



# **The Housing Authority of Gloucester County**

## **REGULAR BOARD MEETING**

*April 26, 2023*

**A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Building, on Wednesday, April 26, 2023 beginning at 4:30 P.M.**

### **ROLL CALL:**

**The Secretary (Kimberly Gober) called the roll and the following answered "aye":**

- ✓ Chairman William W. Bain, Jr.
- ✓ 1<sup>st</sup> Vice Chairman John Giovannitti
- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Brenden Garozzo (in at 4:36pm)
- ✓ Commissioner Daniel Reed

**And the following were absent:**

- ✓ 2<sup>nd</sup> Vice Chairman Frank Smith

**The Secretary notified the Solicitor that a quorum is present.**

**Also in attendance were:**

- ✓ James Pierson, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Jeffrey Daniels, Deputy Executive Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Dana Trasferini, Administrative Specialist
- ✓ Paul Letizia, AHO Director
- ✓ Grace Seeney, Finance Director
- ✓ Michael Jezierski, Accountant

### **SOLICITOR:**

The Solicitor stated, "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Regular Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, and a copy of which has been posted publicly in accordance with the law."

### **PUBLIC PORTION:**

Agenda items only.

#### **MOTION TO OPEN PUBLIC PORTION:**

MOTION: Commissioner Scott Kintzing  
SECOND: 1<sup>st</sup> Vice Chairman John Giovannitti  
ALL IN FAVOR

Seeing no members of the Public.

#### **MOTION TO CLOSE PUBLIC PORTION:**

MOTION: Commissioner Scott Kintzing  
SECOND: Commissioner Daniel Reed  
ALL IN FAVOR

## EXECUTIVE DIRECTOR REPORT:

- E.D. Gober indicates GCHDC met prior to the Board Meeting taking action on three items. First item being the rejection of the bids for Construction Services for the RCSJ project, bids were substantially over the independent cost estimate, at this time GCHDC will negotiate with the two respondents in line with local public contracts law. Second, GCHDC approved the submission of an application to the National Housing Trust Fund for the RCSJ project. The original funding application submitted in 2021 was awarded to the project from the NJDCA Affordable Housing Trust Funds in the amount of \$4.2M. Since the bids came in substantially over the budget, we are seeking additional funding, through the National Housing Trust Funds, we are seeking to apply for \$7.36M with all other funding staying in place, Gloucester \$3.55M, Gloucester County HOME Funds \$200K and Deptford Township \$100K for a total budget of \$11.2M. The National model is a better fit for the project for not only the additional capital infusion, but also in yielding higher operating revenue, the State model has very suppressed rents. Revenue is projected at \$315K with expenses of approximately \$286K, which includes \$11K set aside for R&R. Commissioner Scott Kintzing inquires if the projected amounts are monthly or annually, E.D. Gober confirms they are annually and explains the funding is recorded as a loan at zero percent interest for thirty years, there are deed restrictions and once the deed restrictions are fulfilled the debt is forgiven, there is no debt service. Third, is a change to GCHDC's By-Laws involving specific language to prohibit political activity, which is as it always has been.
- E.D. Gober advises the Board of an opportunity for savings for the Authority with the NJPHA JIF, of whom HAGC is a member. RES#23-39 asks the board to approve the adoption of a website management policy and RES#23-40 asks the Board to approve the adoption of a cybersecurity policy. The NJPHA JIF covers cyber activity and has established a program that will enhance the Authority's insurance coverage when the Authority meets certain requirements. By adopting the policies with RES#23-39 and RES#23-40 HAGC will meet the requirements, taking the Authority from a 20 percent copay and \$50K deductible to a zero copay and zero deductible for cyber. RES#23-41 asks the Board to approve designating a reasonable accommodation coordinator, who will be the Deputy Executive Director. RES#23-38 updates the ACOP to include HOTMA requirements, HOTMA was enacted in 2016, HUD is now providing rules to PHA's to implement the Act.
- E.D. Gober indicates HUD has issued a press release outlining their action plan to remove unnecessary barriers to housing for people with criminal records. HUD will be issuing a notice of proposed rulemaking providing PHA's with technical assistance regarding determining what convictions are relevant to health and safety and how to conduct an individualized assessment when reviewing criminal history records. Commissioner Scott Kintzing asks if HAGC has ever turned down an individual for a criminal record and if so, does it happen often. E.D. Gober advises HAGC has, and it does not occur often, also that there are different regulations for the HCV Program then the housing that we own/manage. D.E.D. Daniels indicates HAGC applies HUD's rules for program eligibility, if eligible for the subsidy HAGC then moves to tenant suitability as the housing provider under the Fair Chance in Housing Act. There is a discussion regarding the Fair Chance in Housing Act and leasing.
- E.D. Gober indicates the Board packets include a letter from industry groups PHADA, NAHRO, CLAPHA and the MTW Collaborative that has been submitted to President Biden, respectfully requesting the OMB modify its interpretation of the language of the law and exclude residential properties from the definition of infrastructure. For funding purposes affordable housing is not considered part of infrastructure, but for the purposes of how OMB is interpreting the BABA Act, they are considering affordable housing as part of infrastructure, which will make it more difficult to have work completed such as obtaining material and getting contractors to bid on projects. The letter highlights surveys stating that contractors, like many other industries are facing a labor shortage, the surveys show staff capacity and project parameters can derail necessary

