

**PLEASANTVILLE HOUSING AUTHORITY**  
156 North Main Street  
Pleasantville, New Jersey 08232

**COMMISSIONERS' MEETING**  
March 30, 2016

A regular meeting of the Board of Commissioners of the Pleasantville Housing Authority was held on Wednesday, March 30, 2016 at the Ralph Peterson Community Center located at 301 Woodland Avenue, Pleasantville, New Jersey.

The meeting was opened at 1:12 p.m. by Chairman Milton L. Hendricks who announced that public notice of the meeting pursuant to the Public Open Meetings Act of 1975 had been properly given by filing written notice to the Pleasantville City Clerk, the official bulletin board of the City and by mailing written notice to the Atlantic City Press.

**1. ROLL CALL** Chairman Hendricks called the roll and the following commissioners were in attendance: Commissioners Charles, Brooks, Kincaid, Santiago and Hendricks. Commissioners Mallette and Jeter-Green were excused. There was a quorum. Also present were Vernon Lawrence, Executive Director, Albertine Palmer, Housing Manager/Executive Assistant, Dave Caracciolo, Operations Manager/Section 8 Coordinator and Michael Pender, PHA Attorney.

**2. APPROVAL OF MINUTES** A motion was made by Commissioner Brooks, seconded by Commissioner Santiago for approval of the minutes of the meeting held on January 27, 2016. Roll call was taken and the motion was carried.

A motion was made by Commissioner Santiago, seconded by Commissioner Kincaid for approval of the minutes of the meeting held on February 24, 2016. Roll call was taken and the motion was carried.

**3. RATIFICATION OF BILLS** Chairman Hendricks asked for a motion to ratify bills paid during February, 2016 in the amount of \$149,401.77. A list and explanation of bills were previously emailed and/or delivered to each commissioner. Commissioner Brooks made a motion to ratify the February bills. Commissioner Kincaid seconded the motion. Roll call was taken and the motion was carried unanimously.

**4. PUBLIC SESSION**  
No public was in attendance.

**5. REPORT OF THE SECRETARY**  
Mr. Lawrence reported on the Neighborhood Stabilization Program (NSP). Mr. Lawrence reported 105 Wellington Avenue will be a lease to purchase by a Housing Choice Voucher Program family. Dave Caracciolo will follow up with his staff on the status and will report to Mr. Lawrence.

Mr. Lawrence reported that 305 Linden Avenue was sold. Mr. Lawrence stated that 5 Plaza Place is under contract with a new buyer, the last buyer was not qualified so the deal fell through. Mr. Lawrence stated that he will discuss Plaza Place in close session.

Mr. Lawrence reported on the HUD update. Mr. Lawrence explained that Asset Management was the requirement that all PHAs of 250 or more units to convert to asset management, consistent

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with the norms in the broader multifamily management industry. Under the asset management is the requirement that PHA s now charge a reasonable management fee to projects and programs for central office costs. HUD allowed PHA to report the funds as non federal funds and the IG stated HUD was incorrect in doing so. HUD later agreed with the finding of the Internal General the funds are federal funds.

Mr. Lawrence stated that RAD funding is non federal funds. Mr. Lawrence reported on the RAD update. It is moving along, after receiving the CHAP we have 180 days to submit the financial component. Mr. Lawrence mentioned we asked for an extension and received it. We are looking to close on August 8, 2016 for RAD. We will start receiving HAP payments January 1, 2017.

**(a) Resolution #2016-04**  
**Approving the 2016-2017 LIPH & HCV Budgets**

After a brief discussion, a motion was made by Commissioner Kincaid to approve Resolution #2016-04. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

**(b) Resolution #2016-05**  
**Approving the Sale of lots located at 103 Tremont Avenue**

After a brief discussion, a motion was made by Commissioner Santiago to approve Resolution #2016-05. Commissioner Brooks seconded the motion. Chairman Hendricks abstained. Roll call was taken and the motion was carried unanimously.

**(c) Resolution #2016-06**  
**Approving the Management Agreement with the PV Community Development Corporation**

After a brief discussion, a motion was made by Commissioner Santiago to approve Resolution #2016-05. Commissioner Brooks seconded the motion. Chairman Hendricks abstained. Roll call was taken and the motion was carried unanimously.

**(d) Resolution #2016-07**  
**Executive Session**

At 1:37 p.m., a motion was made by Commissioner Santiago to enter into executive session. Commissioner Brooks seconded the motion. Roll call was taken and the motion was carried.

At 1:50 p.m., a motion was made by Commissioner Santiago to return to regular session. Commissioner Brooks seconded the motion. Roll call was taken and the motion was carried.

## **6. FINANCE**

Mr. Lawrence reported on Low Income Public Housing Program (LIPH) financial statements is showing a surplus of \$295,240. Mr. Lawrence stated that's not accurate, he mentioned that the electric and gas bills were not deducted from this amount and we still need to pay \$68,000 pension payment. Mr. Lawrence stated we are doing well in the program.

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Mr. Lawrence reported on the Housing Choice Voucher Program financials showing a surplus of \$41,750. Mr. Lawrence mentioned that we have a contract with ACIA to inspect our Housing Choice Voucher program units. We are saving by contracting with another government agency. Both programs are operating in the black.

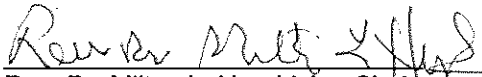
**7. ADJOURNMENT**

There being no further business to discuss, a motion was made by Commissioner Santiago, seconded by Commissioner Brooks to adjourn.


Respectfully submitted,

Vernon Lawrence  
Secretary/Treasurer

Pleasantville Housing Authority

  
Rev. Dr. Milton L. Hendricks, Chairman

I hereby certify that the foregoing is a true copy of the Board Minutes adopted by the Board of Commissioners of the Pleasantville Housing Authority at a meeting held on the 30th day of March, 2016.

  
Vernon Lawrence, Executive Director