

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

THURSDAY, JULY 13, 2023

**(A condensed version of taped minutes of Regularly Scheduled Monthly Meeting  
Hackensack Housing Authority commencing at 2:04 P.M.)**

Executive Director Anthony Feorenzo called the meeting to order.

**ROLL CALL**

Present: Chairman Anthony Stassi  
Commissioner Marie Dukes  
Commissioner Hani Khoury  
Commissioner Sarquis Pico  
Commissioner Blanche Stuart  
Commissioner Gino Tessaro

Also Present:  
Anthony Feorenzo, Executive Director  
William Snyder, Consultant to Authority  
Joseph Zisa, Esq., Counsel to Authority  
William Katchen, CPA to Authority

Absent: Commissioner May D'Arminio

**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 12/1/2022.

Meetings are scheduled to be held remotely for members of the public. All meetings access, information, agenda and related documents will be posted at least 48 hours prior to the meeting on the Housing Authority website at the Hackensack Housing Authority.org. The Authority welcomes comments from the public, which will be addressed under "Remarks of Citizens" on the Agenda. Members of the public shall be free to speak on any subject on or off the Agenda. As is the case for in-person meetings, all speakers will be limited to five (5) minutes. Members of the public shall be muted until public discussion, at which time they may ask to be recognized.

Please do not speak out of turn or disrupt the meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not limited to shouting, interruption and use of 'profanity.'

## **FLAG SALUTE**

### **APPROVAL OF PREVIOUS MINUTES – June 8, 2023**

Motion to approve June 8, 2023 minutes made by Commissioner Dukes; 2<sup>nd</sup> by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (6)                      Absent: D'Arminio

### **RESOLUTIONS – RESOLUTIONS #2023-10 through #2023-14**

#### 1. RESOLUTION #2023-10 – APPROVAL OF FYE 9/30/24 N.J. STATE BUDGET

Motion to approve Resolutions #2023-10 made by Commissioner Khoury; 2<sup>nd</sup> by Commissioner Dukes.

MR. KATCHEN: State of N.J. in 2022 initiated a new Fast Track Process in N.J. Budget called FAST Program. With that in 2022, the Board considered a budget on two-step approach last year in July; then approved it for introduction. ED Feorenzo submitted to the State; State had 1-2 questions, which were responded to; State then authorized budget, which was done at September 2022 meeting.

Under Local Fiscal Affairs Act, HHA is technically required to consider budget on or before August 1<sup>st</sup> of year before start of your fiscal year – 60 days – so today, July 13<sup>th</sup>, if Board so desires to approve this budget for introduction, will allow ED Feorenzo adequate time to upload it in FAST System for State's review and then HHA will adopt in September.

This budget includes a great deal of data as well as financial information. Additionally, the State requires that where there is a change in any one category from current year to proposed year by 10 percent or more, you need to give an explanation. In that area, first, in the case of **revenue**, on the good side interest income is substantially higher and with interest rates going up, it hurts a lot if you pay interest, but it is good if you're getting interest. With some aggressive moves ED Feorenzo has made, HHA interest budget – income budget – has increased dramatically for the next year.

Administrative salaries are more than 10% and that number is due to moving around the staff; HHA had some changes, brought in another person, so in that case, you're higher. That's a negative aspect, but it's something that you had to do.

Third item, which is a killer, but it affects every government in New Jersey is health benefits. Health benefits on average went up in 2023 by anywhere from 20-24% and we're crossing our fingers that the 2024 increase will be no more than 3%, but as a

result, your budget expenditure proposed for health benefits for your fiscal year is substantially higher than the year before. Those are the 3 categories that are 10% or higher.

In the case of the financials, your total revenue is projected to be \$5,905,732; total expenditures are estimated to be \$5,390,207 for a proposed surplus in Operations of \$515,525. Additionally, the budget includes Capital Budget for this year of \$850,000; 600 for elevator replacement and 250 for roof replacement. Both to be covered or paid for from your Reserve for Repair & Replacements. At end of last year, as audited, you ended up with surplus of \$9,151,702 when you add back Non-Cash Appropriations. At this point with the \$515,000 projected surplus, it's not anticipated that you would utilize any of that surplus in the proposed fiscal year.

**There were no questions on the State Budget.**

Motion to approve N.J. State budget made by Commissioner Khoury; 2<sup>nd</sup> by Commissioner Dukes.

