resolution #2019-54. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones this is resolution is completed annually to appoint someone from the Housing Authority to the Joint Insurance Fund. The following vote was taken:

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

Resolution #2019-55
Resolution Approving Dates for 2020 Board Meetings

Chairman Barr called for a motion to approve Resolution #2019-55. A motion was made by Commissioner Mumman; 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	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Resolution #2019-56
Resolution Amending the OCHA By-Laws

Chairman Barr called for a motion to approve Resolution #2019-56. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones explained this is the amendment discussed at last month's meeting and it is required by the NJHMFA to be able to receive the funding for Speitel. The following vote was taken:

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

Resolution #2019-57
Appointing Risk Management Consultant

Chairman Barr called for a motion to approve Resolution #2019-57. A motion was made by Commissioner Mumman; seconded by Commissioner McCall. Mrs. Jones stated every year the Authority appoints a Risk Management consultant. The Risk Manager is paid from the JIF premium. The following vote was taken:

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

Resolution #2019-58
Resolution Awarding Resident Wellness Program Services Contract

Chairman Barr called for a motion to approve Resolution #2019-58. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. Mrs. Jones stated the Authority received two responses to the RFP issued. One from Jewish Family Services and one of from Acenda Inc. Upon the evaluation, the Acenda proposal prevailed by a couple of points mostly in the general experience area and slight difference in the fee structure. If the Board is open to approve this tonight, the contract will begin tomorrow and a meeting with them is set for Friday. They will provide services for behavioral health issues and they will also provide some general seminars for the residents on various health/nutrition related

topics. The Agency will be available to the residents and the Authority can also refer residents for assistance. The Agency will also meet with the OCHA staff to discuss any possible issues. The Agency will be at the OCHA on-site and there will be office space for them to use if needed. The following vote was taken:

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

Resolution #2019-59
Approving Intent to use a 75% - 25% Voucher Blend for its Bayview Manor
Rental Assistance Demonstration (RAD) Conversion
whereas up to 25 % of the Units will be disposed of under Section 18

Chairman Barr called for a motion to approve Resolution #2019-59. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones explained there is a provision in the RAD rule that states under conversion the Housing Authority can ask to have 25% of the vouchers in the conversion to be at fair market rent. That difference is almost \$500 between what HUD is going to allow the Housing Authority for a 1-bedroom apartment in the \$500 range vs. what that apartment would go for under fair market rent, which is approximately \$1,100. This has to be requested now with the RAD application with HUD. Briefly discussed and reviewed the resolution. The following vote was taken:

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

Resolution #2019-60
Resolution to Borrow
Project Name: Speitel Commons at Bayview Manor
HMFA # 02986

Chairman Barr called for a motion to approve Resolution #2019-60. Mrs. Jones explained this resolution is required by NJHMFA to keep the closing on track and on target. There are several documents that have been reviewed by Mr. Gabage as well as Rick Ginnetti that will back up this resolution. This resolution explains that the Board is aware of this funding source and the process and are giving the Executive Director permission to move forward with the process toward closing. The Authority's requirement and commitment is to maintain the property as low-income housing. Mrs. Jones suspects NJHMFA will check in annually regarding the Authority's income level of its residents. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

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

Resolution #2019-61
Resolution Adopting Revisions to the
The Public Housing Admissions and Continued Occupancy Policy

Chairman Barr called for a motion to approve Resolution #2019-61. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated these revisions were discussed about last month. This change has to do with denying applicants for housing. HUD is looking for the Authority to look at the totality of the facts and circumstances in determining whether applicants should be denied admission based on a prior criminal conviction or past behavior. Mrs. Jones provided some real-life examples from Vineland. Mr. Gabage stated HUD has softened its position in regard to giving people a second chance, but this will require Housing Authorities to give solid reasons if they reject someone. Brief discussion on how the Authority will handle these situations when and if they arise. The following vote was taken:

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

Resolution #2019-62
Resolution Approving Significant Amendment to the PHA Annual Plan

Chairman Barr called for a motion to approve Resolution #2019-62. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones stated as she mentioned in her report this amendment is adding the 75% - 25% voucher into the Annual Plan. The following vote was taken:

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

There is no need for Executive Session tonight. Mr. Gabage wanted to clarify in regard to the amendment in the By-Laws referring to NJHMFA and referencing the "mortgage." There is a RAD agreement and an NJHMFA agreement. The NJHMFA agreement is subordinate to the RAD agreement. The RAD agreement ties up the property as the property must be maintained as low-income, which conforms to the NJHMFA agreement. Everyone wished each other a Merry Christmas and Happy New Year. No public comments.

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 Jackson. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:51 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer