

*HOUSING AUTHORITY OF BERGEN COUNTY
25 ROCKWOOD PLACE, SUITE 205
ENGLEWOOD, NEW JERSEY*

MINUTES OF THE MEETING OF NOVEMBER 21, 2011

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A CONDENSED VERSION OF WHAT TRANSPIRED AT THE REGULAR MEETING OF NOVEMBER 21, 2011.

PRESENT:

Commissioner James Rotundo, Chairman
Commissioner Kay Nest, Vice Chairman
Commissioner Junior Hernandez, Treasurer
Commissioner Danielle Peterson
Commissioner Joseph Rutch
Terrence Corriston, Esq., Counsel
Domingo Senande, Acting Executive Director
Lynn Bartlett, Director of Housing & Development
Eileen Black, Director of Finance
Julia Orlando, Director BCHHC
Richard Goddin, Field Manager
Esther Gatria, Executive Assistant

ABSENT:

Commissioner Andrew Rudman
Commissioner Lauren Marie Zyriek

NOTICE OF MEETING

Mr. Senande read the following statement:

Consistent with the Byron M. Baer "Open Public Meetings Act: P.L.1975c231, all meetings of public bodies shall be open to the public at all times". Notice of the regular meeting was provided to The Record and the Jersey Journal on January 17, 2011, and was provided to the County Clerk for posting at the County Administration Building, at which time the date, time and place were set forth. The minutes of the regular meeting will be available following the next regularly scheduled meeting.

Chairman Rotundo called the meeting to order at 5:07p.m.

APPROVAL OF MINUTES

On motion by Commissioner Rutch, seconded by Commissioner Peterson, the minutes of the meeting of October 17, 2011 were approved.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Rudman and Zyriek (2)

EXECUTIVE DIRECTOR'S REPORT

Domingo Senande reported on the following subjects:

HHH Center: Mr. Senande asked Julia Orlando to update the Board on the HHH Center. Ms. Orlando reported that she attended a conference to work on "At-Risk Group" (ages 18 – 15) with Bergen Community College, One-Stop Career Services and Children and Family Services and they will present ideas to the County on ways to reduce homelessness and find education opportunities. She also reported that on the 22nd, a local Yeshiva will be visiting and giving out baskets to the residents. Ms. Orlando informed the Board that Thanksgiving dinner was starting at 1PM, and that possibly the County Executive and Senator Menendez would be attending. She also added that NY1 was doing a report on World AIDS Day. Ms. Orlando reported that a total of 210 Shelter+Care vouchers have been granted and that progress was being made on the social service component. Commissioner Rutch inquired if there had been an influx of veterans. Ms. Orlando replied that the HHH Center does see more veterans than other agencies and she has been working with Veterans Affairs. However, most of the housing for veterans is out of the County, which is very limiting. A discussion ensued and Mr. Senande noted that the HABC had applied for veterans housing but was unsuccessful and it was agreed the HABC would continue to pursue this funding.

Ms. Orlando added that her new staff members, Jodi Goffredo and Shahin Rahvar were doing an excellent job and getting acclimated to working at the Center.

Mr. Senande added that the Center needs to be painted, and that we were working with the sheriff's department to obtain volunteers and all the HABC would have to provide was the materials.

Northvale: Mr. Senande reported that earlier that day was the groundbreaking ceremony for 176 Paris Avenue and added that two of the units were designated for homeless seniors. The groundbreaking was well attended by County and local officials and the press.

Finance: Mr. Senande asked Eileen Black to please report on the budget. Ms. Black reviewed the financial reports with the Board, starting with the Month End Cash Balances. She noted that the balance for Public Housing was \$792,198. The cash was down about \$46K from last quarter due to funding being decreased in July. COCC & Development was stable. In Section 8 programs, the balance was

down almost \$300k from the previous month, again due to decrease in funding (the HABC is spending between \$200 – 300K more per month on vouchers than what is funded). Ms. Black added that this drain is expected to continue for only a few more months, since HUD will be funding next year at 100%. HDC total is \$6,599,230, which is an increase since the properties continue to generate a positive cash flow.

Ms. Black then reviewed the Summary Income Statement for AMPs, Garden House and COCC for the six months ending September 30th. She noted that all of them are generating a net income and most are doing better than budget. She added that the vacancy rates overall are less than 2% every month. Ms. Black then proceeded to review the line items.