construction work. The BABA act would lead to a reduction in bid responses from contractors due to the additional administrative burden. Contractors may select not to participate in HA projects, further reducing the number of quality contractors in a specified area, it is also believed it will increase development costs and the time to get things completed. E.D. Gober indicates there is also a press release included in the Board packets regarding problems with the Housing Choice Voucher Program not being able to keep up with the rising rents across the country, this is affecting everyone including HAGC's utilization. Also, HAGC has noted internally that DCA may be housing individuals with their vouchers in HAGC's jurisdiction, HUD is organizing a meeting with DCA and we informed them we want to be involved, Chairman William W. Bain Jr. agrees HAGC should be involved in this meeting. E.D. Gober indicates the Board packets also includes an article from PHADA regarding HUD notice recently published regarding VASH vouchers that will be available, May 10, 2023 is the deadline to submit registration of interest, HAGC will seek a letter of support from Veterans Affairs.

- Chairman William W. Bain Jr. asks for an update on HAGC Security Operations. AHO Director, Paul Letizia advises HAGC has hired a part time security person to handle nighttime hours, HAGC has asked LifeStation to supply a monthly report indicating how many activations each property has, once received the Board will be updated. The nighttime roving patrol is being maintained. It seems our residents have adjusted to the new security operations; the new Security Supervisor is on the properties meeting and introducing himself to the residents. AHO Director Paul Letizia indicates he has not received any concerns directly from our residents within the last month or so, EMS is entering the buildings unhampered. E.D. Gober advises the system is functioning as designed.
- Commissioner Scott Kintzing indicates meeting with Michael Thilker from Bowman and Company, who is conducting the Board interview for HAGC's audit, neither side has any concerns.

**NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS**

**AGENDA:**

- A. Review and Action of Minutes – MARCH 2023
- B. Consider Interim Bill List, 23-04 Sections A, B, C, D
- C. Consider Bill List 23-04 Sections E, F, G, H
- D. Consider Ratification of GCHDC, Seniors, Shepherd's Farm, eMurphyg, Inc., PMURC, Inc. Sections A, B, C, D, E, F
- E. Consider Acknowledgment of Pop Moylan, Colonial Park LP Sections G, H, I, J

**RESOLUTIONS**

<b>23-36</b>	CONSIDER RESOLUTION APPROVING UPDATES TO HAGC'S MAINTENANCE POLICY
<b>23-37</b>	CONSIDER RESOLUTION AUTHORIZING THE EXECUTION OF A MOU BETWEEN HAGC AND YMCA
<b>23-38</b>	CONSIDER RESOLUTION AUTHORIZING UPDATE TO ACOP TO INCLUDE HOTMA REQUIREMENTS
<b>23-39</b>	CONSIDER RESOLUTION APPROVING ADOPTION OF HAGC'S WEBSITE MANAGEMENT POLICY
<b>23-40</b>	CONSIDER RESOLUTION APPROVING ADOPTION OF HAGC'S CYBERSECURITY POLICY
<b>23-41</b>	CONSIDER RESOLUTION DESIGNATING A REASONABLE ACCOMMODATION COORDINATOR
<b>23-42</b>	CONSIDER RESOLUTION AUTHORIZING AND APPROVING A CHANGE TO THE BY-LAWS OF GCHDC

**MOTION TO APPROVE THE AGENDA ITEMS**

MOTION: Commissioner Brenden Garozzo

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

**🔊 PUBLIC PORTION:**

Any comments from the public.

**MOTION TO OPEN PUBLIC PORTION:**

MOTION: Commissioner Brenden Garozzo

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

Seeing no members of the Public.

**MOTION TO CLOSE PUBLIC PORTION:**

MOTION: Commissioner Brenden Garozzo

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

**🔊 ADJOURNMENT:**

**MOTION TO ADJOURN:**

MOTION: 1<sup>st</sup> Vice Chairman John Giovannitti

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

**Respectfully submitted,**



**Kimberly Gober, Secretary**

**Dated: April 26, 2023**