Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes
August 18, 2026 – 4:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held August 18, 2026, at 4:00 p.m. at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey 08226.

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

Chairperson Barr read the Sunshine Law.

Upon roll call those present were:

Vice-Chairperson Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Also present were Ronald Miller - Executive Director, Margaret McHugh – Solicitor, Michael Thilker– Fee Accountant (remote via Teams), and Diana Morales - Operations Manager.

Approval of Minutes

Chairperson Barr requested a motion to approve the Regular Meeting minutes from July 21, 2026. A motion was made by Commissioner McCall and seconded by Commissioner Interdonato. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Treasurer's Report

Michael Thilker presented the Financial Report for the one-month period ending July 2026.

Motion to approve the Treasurer's report made by Commissioner McCall and seconded by Commissioner Interdonato. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Executive Director's Report

The Executive Director, Mr. Miller, provided an update regarding the third and fourth floors of Speitel Commons. Two of the three required parts for the air-conditioning units have been received, with the remaining parts still pending. Temporary air-conditioning units remain in place until permanent repairs can be completed. Mr. Miller also reported an increase in HVAC controller failures on mini-split units. After discussing the issue with Commissioner Broadley, it was determined that power surges appear to be contributing to the failures. The controllers are expensive and difficult to obtain due to limited availability. Mr. Miller stated that surge protection devices will be investigated for the HVAC systems at the affected properties to prevent future controller failures. The issue will be reflected in the Ocean City Housing Authority and OCCDC reports, as it may affect multiple properties.

Mr. Miller reported that the generator transfer switch at Speitel Commons, which had previously been reported as out of service, has been repaired and is now operational.

Mr. Miller reported that the resident concerns brought before the Board at the previous meeting have been addressed. Mr. Miller reminded the Board that residents are encouraged to bring complaints, concerns, and maintenance-related issues directly to the management office. Mr. Miller stated that the office is generally staffed each day, except during lunch and occasional periods when coverage may be limited due to staff vacations or other scheduling needs. Addressing concerns through the office allows staff to respond more efficiently.

Mr. Miller reported that Resolution No. 2025-60, approved in October 2025, authorizes the Executive Director to take all actions necessary to conduct business on behalf of the Pecks Beach LLC and to act on behalf of the Authority in connection with the project. Mr. Miller explained that the Housing Authority has previously made payments on behalf of Pecks Beach Development LLC. This month, the Authority submitted its first draw request to the City of Ocean City for reimbursement of costs associated with the Haven Avenue extension and demolition work, these are not covered under the HMFA loan documents and are instead being funded by the City. Mr. Miller stated that, upon receipt and clearance of the City's reimbursement, the Housing Authority will make the applicable payments to the contractors rather than waiting until the next regularly scheduled Board meeting. The payments will be reflected on the Authority's bill list at the following Board meeting. Mr. Miller explained that this change in procedure is authorized under Resolution No. 2025-60. The City will continue to receive all required supporting documentation, and payments will only be released after the reimbursement is received and cleared. Mr. Miller further stated payments undergo multiple levels of review before being released, including review by Housing Authority staff, PKF, The Brooke Group, and HMFA, providing appropriate oversight of the expenditures. Commissioner Halliday asked whether the reimbursement process was different from the previous process. Mr. Miller explained the reimbursement process works in the same manner as it did during the predevelopment phase; the only change is payment will be released to the general contractor once received and cleared; payment will be reflected on the following Board meeting bill list.

Commissioner Henry also asked whether the redevelopment counsel referenced during the discussion was a separate group or firm. Mr. Miller clarified that redevelopment counsel is the firm led by Bakari Lee from McManimon, Scotland & Baumann. Commissioner Henry further asked whether there were two firms involved, and Mr. Miller confirmed that both general counsel and redevelopment counsel were involved in the redevelopment process.

Mr. Miller explained that the Authority is currently working on two distinct areas related to Phase II of the Pecks Beach redevelopment project.