Ms. Black reviewed the HDC financials and noted that the HDC total was \$6,599,230, which is an increase since the properties continue to generate a positive cash flow.

Ms. Black reported that the HABC received a payment from the County for the HHH Center of \$250K and more vouchers were being submitted.

Mr. Senande reported that HUD Newark sent a spreadsheet ranking all PHAs ranking them in term of spending levels versus vouchers under ACC and the HABC was listed at being at the optimal level.

Ms. Black reported that the funding for 2012 was expected to be at 100%. However, it is anticipated that the administrative expenses will be cut (anywhere between 7% – 10%). Over the past two years there have been substantial cuts in the administrative fees. Ms. Black added that options to lower the voucher costs were being reviewed. One of the options was to reduce the vouchers size by considering the living room as a bedroom (this was a recommendation made by HUD Newark). This reduction would begin April 1st, 2012 and is included in the new Administrative Plan (on the consent agenda, Resolution 2011-100). A discussion ensued. The commissioners had concerns on how lowering the vouchers size would impact the participants of the program. The commissioners agreed to table Resolution 2011-100 pending further review by HABC staff and consider other options and the impact on tenants and the Authority.

Mr. Senande asked Mr. Goddin to please report on properties. Mr. Goddin reported that the projects at Fairview and Hasbrouck Heights were moving along well. Weatherization projects for Bergenfield and Lyndhurst have been put on hold. We are working with BergenCAP for weatherization projects at Lyndhurst and Dumont.

Mr. Senande reported that for the next Board meeting he expects to present new budget projections for the rest of the year and the next year and a new organizational chart.

ATTORNEY'S REPORT

Mr. Corrison reported that he was working on a litigation matter. He also reported that the acquisition of the East Rutherford property was on hold due to an issue with an oil tank, which the owner is having issues correcting. Mr. Corrison stated that he had been in court on several eviction matters.

PUBLIC COMMENTS

A motion to open the meeting to the public was made by Commissioner Rutch and seconded by Commissioner Peterson.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Rudman and Zyriek (2)

Selena Christmas resides at 11 Bryant Court, Rutherford, NJ. Ms. Christmas stated that she was here with her representative, Larry Yates. Mr. Yates requested an appointment with Mr. Corrison to review her issues (review of records and reasonable accommodation request) and Mr. Corrison agreed. Mr. Yates inquired about proposed reduction in vouchers size. Mr. Corrison said that any changes would take effect on recertification. Ms. Bartlett clarified the proposal and Mr. Yates was satisfied with the answer. Ms. Christmas asked for the requirements for reasonable accommodation. Mr. Yates stated that this issue could be discussed further at the meeting with Mr. Corrison.

Donnel Prince (did not state address); Mr. Prince stated that HUD suggested he attend the Board meeting to request that his Section 8 voucher be reinstated. He stated that his voucher had been revoked on the grounds of the One Strike policy. He said he did not commit any crimes but that he was told the voucher would not be reinstated until the matter was resolved. He added that when he received the notification letter, he was in jail and received it after the deadline. He said the charges were dismissed. He sent a letter verifying his situation and did not receive a response. During this time he had a family issue out of State and now he was back and was trying to be reinstated in the program. Mr. Corrison stated that he needed to review the matter and get back to Mr. Prince.

A motion to close the meeting to the public was made by Commissioner Rutch and seconded by Commissioner Hernandez.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Rudman and Zyriek (2)

CONSENT AGENDA

A motion to withdraw Resolution 2011-100 from the consent agenda was made by Commissioner Rutch and seconded by Commissioner Hernandez.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Rudman and Zyriek (2)

A motion to approve the consent agenda as amended was made by Commissioner Nest and seconded by Commissioner Hernandez.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Rudman and Zyriek (2)

RESOLUTIONS: AMENDED CONSENT AGENDA

- A. **Resolution 2011- 97**
Resolution approving the routine expenditures for the HABC for the period of 10/12/11 – 11/16/11.
- B. **Resolution 2011- 98**
Resolution approving the routine expenditures for the HDC for the period of 10/12/11 – 11/16/11
- C. **Resolution 2011- 99**
Resolution authorizing to a contract with Arcari & Iovino Architects, P.C., for A/E services for the masonry façade repairs at Highland View Apts.

Commissioner Nest moved that the meeting be adjourned. Commissioner Rutch seconded the motion.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Rudman and Zyriek (2)

Meeting adjourned at 6:15p.m.

Minutes prepared by: Esther Gatria