ROLL CALL:

|                        |        |
|------------------------|--------|
| Chairman Stassi        | Yes    |
| Commissioner Khoury    | Yes    |
| Commissioner Tessaro   | Yes    |
| Commissioner Stuart    | Yes    |
| Commissioner Dukes     | Yes    |
| Commissioner Pico      | Yes    |
| Commissioner D'Arminio | Absent |

VOTE: AYES/All Present Commissioners (6)      Absent: D'Arminio

2. RESOLUTION #2023-11 – APPROVAL OF FYE 9/30/24 – HUD BUDGET

Motion to approve Resolution #2023-11 made by Commissioner Dukes; 2<sup>nd</sup> by Commissioner Khoury.

MR. KATCHEN: This budget is a requirement of the conversion to RAD. The format is prepared pad-on is not a requirement, but because the RAD User Agreement with HUD requires a budget, I still use the detailed HUD budget that provides a good flow of your revenue and your expenditures. Because you are a public housing converted agency with no Section 8, the only income or expense that's not on this budget is the Capital Budget, which we just went over, which is part of State budget, but the results of the Operations are the same: \$515,525. Your total expenditures \$5,329,987; total revenues of \$5,306 --- In total revenues of \$584,512 resulting in the same projected surplus as was on State budget of \$515,525.

**There were no questions from the Commissioners.**

ROLL CALL:

|                 |     |
|-----------------|-----|
| Chairman Stassi | Yes |
|-----------------|-----|

|                        |        |
|------------------------|--------|
| Commissioner Khoury    | Yes    |
| Commissioner Tessaro   | Yes    |
| Commissioner Dukes     | Yes    |
| Commissioner Stuart    | Yes    |
| Commissioner Pico      | Yes    |
| Commissioner D'Arminio | Absent |

VOTE: AYES/All Present Commissioners (6)      Absent: D'Arminio

3. RESOLUTION #2023-12 – APPROVAL OF AUDIT FOR THE PERIOD 9/30/22

Motion to approve #2023-12 made by Commissioner Khoury; 2<sup>nd</sup> by Commissioner Dukes.

MR. KATCHEN: Prepared pad-on is not a requirement, but because the RAD User Agreement with HUD requires a budget, Mr. Katchen still uses the detailed HUD budget that provides a good flow of your revenue and your expenditures. Because you are a public housing converted agency with no Section 8, the only income or expense that's not on this budget is the capital budget, which we went over, which is part of the State budget, but the results of the Operations on this 515,525, your total expenditures \$5,329,987 – total revenues \$5,845,512 resulting in the same projected surplus as was on State budget of \$515,525.

**There were no questions.**

ROLL CALL:

|                        |        |
|------------------------|--------|
| Chairman Stassi        | Yes    |
| Commissioner Khoury    | Yes    |
| Commissioner Dukes     | Yes    |
| Commissioner Tessaro   | Yes    |
| Commissioner Stuart    | Yes    |
| Commissioner Pico      | Yes    |
| Commissioner D'Arminio | Absent |

VOTE: AYES/All Present Commissioners (6)      Absent: D'Arminio

MR. KATCHEN: The audit was prepared by Polcari & Company, independent CPA. It's no longer called single audit, but it is a governmental audit. That means they provided you with 2 reports: 1 is a report on the financial statements and 1 is a report on compliance for governmental auditors. In both instances you've received what's called an unmodified opinion, meaning it's the highest level of assurance that an auditor provides you with. For the year ended September 30, 2022, you have an excess of revenue over expenses of \$1,356,940 – very healthy – compared to year before of \$1,261,408. I strongly recommend that everyone take a look at the beginning of the audit called the MD&A – Managements Discussion & Analysis, that's written for not-for-profits and government agencies in plain language because they realize that Board members are volunteers and may not have experience in financial aspects of the entity a Board member of.

There are no audit findings, so the affidavit and resolution that you received the audit and consideration of the section audit findings and recommendations is on Page 840 and as stated they have no audit findings. It was uploaded within the 9 months required by the Federal Government and there are no blemishes because there are no audit findings.

**There were no questions on the audit.**

ROLL CALL:

|                        |        |
|------------------------|--------|
| Chairman Stassi        | Yes    |
| Commissioner Khoury    | Yes    |
| Commissioner Tessaro   | Yes    |
| Commissioner Stuart    | Yes    |
| Commissioner Dukes     | Yes    |
| Commissioner Pico      | Yes    |
| Commissioner D'Arminio | Absent |

VOTE: AYES/All Present Commissioners (6)      Absent: D'Arminio

Every Commissioner received a signature page in their packet. ED Feorenzo, a Notary Public, will go to Commissioners' homes, have them sign the form and notarize it. Mr. Khoury can have it notarized at his office and send to ED Feorenzo.

