

**HOUSING AUTHORITY OF THE CITY OF CAMDEN**  
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF CAMDEN  
WEDNESDAY, OCTOBER 16, 2019

The Board of Commissioners of the Housing Authority of the City of Camden met for a Regular Meeting on Wednesday, October 16, 2019 at 5:35PM, E.S.T., at the McGuire Gardens Community Center. Mr. Charles Valentines began the meeting with an invocation and a salute to the flag. Those present were as follows:

Present:

Commissioner Deborah Person-Polk  
Commissioner Patricia Cunningham  
Commissioner Deborah Keys Frazier  
Commissioner Cameron Hudson  
Commissioner Noemi Soria-Perez  
Commissioner Luis Quiñones

In Attendance:

Mr. Victor D. Figueroa, Executive Director  
Ms. Sadyhe T. Bradley, General Counsel  
Mr. Charles Valentine, Director of Modernization  
Ms. Edith Pagan, Director of Resident Initiatives  
Ms. Melody Williams, Director of Section 8  
Mr. John Kostyal, Human Resources Manager  
Ms. Jasmine Kee, Purchasing Specialist  
Ms. Reba V. Hicks, Executive Director's Assistant  
Ms. Nathayya Soto, Executive Secretary  
Ms. Joy-Ann Lambert, Executive Office  
Ms. Daniella Cerullo, Choice Program Manager  
Ms. Wanda Riley, Asset Manager  
Ms. Geraldine Taylor, Property Manager  
Ms. Linda Medina, Assistant Property Manager  
Mr. Wynfield Anderson, HACC  
Mr. Melvin Gibson, HACC Finance Dept.  
Mr. Gary Evangelista  
Mr. Mark Willis  
Mr. Norman Lee  
Ms. Diana Duran  
Mr. Amir Khan  
Ms. Maynard Hall  
Ms. Laverne Williams  
Ms. Rita Jackson  
Linda Medina, Assistant Property Manager, representing  
Roosevelt Manor and Baldwin's Run  
Geraldine Taylor, Property Manager, McGuire Gardens  
Ronald Spence, Assistant Property Manager, Kennedy,  
Westfield and Mickle Towers.  
Wanda Riley, Asset Manager and Property Manager for  
Ablett Village.

**I. MEETING CALLED TO ORDER**

Cristal Holmes-Bowie, Esq. of Michael A. Armstrong & Associates, LLC., stated that this is the Regular meeting of the Housing Authority of the City of Camden Board of Commissioners for Wednesday, October 16, 2019, at 5:35p.m. This meeting has been duly advertised in accordance to Section 5 of the Open Public Meetings Act, Chapter 231 of P.L. 1975, and has been published and noticed in the appropriate places, and to the appropriate personnel as required by law, and is therefore called to order:

Commissioner Person-Polk: Roll Call.

Victor D. Figueroa:	Commissioner Cunningham	Here
	Commissioner Keys Frazier	Here
	Commissioner Hudson	Here
	Commissioner Miller	Absent
	Commissioner Quiñones	Here
	Commissioner Soria-Perez	Here
	Commissioner Person-Polk	Here

Victor D. Figueroa: We have a Quorum.

Commissioner Person-Polk: Approval of the minutes of the Regular meeting held on Wednesday, September 18, 2019, any questions Commissioners.

Commissioner Person-Polk entered a Motion to accept the Regular Meeting minutes of the Board of Commissioners meeting held on Wednesday, September 18, 2019.

Commissioner Keys Frazier accepted the Motion with the appropriate corrections, the Motion was Seconded by Commissioner Hudson.

Victor D. Figueroa:	Commissioner Cunningham	Abstain
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Quiñones	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

**II. OLD BUSINESS**

Commissioner Person-Polk inquired about Old Business; Executive Director, Victor D. Figueroa advised the Commissioners that there was no old business. Commissioner Person-Polk asked if there were any questions on the Executive Director’s Report of September 18, 2019.

The Board of Commissioners unanimously had no questions and a Motion to accept the director’s reports was entered and Moved by Commissioner Soria Perez and seconded by Commissioner Keys Frazier.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

**III. NEW BUSINESS**

- Executive Director, Victor D. Figueroa informed the Commissioners and the Public that HACC received a clean audit for fiscal year 2018; this audit agenda will be discussed at the next Board Meeting.
- HACC 2020 Budget is in progress we will be meeting to present the budget with the finance committee
- All Staff present should take notes during public participation about concerns of the residents that are particularly specific to their sites and ensure they are addressed with a response, no later than a week after the Board meeting.
- Board meeting will be held on November 13, 2019 due to the League of Municipalities.
- Branch Village regarding washers and dryers.
- ALP MCO is in place in order for them to start billing.