First, Mr. Miller reported that the Authority is exploring the use of a third-party Low-Income Housing Tax Credit (LIHTC) compliance service to assist with the project lease-up. Due to the regulatory requirements associated with the LIHTC units, the Authority is seeking additional resources to help ensure compliance and protect the Authority from potential liability. Mr. Miller stated that the Housing Authority is required to have an LIHTC compliance specialist on staff. Mr. Miller noted that both he and Diana Morales have successfully completed the examination and obtained their LIHTC compliance specialist certifications. Despite having qualified staff, the Authority intends to utilize a third-party compliance provider for the lease-up process as an additional measure of oversight and liability protection.

Secondly, Mr. Miller reported that the Authority is in the process of procuring moving services. The moving services are required as part of the project's approved relocation plan to assist residents who must be relocated during the redevelopment process.

Mr. Miller reported that the Pecks Beach Phase II is currently behind schedule. Mr. Miller reiterated the project team is working collaboratively to address the delays. Mr. Miller explained that the current contractual completion date is March 31, 2027; however, based on the current progress of construction, meeting that date is unlikely. Construction has not yet begun on the south side of the property, there are logistical considerations related to relocating residents while maintaining existing buildings until replacement units on the north side are ready for occupancy. Mr. Miller also reported that the project has experienced delays related to utility companies, particularly New Jersey American Water, which is responsible for water and sewer infrastructure. The utility work has affected the project's construction schedule and is contributing to the delays. The Authority is seeking a revised construction schedule and is working toward having the project substantially ready during the summer of 2027. Mr. Miller explained that the contractor provided schedule is the most recent version received approximately two weeks prior to the August Board meeting. The schedule was reviewed by the Authority but was rejected because it extended certain project activities into October 2027, the Authority determined this was unacceptable. The rejected schedule was provided to the Board for informational purposes. Mr. Miller stated that the Authority will continue to monitor the schedule and provide updates to the Board. Any extension beyond the established contractual dates would require Board approval. Mr. Miller noted that liquidated damages and other contractual remedies remain available to the Authority if the project is not completed within the required timeframe. If an extension becomes necessary, the matter will be brought before the Board for consideration and approval. Mr. Miller assured the Board that he would continue to provide transparent updates throughout the project.

Commissioner Henry asked whether a tour of the Pecks Beach construction site could be arranged. Mr. Miller stated that a tour could be arranged; however, due to construction-site safety requirements, all participants would be required to have appropriate personal protective equipment (PPE), including hard hats and safety equipment. Mr. Miller stated that he would coordinate with the general contractor to arrange a site visit, potentially at the end of the workday when construction crews are finished working.

Mr. Miller reported that an on-site planning meeting was held with representatives from the HUD Newark Field Office in Cape May, NJ. Representatives discussed the current redevelopment activities. Mr. Miller stated that the meeting was positive and that the Newark Field Office Director expressed satisfaction with the Housing Authority's redevelopment activities and the direction in which the Authority is moving.

Mr. Miller brought to the Board's attention that a dead tree located in front of Bayview Manor is scheduled for removal the following Tuesday.

Mr. Miller reported an issue with the access control/call box system at Bayview Manor; a visual depiction of the device was displayed. Residents are provided key fobs that allow access through the building's designated entrances, the key fob system remains fully operational. The call box allows visitors to select a resident from the directory and communicate with the resident through an intercom. A resident can normally press a designated number on their telephone to remotely release the building's door. Mr. Miller reported that the remote door-release function is currently not working due to a failed relay on the system's circuit board. The relay is not repairable and requires replacement of the device. Mr. Miller stated that the intercom remains operational, allowing visitors to communicate with residents; however, the door cannot be remotely released. Speitel Commons is not affected by this issue. Mr. Miller reported that an initial replacement estimate was approximately $3,200, which he considered excessive. Mr. Miller contacted additional vendors, including a vendor recommended by Diana Morales, to determine whether the relay can be repaired or replaced rather than replacing the entire device. The Authority will attempt to have the vendor expedite the repair.