4. RESOLUTION #2023-13 – APPROVAL OF CONTRACT FOR LEGAL SERVICES-DEVELOPMENT

Motion to approve Resolution #2023-13 made by Commissioner Dukes; 2<sup>nd</sup> by Commissioner Stuart.

RFP done for proposals to help with non-profit development at 60 Kansas Street. They will help with non-profit, approval from City of Hackensack, help with funding and contract that HHA has. Mr. Snyder did score on 3 firms that sent proposals in. Firm used previously – DeCoitus & DeCoitus – had the highest score and am recommending using them for this contract. **Commissioners had no questions.**

ROLL CALL:

|                        |        |
|------------------------|--------|
| Chairman Stassi        | Yes    |
| Commissioner Khoury    | Yes    |
| Commissioner Tessaro   | Yes    |
| Commissioner Stuart    | Yes    |
| Commissioner Dukes     | Yes    |
| Commissioner Pico      | Yes    |
| Commissioner D'Arminio | Absent |

VOTE: AYES/All Present Commissioners (6)      Absent: D'Arminio

## **PAYMENT OF CLAIMS FOR JULY 2023**

Motion to approve payment of claims made by Commissioner Khoury; 2<sup>nd</sup> by Commissioner Stuart.

VOTE: AYES/All Present Commissioners (6)

Absent: D'Arminio

## **MANAGEMENT REPORT & UNFINISHED BUSINESS**

Completed installation of heating boilers at 175 W. Railroad. Engineer came today and inspected it.

Painting bid out twice for 65 First Street; painting started in hallway this past Monday. Now on 9<sup>th</sup> floor, going from 10<sup>th</sup> floor to 1<sup>st</sup> floor. Wall covering being ripped off; entire job should be done in 9-10 weeks. When completed flooring company will come with VCT installer to rip up carpet in hallways and install VCT. At this time, hallways are half carpeted/half FCT – when completed it will be similar to 175 W. Railroad.

Specs for Kansas Street elevators were delayed due to availability of parts. Engineer located part needed and once specs completed, the architect will give me drawings/specs and be on our web site to go out to bid for 2 elevators modernization at 60 Kansas Street.

Still waiting for HUD to sign off on our RAD Program close-out package. We had to change our end numbers to get into the HUD web site, all being done and we hope to have needed letter next week.

Hackensack Police Report for this month: 15 medical calls and 2 noise complaints, which have been going down.

Boys & Girls Club summer program – HHA only has 2 tenants that signed their children up. Our tenants are not charged for being in the program.

Mr. Zisa, Esq. went to Court yesterday. One tenant did not show up, he will do a default judgment. One or two made payment agreements; one tenant has to come back next week as docket was full and Court closed. MR. ZISA: We were there almost the entire day. We sat down with lawyer from Legal Aid in ED Feorenzo's office the entire time; she helped immensely. Some numbers of no payments went back 4-5 years. People wanted extra credit; that attorney would not give them anything, incredibly good. We go back to Court next week. ED FEORENZO: As all Commissioners know, we are not looking to throw people out, but looking to help them; made deals with 2 people and canceled their Court appearance. They came in, we sat down and they made a payment plan, but a handful think they don't have to pay and can beat the system. I feel horrible going to Court, but it is my job to collect the money for the Housing Authority. If I can make payment plans with them, we will. They don't want to hear it. One tenant that moved in 2-1/2 years ago has not paid 1 month's rent. We are here to help people, not throw them out, but not be taken advantage of.

There is no Commissioners' meeting in August. Air-conditioning should be fixed up in Penthouse. We will resume again either zoom or in-person at 65 First Street.

ED Feorenzo contacted Shade Tree Department as trees were overhanging cars at 65 First Street in the upper parking lot; birds were making mess on tenants' cars. Shade Tree came this morning, trimmed all the trees. Men did a great job.

Commissioner Stuart asked if issue regarding tenant leaving their laundry in the machine. Was issue ever resolved? ED Feorenzo: 50/50 – I had a call on Monday or Friday that she was looking for her clothes, she'd forgotten them. They were returned. It only happened once in a month.

**OLD, NEW OR OTHER BUSINESS – nothing at this time**

**REMARKS OF CITIZENS – nothing at this time**

**ADJOURNMENT**

Motion to adjourn made by Commissioner Dukes; 2<sup>nd</sup> by Commissioner Stuart.

VOTE: AYES/All Present Commissioners (6)

Absent: D'Arminio

Respectfully submitted,

Deborah L. Alvarez  
Secretary/Transcriber