Commissioner Keys Frazier asked if ALP started accumulating more people and if staff will be made full time? CNA's and LPN's are part time but may be moving the CNI, LPN and Administrator and Director of Nursing to full time.

- HACC will be entering into a coalition partnership which includes Rutgers University and will be receiving \$10K per year as a form of revenue because of the partnership...we will be signing this contract soon. The funds will be going to the ALP program.
- The 2018 portfolio RAD application to HUD via Resolution 18-49 – this program was put on hold but is going to be resuscitated and we will be having resident meetings to promote this portfolio. This will help HACC to generate income and help to rehab some of our sites including the senior towers.
- Ground Breaking ceremony for Branch Village Phase 3 was held on October 1<sup>st</sup> 2019.
- Negotiations with the Union is coming to an agreement and we are close to signing.
- HACC has applied for two grant applications: the ROSS Service Coordinator application was submitted for \$478, 500.00 and HACC will be submitting a FSS application (Family Self Sufficiency).
- HACC is working on the Choice Implementation Grant application for Ablett Village, which is due November 4<sup>th</sup>. HACC will be submitting this application along with the City of Camden as our co-partner.

**RESOLUTIONS:**

**Resolution 19-59** - Resolution authorizing the transaction, approving the submission of the Housing Authority of the City of Camden (“Authority”) 2019 Annual Plan and 5 Year Plan 2020-2024 to the U.S. Department of Housing and Urban Development (HUD), and authorizing the Executive Director or designee to execute documents and to do all things necessary to effectuate the transaction.

**Resolution 19-60** - Resolution establishing the date of Caucus Meetings for the Housing Authority of the City of Camden as the third Wednesday of every month for the calendar year 2020 and authorizing the Executive Director or his designee to do all things necessary to effectuate this authorization.

**Resolution 19-61** - Resolution establishing the date of Regular Meetings for the Housing Authority of the City of Camden as the third Wednesday of every month for the calendar year 2020 and authorizing the Executive Director or his designee to do all things necessary to effectuate this authorization.

**Resolution 19-62** - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, October 16, 2019.

**Resolution 19-63** – Resolution approving the HACC payment register for the month of September 2019.

**Resolution 19-64** – Resolution approving the transaction, authorizing an expenditure of funds for a bonus for the Executive Director for the 2018-2019 contract year, subject to appropriations, and authorizing the Executive Director or his designee to execute documents and do all things necessary to effectuate the transaction.

**Resolution 19-59**

Wanda Riley, Asset Manager of the Housing Authority of the City of Camden, - Resolution authorizing the transaction approving the submission of the Housing Authority of the City of Camden Annual 5-Year Plan 2020-2024 to the U.S. Department of Housing and Urban Development (HUD), and authorizing the Executive Director or designee to execute documents and to do all things necessary to effectuate the transaction.

- The Board of Commissioners unanimously had no questions on Resolution 19-59; the public had no comments on said resolution; a Motion to accept Resolution 19-59 was entered and accept by Commissioner Keys Frazier and seconded by Commissioner Hudson.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

**Resolution 19-60**

Reba Hicks, Executive Assistant to Executive Director/CEO/President – Resolution establishing the date of Caucus Meetings for the Housing Authority of the City of Camden as the third Wednesday of every month for the Calendar year 2020 and authorizing the Executive Director or his designee to do all things necessary to effectuate the transaction.

- The Board of Commissioner unanimously had no questions on Resolution 19-60: The public had no comments or questions on said resolution; a Motion to accept Resolution 19-59 was entered, and accepted by Commissioner Soria-Perez and seconded by Commissioner Cunningham.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

**Resolution 19-61**

Reba Hicks, Executive Assistant to Executive Director/CEO/President –Resolution establishing the date of the Regular Meetings for the Housing Authority of the City of Camden as the third Wednesday of every month for the calendar year 2020 and authorizing the Executive Director or his designee to do all thigs necessary to effectuate this authorization.

The Board of Commissioner unanimously had no questions on Resolution 19-61: The public had no comments or questions on said resolution; a Motion to accept Resolution 19-61 was entered, a Motion to accept the Resolution was entered by Commissioner Cunningham and seconded by Commissioner Quinones.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

**Resolution 19-62**

Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday October 16, 20149.

