

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

August 16, 2022 – 4:30 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held August 16, 2022, at 4:30 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
- Commissioner Brian Broadley
- Chairman Robert Barr

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Harry Furman, Esquire – Solicitor and Linda Cavallo – Accountant.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from July 19, 2022. A motion was made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

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

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the ten months ending July 31, 2022. A motion was made by Commissioner McCall and seconded by Commissioner Halliday. 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 (Yes)
- Chairman Robert Barr (Yes)

Executive Director’s Report

Mrs. Jones reported Speitel is almost closed out with the builder. The OCHA paid what is considered the final check but held back \$10,000 for some items that have been identified that need to be finished.

Bayview Manor roof project is closed out.

Bayview Manor exterior renovation is almost finished. A few items remain, nothing major. The building looks great.

In regard to Bayview Manor interior renovation, there is a resolution for award tonight and Ron will explain during the Resolution section of the meeting.

Regarding Bayview Manor landscaping - A meeting with landscape architect will be set up to begin the project to do some plantings in the fall.

The Peck’s Beach Family application is at NJHMFA along with investor’s information and everything needed to be put before the NJHFMA board for their September agenda.

The Board was provided the 2020 and 2021 audits. 2019, 2020 and 2021 audits have been filed with HUD. The 2020 and 2021 audits also have been filed with the Federal Clearing House. The next step for this process is a resolution for the board to approve the 2020 and 2021 audits. The resolutions will be presented next month once the Board has a chance to review these audits. There were no findings in either audit. Next month, the Authority should have RFP responses back for the Audit for YE 2022 and this can be discussed at next month’s meeting.

Mrs. Jones would like the Board to think about something between now and next month’s meeting. There are four units at Bayview that are going to be somewhat market rent. Mrs. Jones discussed some boundaries for the qualifications for rental. The intent is to rent the units to those that could not be assisted with a rental subsidy due to being considered “over-income” according to the very low, low and moderate income limits. The suggested target population would be those that have income in excess of 80% of the area median income, but not more than 120% of the area median income. The State of New Jersey income limits would be used to determine eligibility, which includes an asset limitation.

There was discussion regarding possible “preferences” as well as age requirements. Mrs. Jones will develop a draft policy for further discussion with the board.

Motion to approve the Executive Director’s Report 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 (Yes)
- Commissioner Brian Broadley (Yes)
- Chairman Robert Barr (Yes)

Committee Reports – Chairman Barr stated there is not a Committee Report, but if the Board has any questions or thoughts with regard to the Audits or the four units at Bayview Manor to please reach out him ahead of the next meeting.

Old Business/New Business – Commissioner Jackson stated she is a new director for a behavior health services agency (Acenda) that provides services to the OCHA’s residents. She was not sure what she should be abstaining from in regard to the Agency. Mrs. Jones explained Acenda is a company that the authority has contracted with in the past and is actually on the agenda tonight to provide behavior health services to its residents. The City of Ocean City provides reimbursement for this through CDBG funds. What has changed in the last 30 days or so is that Commissioner Jackson has now become

an employee of Acenda. She asked how to vote for certain matters that may pertain to Acenda. Mrs. Jones suggested that for the bill list, she can approve the bill list with the exception of any Acenda invoices and when the award of the Acenda contract is presented, which happens to be tonight, Commissioner Jackson should abstain. Mr. Furman stated the simple way to handle this is anything related to Commissioner Jackson's employment should be something that she abstains from voting on. Either directly or indirectly if there is a relationship to that employment, the safe thing to do is to simply abstain. That includes approving the bills with the exception of any bills that deal with Acenda.

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

Resolution #2022-39
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$524,057.28. A motion was made by Commissioner Mumman; seconded by Commissioner McCall. Mrs. Jones briefly discussed the bill list. 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)(Abstain for Acenda Invoices)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2022-40
Resolution Awarding Resident Wellness Program Services Contract

Chairman Barr called for a motion to approve Resolution #2022-40. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Ron Miller stated an RFP was advertised for the Resident Wellness Program which is funded by the City's CDBG program. Only one response was received by Acenda. The following vote was taken:

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

Resolution #2022-41
Resolution Approving the Adoption of the OCHA Personnel Policy & Employee Manual

Chairman Barr called for a motion to approve Resolution #2022-41. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. Mrs. Jones briefly reviewed the few policy changes. 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	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2022-42
Authorizing Payment of Draw #1 – Pecks Beach Family Redevelopment

Chairman Barr called for a motion to approve Resolution #2022-42. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones provided a brief explanation on the draw. Mrs. Jones stated this project is similar to Spietel/Bayview funding, but slightly different. The funding for this will come from the tax credit investor and the City of Ocean City. Since settlement has not happened yet for the tax credit piece of it, this draw will be reimbursed by the City of Ocean. Mrs. Jones believes the City funds will be exhausted first, then the tax credit funds will come in later near the end of project and the Authority will also be obtaining a construction loan through NJHMFA for part of the funding as well. The other piece of the funding will be the remainder of cash that Peck’s Beach Family has once the property converts to RAD. 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	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2022-43
Resolution Awarding Bayview Manor 1st and 5th Floor Renovations
(Levy Construction)

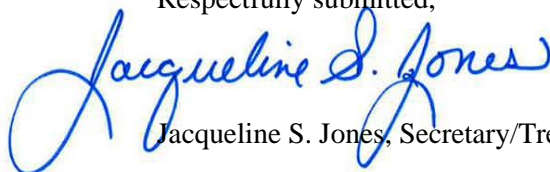
Chairman Barr called for a motion to approve Resolution #2022-43. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Ron Miller explained this is for the renovation of the 1st and 5th Floors as this is what project is being referred as, but it essentially all the floors in the building will be getting renovated. Two bids were received with Levy Construction being the lowest qualified bidder and happens to be the same contractor that did the exterior project of the building. This is essentially phase 2 of the project. The funding for this project is from the City of Ocean City. 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	(Yes)
Chairman Robert Barr	(Yes)

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Commissioners and/or Administration. No further comments.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:01 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer