

**PRINCETON HOUSING AUTHORITY
MINUTES OF THE MONTHLY MEETING
May 21, 2019**

The members of the Board of Commissioners of the Princeton Housing Authority met in regular session at the Princeton Municipal Building - Community Room, 400 Witherspoon Street, Princeton, NJ.

The meeting was called to order at 6:25 p.m. by Chairperson Newlin and upon roll call, those present and absent were:

Present: Commissioners Newlin, Logan, McGowan and Weiss,
Attorney Cochran, Acting ED Hart; Acting ED Johnson

Absent: Commissioners Pannell, Sippelle and Tuck-Ponder

Opening Statement

A motion to open the meeting was made by Mr. McGowen and seconded by Ms. Logan. All were in favor

The following is an accurate statement concerning the providing of notice of this meeting:

Adequate notice to the public of the time, date and place of this regular meeting of the Board of Commissioners of the Princeton Housing Authority to be held on Tuesday, May 21, 2019 at 6:15 p.m. at the Princeton Municipal Building- Community Room, 400 Witherspoon Street, Princeton, New Jersey was given by:

1. Providing notice of the same to the Municipality of Princeton, 400 Witherspoon Street, Princeton, New Jersey, for posting on the bulletin board reserved for notices of public meetings, at least 48 hours in advance of the meeting; and
2. Providing notice to and causing to be published in the Princeton Packet, official newspaper of the Princeton Housing Authority, notice hereof; and
3. Filing notice hereof with the Clerk of the Municipality of Princeton at 400 Witherspoon Street, Princeton, New Jersey.

This announcement of the Board of Commissioners' compliance with the notice provisions of the Open Public Meetings Act shall be duly entered in the minutes of the meeting.

I. Public Comment Period

Mr. Dosier Hammond reminded everyone in attendance of the upcoming Housing Assistance Coalition tenant support workshop scheduled for June 13, 2019 at the Henry F. Pannell Learning Center on Clay Street.

Ms. Catherine Parr a resident at 212 Redding Circle inquired about the source of the "No Smoking" addendum to all tenants' leases as part of the implementation of the HUD mandated "No Smoking" policy adopted by the Board in July, 2018. Mr. Cochran advised that it was copied, verbatim, from "Appendix B: Same Lease Language" of the HUD publication entitled, "Guidebook Implementing HUD's Smoke-Free Policy in Public Housing" and that a copy thereof had been provided to her attorney. She began to repeat her earlier complaints regarding a neighboring tenant who smokes. Chairman Newlin advised her that since she was represented by counsel and the matter was presently before the court, it was inappropriate for the Board to be discussing it at a public meeting. He suggested that she ask her attorney to direct any questions or comments she may have to counsel for PHA.

II. Approval of Minutes.

Mr. Weiss noted that the minutes did not reflect Ms. Hart's advice at the April 16, 2019 meeting that the Authority has yet to receive a "HAP" payment from HUD under the RAD conversion and that the same were 4 months in arrears as a result. He then moved to approve the minutes of the April, 2019 regular meeting, subject to the foregoing amendment, which motion and amendment was seconded by Mr. McGowen. All were in favor.

III. Approval of Payment of Bills.

Copies of the April, 2019 check registers were provided to all Commissioners. A motion to approve the payment of the bills was made by Ms. Logan and seconded by Mr. Newlin. All were in favor.

IV. New Business reports

Tenant Balances:

Ms. Hart reported that the current tenant balances were continuing to decrease and that total rents receivable was only \$3,795.50.

Vacancy Report:

Ms. Hart reported that there were two vacancies, one of which is the unit in which there was a fire and which is still being repaired.

Financial Statements:

Current financial statements were provided and reviewed by the Board.

V. New Business Resolutions:

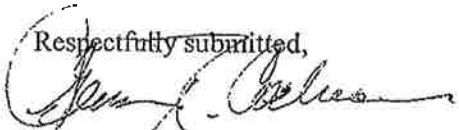
Upon motion duly made by Mr. McGowen and seconded by Mr. Weiss, the Board adopted Resolution 2019-4, approving the fiscal year 2019-20 Annual Budget and scheduling consideration of its adoption at the June 18, 2019 regular meeting. By roll call vote, all present were in favor.

Upon motion duly made by Mr. Weiss and seconded by Ms. Logan, the Board adopted Resolution 2019-5, authorizing the Executive Director to change the Maintenance Department's working hours from 7am to 3:30 pm to 8:00 am to 4:30 pm, effective June 1, 2019. By roll call vote, all present were in favor.

Upon motion duly made by Ms. Logan and seconded by Mr. Newlin, the Board adopted Resolution 2019-6, authorizing the Executive Director to close the Senior Citizen/Disabled waiting list until further notice, and to cause to be published in the Princeton Packet and on the PHA website notice of this waiting list closure. By roll call vote, all present were in favor.

There being no further regular business, a motion to adjourn the meeting was made at 7:09 p.m. by Mr. McGowen and seconded by Ms. Logan. All were in favor.

Respectfully submitted,



Glenn R. Cochran (Acting Secretary)

2019 HOUSING AUTHORITY BUDGET RESOLUTION

Princeton Housing Authority

Resolution 2019-4

FISCAL YEAR: FROM: July 1, 2019 TO: June 30, 2020

WHEREAS, the Annual Budget and Capital Budget for the **Princeton Housing Authority** for the fiscal year beginning, July 1, 2019 and ending, June 30, 2020 has been presented before the governing body of the **Princeton Housing Authority** at its open public meeting of May 21st, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,973,004 , Total Appropriations, including any Accumulated Deficit if any, of \$ 1,512,844 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,125,495 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

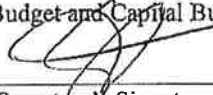
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the **Princeton Housing Authority**, at an open public meeting held on May 21, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the **Princeton Housing Authority** for the fiscal year beginning, July 1, 2019 and ending, June 30, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the **Princeton Housing Authority** will consider the Annual Budget and Capital Budget/Program for adoption on June 18, 2019.



 (Secretary's Signature)

5-21-19
 (Date)

Motion: McGowen Second: Weiss

Governing Body Member:	Aye	Nay	Abstain	Absent
Leighton Newlin	X			
Linda Sipprelle				X
Bertha Logan	X			
Joseph Weiss	X			
Alvin McGowen	X			
Michele Tuck-Ponder				X
Henry Pannel				X