Mr. Miller reviewed the recent change orders associated with the Pecks Beach redevelopment project.

Change Order No. 10: Revision related to the previously approved elevator pit concrete changes.

Change Order No. 11: Extension of electrical services to the first-level porches.

Change Order No. 12: Modification of the EV charging circuits in the garages from 20-amp to 30-amp circuits, as required by Energy Star.

Change Order No. 13: Installation of conditioning systems for the elevator hoist ways.

Change Order No. 14: Electrical design modifications associated with the elevator hoist ways.

Mr. Miller reported that Change Orders Nos. 10 through 14 have been approved. Mr. Miller further reported that the project is currently –($4,006.24), which he noted as favorable. Mr. Miller presented an inspection status chart for the redevelopment project for the Board's reference. Mr. Miller explained that the project inspection chart was provided by the general contractor and does not include every inspection required for the project. The chart was provided to give the Board a general indication of the progress of inspection for each building.

Mr. Miller publicly congratulated Diana Morales on successfully passing the Qualified Purchasing Agent (QPA) examination. Mr. Miller explained that the QPA program is administered by the State of New Jersey and provides qualified purchasing agents with the authority to make purchases above certain bid thresholds.

Motion to approve the Executive Director's Report made by Commissioner McCall and seconded by Commissioner Halliday. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

<u>Committee Reports -</u> Vice-Chairperson Robert Halliday stated the Finance Committee met and reviewed the RFP for Resident Wellness Services. The Committee recommended its approval by the Board as presented in the meeting packet.

<u>Old Business – None.</u>

<u>New Business – None.</u>

<u>Resolution #2026-34</u>
Resolution to Approve Monthly Expenses

Chairperson Barr called for a motion to approve the monthly expenses in the amount of $140,710.59. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mr. Miller provided a brief explanation of the bill list. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

<u>Resolution #2026-35</u>
Resolution Authorizing JIF Renewal Membership 2027

Chairperson Barr called for a motion to approve Resolution #2026-35. A motion was made by Commissioner McCall; seconded by Commissioner Interdonato. Mr. Miller provided a brief explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2026-36
Awarding Resident Wellness Services

Chairperson Barr called for a motion to approve Resolution #2026-36. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mr. Miller provided explanation of resolution. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2026-37
Awarding Extension of Painting Services

Chairperson Barr called for a motion to approve Resolution #2026-37. A motion was made by Commissioner McCall; seconded by Commissioner Interdonato. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Absent)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2026-38
Amended 2026-2027 Budget Resolution

Chairperson Barr called for a motion to approve Resolution #2026-38. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mr. Miller provided explanation of the change to the appropriation figure in the resolution, no changes were made to the budget. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Gary Interdonato	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Brian Broadley	(Yes)
Commissioner Joseph Grzyminski	(Yes)
Chairperson Robert Barr	(Yes)

Chairperson Barr requested public comment.

Resident Karen Chattin (Bayview #209) – Resident Karen Chattin requested that signs be posted to deter trespassing and prevent individuals from allowing their dogs to use the resident's designated area. She also expressed ongoing concerns regarding parking.

Resident Barbara Keegan (Speitel #2011) – Resident Barbara Keegan expressed concern that her air-conditioning unit is not cooling properly. She requested that someone assist her with the unit and provide instructions on its proper operation.

Resident Marion Young (Bayview #305) – Resident Marion Young expressed concerns regarding parking and reported that individuals without resident parking stickers are parking in designated resident parking areas.

Resident Caroline Taylor (Speitel #3091) – Resident Caroline Taylor brought to the Board's attention that three parking spaces in the alleyway are being occupied by a vendor from the neighboring property.

Mr. Miller addressed several of the concerns raised by the residents and provided clarification regarding the issues presented.Chairperson Barr requested comments from Board Commissioners and/or Administration. No further comments were made.

With no further business to discuss, Chairperson 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 4:51 p.m.

Respectfully submitted,

Ronald Miller
Secretary/Treasurer