

**PRINCETON HOUSING AUTHORITY
MINUTES OF THE MONTHLY MEETING
May 20, 2014**

The members of the Board of Commissioners, Princeton Housing Authority, met in regular session at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, NJ.

The meeting was called to order by Chair Newlin and upon roll call, those present and absent were:

Present: Commissioners Newlin, Levy, Pannell, Sipprelle, McGowen, Brooks, Logan, and LHA AED Parsons

Absent: Liaison Liverman and attorney Cochran

Guests: None

Opening Statement

A motion to open the meeting was made by Ms. Brooks and seconded by Mr. McGowen. 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 20, 2014 at 6:00 p.m. at the Henry F. Pannell Learning Center, 2 Clay 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, the 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 this meeting.

I. Public Comment Period

None

II. Approval of Minutes

A motion to approve the minutes of the April 15, 2014 meeting was made by Ms. Sipprelle and seconded by Mr. Pannell. All were in favor.

III. Approval of Payment of Bills

Copies of the April check registers were provided to all commissioners. After discussion, a motion to approve the payment of bills for April was made by Mr. McGowen and seconded by Mr. Levy. All were in favor.

IV. New Business/Reports

Tenant Balances

A copy of the tenant balance report was provided to all commissioners. The outstanding balances at the end of April 2014, for active tenants, were \$13,654.25. The report also indicates that \$3,524.96 is due from vacated tenants. The total amount due from current and vacated tenants, including back rent charges and fraud recovery charges, is \$27,163.21. The Aged Accounts Receivable schedule indicates that of the \$13,654.25 due from current residents, \$11,490.59 (84.15%) is in the range of 0-30 days delinquent. Additionally, the report indicates the total Tenant Accounts Receivable balance equals 1.57% of the annual tenant charges where the HUD guideline is 1.5% or less.

Vacancy Report

The vacancy report, effective May 20, 2014, was provided to all commissioners. The report indicates that there are no vacant apartments. The report also indicates that one apartment has been leased since the last board meeting and there are no known upcoming vacancies.

Financial Statements

Financial Statements for the 9 months ending March 31, 2014 were provided to the commissioners. The financial statements indicate a \$46,876 deficit through March. Mr. Parsons indicated the financial statement deficit is due to the annual pension contribution of over \$40,000 that was paid in March. Through 75% of the budget year, the PHA has expended 80.28% of the budget. The Maple/Franklin financial statements indicate a \$1,148 deficit through March. Balance sheets were also provided for both the Public Housing Program and Maple/Franklin.

HUD 50058 Delinquency Report

Mr. Parsons provided all commissioners with a copy of the HUD 50058 Delinquency Report as of April 30, 2014, which indicates the Princeton Housing Authority's reporting rate is 100%.

Changes to flat/ceiling rents – 2014 Appropriations Act

Mr. Parsons provided all commissioners with the letter from the Assistant Secretary of HUD, Sandra Henriquez, explaining the requirement to implement the new flat rent provision. Also provided to the commissioners was a spread sheet showing the current flat/ceiling rents and how much they will increase to after the new flat rent provision is implemented.

Affordable Housing Opportunities and Challenges in Princeton

Mr. Parsons and Mr. Newlin provided a summary of the presentation to the commissioners that were not able to attend. Mr. Parsons informed the board that he has emailed them the power point slide show that was used and that the presentation will be broadcast on the local TV channel and will be available to view at any time via a link on the website.

2015 Budget (Resolution 2014-3 & 2014-3A)

A copy of the 2015 State and HUD budgets were provided to all commissioners. After discussion, a motion to approve both budgets was made by Mr. McGowen and seconded by Ms. Sipprelle. All were in favor.

Redevelopment Sub-Committee

Mr. McGowen and Mr. Levy presented the results of the committee's meeting. They indicated that another meeting will be needed and then they will report back in July. Items of discussion included possibly leasing a portion of the M/F property for retail or a clinic to help fund/subsidize the development. Other topics included possibly partnering with another local agency, hiring a consultant and/or developer and zoning changes that will be needed.

V. Unfinished Business

Mr. Newlin informed the board the he and Scott will be meeting on Thursday with the new Superintendent of the Princeton Schools, Steve Cochrane, to discuss the lack of bus transportation for high school students living at Karin Court and for the after school program students. Ms. Logan questioned whether the Free B bus would be available for these needs. Mr. Newlin will report back to the board after the meeting.

A motion to adjourn the meeting was made by Mr. McGowen and seconded by Mr. Pannell. All were in favor.

Respectfully submitted,

Scott E. Parsons