

STATE OF NEW JERSEY
HACKENSACK HOUSING AUTHORITY
65 FIRST STREET
HACKENSACK, NEW JERSEY 07601

THURSDAY, March 10, 2016

(This is a condensed version of the taped minutes of the Regularly Scheduled Monthly Meeting of the Hackensack Housing Authority commencing at 6:00 P.M.)

Executive Director Feorenzo called the meeting to order.

ROLL CALL

Present: Chairman Anthony Stassi
Commissioner Michael Allegretta
Commissioner May D'Arminio
Commissioner Marie Dukes
Commissioner Tasha Russell
Commissioner Blanche Stuart
Commissioner Gino Tessaro

Also Present:

Anthony Feorenzo, Executive Director
William F. Snyder, Consultant to the Board
Gregory Asadurian, Esq., Counsel to the Authority

OPEN PUBLIC MEETINGS ACT

Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Building, and delivery of same to the Bergen Record & Star Ledger on 12/4/2015. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D(1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session.

FLAG SALUTE - Chairman Stassi asked all to rise and repeat the Pledge of Allegiance. A moment of silence was held in respect and remembrance for police, firemen and Armed Forces.

APPROVAL OF PREVIOUS MEETING MINUTES – February 11, 2016

Motion to approve minutes made by Commissioner Allegretta; seconded by Commissioner Stuart.

VOTE: AYES/All Present Commissioners (7)

RESOLUTIONS #2016-9 – APPROVAL OF 2016 CAPITAL FUND PROGRAM ANNUAL STATEMENT & 5-YEAR ACTION PLAN

Motion to approve made by Commissioner D'Arminio; seconded by Commissioner Allegretta.

VOTE: AYES/All Present Commissioners (7)

ED Feorenzo informed the Commissioners this would be the last year for the Capital Fund Program as HHA is changing to RAD. There is approximately \$240,000 Capital Fund money this year. It is being allocated for two generators – one at 175 Beech and 60 Kansas Street, and a new roof for 230 Central Avenue. After this year, there will be no Capital Fund Program or report filed.

CORRESPONDENCE

7.1 - ED Feorenzo explained every year RFPs are due for one-year contracts. The proposals are due on 3/24/2016 – flooring contractor; exterminator; IT services; garbage removal, which consists of emptying the 40-yard container in warehouse at garage at Newman/Railroad. When tenants move out, this container is used. City of Hackensack picks up normal trash. Also RFP for inspection services as mandated by HUD that they go into apartments once a year and make sure tenants in compliance with their regulations; painting. When tenants move out, painting contractor comes in to paint; there is a set price for studio; 1-bedroom; 2-bedroom; 3-bedroom. There is an additional cost if he does spackling, as condition of apartment is unknown until tenant moves out. He gives flat fee for priming and painting. Commissioner Allegretta asked how he charged for the other work. Mr. Feorenzo said it was hourly charge, within the parameters of an hourly rate.

7.2 – This is in conjunction with Capital Fund Program. RFP went out for Architectural Services to give specs for two generators and roofs at 230 Central. When bids come in and awarded, then drawings can be made for the work.

PAYMENT OF CLAIMS – March 2016

Motion to approve payment of claims made by Commissioner Stuart; seconded by Commissioner Russell.

Commissioner Stuart asked about City of Hackensack Building Department - \$1,533. ED Feorenzo said it was for fire department inspections.

VOTE: AYES/All Present Commissioners (7)

MANAGEMENT REPORT & UNFINISHED BUSINESS

Mr. Feorenzo looked at the generators and roof that are being replaced. The appraisals for the six buildings have been ordered through Mariner's Bank & Phase I mandatory by HUD have been ordered. Phase I should be in 7-15 days. Mr. Feorenzo was contacted today by Appraisal Company, meeting with them next week; he'll set up a date for them to walk through the buildings. Appraisals will be received in 2-4 weeks.