The Board of Commissioner unanimously had no questions on Resolution 19-62: The public had no comments or questions on this resolution; a Motion to accept Resolution 19-62 was entered and accepted by Commissioner Soria Perez and seconded by Commissioner Quinones.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

## **CLOSED SESSION**

### **Resolution 19-63**

Melvin Gibson, on behalf of Willie Pass, Finance Director, Resolution approving the HACC payment register for the month of September, 2019 for payment to HACC vendors for the month of September 2019.

The Board of Commissioner unanimously had no questions on Resolution 19-63; The public had no comments or questions on this resolution; a Motion to accept Resolution 19-63 was entered and accepted by Commissioner Cunningham and seconded by Commissioner Keys Frazier.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

### **Resolution 19-64**

This Resolution has been tabled. The Board of Commissioners unanimously agreed to accept the table of this resolution. A Motion to accept the table of Resolution 19-64 was entered and carried by Commissioner Soria-Perez and seconded by Commissioner Quinones.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

## **MANAGER INTRODUCTIONS**

Linda Medina, Assistant Property Manager, representing Roosevelt Manor and Baldwin's Run  
Geraldine Taylor, Property Manager, McGuire Gardens

Ronald Spence, Assistant Property Manager, Kennedy, Westfield and Mickle Towers.

Wanda Riley, Asset Manager and Property Manager for Ablett Village.

Marilu Mendez and Michelle Washington did not attend the Board meeting due to illness.

## PUBLIC PARTICIPATION

1. Rita Jackson – Roosevelt Manor, Phase 5, 671A Central Avenue, Camden, NJ – Ms. Jackson lived at the property 10 year and has been keeping carpet clean on her own. Ms. Jackson, needs new carpet and was told that it within the next 2 years that renovations may be happening at Roosevelt. Ms. Jackson wanted the Board to confirm this information.
2. Amir Khan, 1300 Princess Avenue, Camden, NJ – the advertisement in the Carrier Post Ad is this the only application; what is the purpose of not duplicating the application; why can't the application be walked in or make multiple copies? It is making it more difficult for the residents. The process needs to be simplified.
3. Norman Lee – 3119 East Ironside Road Camden, NJ – 3<sup>rd</sup> attempt in regards to wanting late payment fees of \$170.00 owed for back payment – Norman Lee gave Commissioner Person-Polk papers for the Board.
4. Mark Willis – 218 Augusta Circle, Mt. Laurel, NJ - said that on August 28<sup>th</sup> his wife Traci Willis was cleared of charges, he understands that HACC is appealing this matter. HR resources Manual Sec.100 – Sub Sec 115: Are Board of Commissioners and the Executive Director subject to the same authority code of conduct of the work place, same policies manual regarding confidentiality and work place productivity.
5. Diana Duran, received documents that are incorrect – sent paper for security deposit and W-9, which bank is holding the security deposit, rats in the walls scratching their way thorough, leaks still under the sink, home still not up to code.
6. Maynard Hall – 202 Raritan Street, Camden, NJ – received an Eviction Notice/Grievance hearing notice, stating that she owes rent. Confused about the lease packet; it's confusing not knowing about the relocation notices. She has deeper issues which she would like to speak personally with someone about.

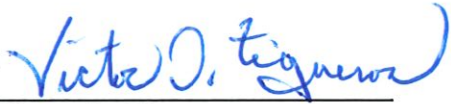
A Motion to adjourn was entered by Commissioner Person-Polk; the Motion to adjourn was carried by Commissioner Cunningham and seconded by Commissioner Soria-Perez.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

**ADJOURNMENT: 7:59PM**

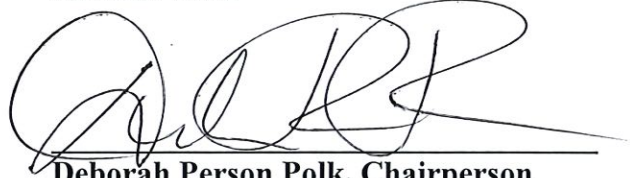
**Attested to this 23<sup>rd</sup> day of December, 2019.**

**ATTEST:**



**Victor D. Figueroa**  
**Executive Director**

**APPROVAL:**



**Deborah Person Polk, Chairperson**  
**Board of Commissioners**