Six tenants transferred from over-housed units to proper sizes they belong in. From that, six people were taken off the waiting list last month. Maintenance staff has been very busy renovating apartments. Office will continue to look at transfers so see how more can be moved.

There was an Occupancy Committee meeting tonight before the 6:00 PM meeting here, revising policies. It will not be called the ACOP, but now Tenant Selection Plan, and should be completed by next meeting.

RAD REPORT

Consultant Bill Snyder reported a Tenant Selection Plan has been developed; an Affirmative Fair Marketing Plan, which is required in terms of opening/closing the waiting list and House Rules, that will become part of the lease, which is the tenant's obligation and HHA's obligation. When HHA converts from Public Housing Program, which will become multi-family, just like privately-owned, subsidized housing owned by private owners, more like a business model. Mr. Snyder has said all along, the benefit of that is it will stabilize HHA's funding source and get an increase in funding on an annual basis.

Mr. Feorenzo has received the commitment from the bank, which has been reviewed, and they found a few inconsistencies in the actual proposal they submitted. The attorney is doing his final review now. Mr. Feorenzo went back to the bank and got it all straightened out. He will sign it soon, so the bank can move ahead with the Phase I environmental. HUD has to do a Part 58 environmental, so they need Phase I in order to complete their review. Everything is almost complete. HHA has to submit their final financing plan, which is really a financial pro forma cash flow projections commitment from the bank, the final PCA for all the work HHA is going to be doing. HHA's commitment was in excess of \$4 million in Mariner's Bank, but not that entire amount is needed – only borrowing \$3.2

million, which will be used to do the work listed in the PCA. It is anticipated the environmental will be done within the next few weeks. HUD will only take a week to 10 days to finish their part. Hopefully, HHA will see the financial plan in early May and once it goes in, HUD will take 30 days to review. When HUD gets back to HHA stating if anything is deficient, if not, and it should not be, they will issue an RCC RAD conversion commitment. That commitment says what HHA needs to do to proceed to close, such as Tenant Selection Plan. They will want a letter from HHA's attorney saying that the payment in lieu of taxes agreement, which HHA currently has with the City, is going to carry forward to the converted project. HHA will have 30 days to respond and once HHA gets that back to HUD, Special Counsel with HUD General Counsel in Washington, D.C. will set up a closing, hoping to close by the end of the year. When you close if it's in October/November, for the balance of the year, you are only going to get the pro rated amount of operating subsidy of Capital Fund money that you currently get. The current proration factor for the operating subsidy is about 85%. When HHA converts, HHA will be getting rents based upon 90+ percentile – a lot more money. If HHA closes in October or November, there will be a short time when less money is received, but in January 1, HHA goes to the new rents. Once there is the closing, and HHA notifies the General Contractor, he'll order materials, etc., sign the contract, work will probably begin in early 2017. Mr. Feorenzo has experience in construction management and work should be completed in 12 months, although they give you two years to do it. A relocation plan has also been prepared, Mr. Snyder said. When they go into an apartment, the residents are notified. If for whatever reason it is out of service for any more than one day, units will be set aside that the tenant can use to take a shower, etc. The tenants will be kept up to date before construction is started to keep them apprised of what is going to happen. 60 and 30 days before construction begins, notices will go out to all residents and written notice right before so they'll be well aware in advance what's going on. Mr. Feorenzo added no work is being done in the showers. Kitchens should be done in two days.

OLD & NEW BUSINESS – nothing at this time

OTHER BUSINESS

ED Feorenzo reported the Boys & Girls Club will be here next month to give an update to the Commissioners.

REMARKS OF CITIZENS

MARY JONES asked about the renovation of kitchens. Mr. Feorenzo said it is kitchens at 65 First Street. RUTH KENNEDY reported there were two large rust spots on the side of the building near the 9th floor. It doesn't look very nice.

ADJOURNMENT – Motion to adjourn made and approved by all Commissioners.