

Princeton Housing Authority
Residents' Council Meeting

September 23, 2024

Agenda

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Guest: United Way, Tamara Curtis

Resident Council Update

- Treasurer's Report
- President's Update

Office Update

- Deputy Director's Report
- Housing Manager's Update

New or Unfinished Business

Public Comment

Join Us & Hear from a Guest Speaker*
Monday, September 23rd from 1:00 - 2:30 PM
Main Office – 179 Spruce Circle

Meeting Agenda

- Meet **Tamara Curtis** from United Way
- **Resident Council Business**
- PHA Board of Commissioner Updates
- News from the Office
- Public Comment

Join by Zoom, if you can't make it in person:
Login Link:
<https://tinyurl.com/tenantcouncilpha>
Meeting ID: 847 1841 9150
Passcode: TCFHA

***Snacks provided - courtesy of United Way**

Calling All Artists, Crafters, and Bakers!
We need YOU for a Holiday Craft & Cookie Swap

1st Annual Holiday Craft & Cookie Swap
Sunday, December 8th, 1:00 to 4:00 PM
Ronald M. Caporelli Community Center, 1 Redding Circle

Arts & Crafts
We're looking for tenants who would like to share their arts or crafts knowledge by helping children make a holiday craft or ornament. If you have a favorite craft, send us the list of materials needed and the Residents Council will supply what you need to help the kids create a special project. **You'll need to be present to help the children during the party on December 8th.**

Bakers
We're looking for tenants who would like to share their favorite cookie or bar and the recipe! Everyone is encouraged to bring a few dozen individual cookies or bars to share and the Residents Council will make a holiday treat cookbook out of the recipes submitted in advance.

To participate in a craft or share a recipe for the cookbook, please contact Victoria Floor at 650-773-2319 or scan the QR code to the left and sign up electronically.

PRINCETON HOUSING AUTHORITY



Call to Order, Attendance, & Minutes

Call to Order

- For the September Regular Meeting of the Residents' Council of the Princeton Housing Authority, the meeting was called to order at: 1:00 PM by Patricia Gillette.

Attendance & Sign In - *Did Everyone Sign In?*

- There were 15 members (represented units) in attendance.
- A quorum was not present for this meeting.

Minutes

- The minutes of the last meeting were reviewed via the website. Victoria moved to accept. Patricia seconded. Unanimous approval
- The minutes were accepted as read.

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Guest Speaker -
Tamara Curtis,
United Way

Guest Program Information

Tamara Curtis from the United Way

- **For information or to enroll 609-637-4910**
- **Email: tamara.curtis@uwgmc.org**
- **www.uwgmc.org**
 - SNAP and food applications
 - Taxes
 - See flyer in bag

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Resident Council Update

Website Review - LAP

Treasurer's Report

President's Report

Treasurer's Report

2024-25 Fiscal Year Budget report by Victoria

- Balance Remaining \$3,240, budget for Holiday Craft and Cookie swap is \$1,125

Resident Council of the PHA Annual Budget 2024-25	Date	Description of expenses	Expected (Budget)	Actual	Difference	TP \$ used	Other Income Used (non TP %)
Income							
Income Source: TP Funds	7/15/2024	50% of Tenant Participation Funds	\$1,620		\$1,620		
Income Source: TP Funds	1/15/2025	50% of Tenant Participation Funds	\$1,620		\$1,620		
Total Income			\$3,240		\$3,240		
Expenses							
Online or Zoom Training Classes for Board of Directors members	3Q 2024	Training for Board of Directors	\$250		\$250		
Accessories for Health Classes for up to 15 participants	9/1/2024	resistance bands, 1-2 lb. weights	\$300		\$300		
December Holiday Craft and Cookie Swap Party (1 at Redding and 1 at Spruce)	12/1/2024	Materials to make ornament for 150 participants	\$1,125		\$1,125		
Spring Into Summer Community Garden Planting Party	3/1/2025	Plants and tools for Raised Bed Gardens at Participating Developments*	\$1,500		\$1,500		
Other (describe)							
Total expenses			\$3,175		\$3,175		
Year-end balance			\$65		\$65		
Date Approved by Resident Council: _____			Date Approved by the PHA: _____				
Resident Council President (name and signature) _____			Resident Council Treasurer (name and signature) _____				
PHA Representative (name, position, and signature) _____							
<small>* To qualify as a "Participating Development" the Community Representatives from that Development would have to identify a Garden Captain who agrees to water and tend the garden.</small>							

President's Report

Board of Commissioners' Update from Patricia

- Policies - 9 new policies
- Projects - Preschools
- Other News from the meeting of the Board of Commissioners

Resident Council Update from Kent

- News from the Board of Directors
- Projects - Spruce Parking Town Council appearance
- Summer BBQ - photos
 - Sno Cones, face paint, spin art, pop-a-shot, ping pong, Connect 4, community partners

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Office Update

Deputy Director's Report

Housing Manager's Report

Deputy Director's Report

Deputy Director's Updates from Peggy

- **Authority-wide projects**
 - **Pannell Center Pre-K:** coming soon, 2 classrooms
 - **100 Redding Pre-K:** coming soon, 1 classroom
 - **Ronald M. Caporelli Community Room:** completed dedicated at the Summer BBQ
 - **Fall projects:** cleaning up the landscape, courtyards, and common areas
 - **Bi-Annual inspections:** Karin Court underway in September; Spruce & Redding Senior in November 2024; and Redding Family/Clay in January.
- **Work orders: July-495; August-377**
 - Turnovers and grounds were a majority of requests
 - Patterns: **clogged drains**
 - Finding excess hair, caps, toothbrushes, and grease. **Only water should be going down drains!**
- **Rental Arrears**
 - **Karin Court \$18,697** (4 units)
 - \$14,026 is the majority & owed by 1 unit, tenant on repayment plan.
 - **Redding, Clay, Spruce \$87,873** (19 Units)
 - \$37,498-Evicted lockout
 - \$15,082-Evicted in appeals
 - Remaining balances tenants either have repayment plans or assistance coming from Community partners.
- **Other**
 - **Rent Drop Off Day:** Starting October 1st (and on all 1st day of the month) the office (179 Spruce Circle) will have open hours from **10am-noon & 2pm-4pm**. Drop off rent, meet Erika and Peggy!

Housing Manager's Report

Housing Manager's Updates from Erika

Tenant Rent




- **Reminder:** income changes will be reflected on Recertifications. ***If your income changes, please report it!***
- **Assistance Program Updates:** HIP (Housing Initiatives of Princeton), Arm in Arm, and Catholic Charities. Working on a few more.

Vacancy Report

Type of Unit	0 BR	1 BR	2 BR	3 BR	4 BR
Family		1 62C-10/1	2 16C-10/1 19C-11/1	1 21R-12/1	
Senior or Disabled		4 402R-10/1 187S-10/1 198S-10/1 106R-11/1	1 183D-10/1		

Other

- **Annual Recertification** due on July 1st. Office will send out earlier next year but retain effective date of July 1st, unless you just moved in.
- **Tenant notices:** Inspection notices went out for Karin Court and 30-Day nonpayment notices
- **Bingo** was held 9/10, about 12 people attended, can do again if interested.
- **Capital Health** will be at 179 Spruce Circle office on Wednesday 9/25 at 10:30am
- **Catholic Charities** is available at 1 Monument Drive, walk ins or appointments.
- Will schedule office hours at 1 Redding should tenants need for lease signings.



Any Business or Comments?

New or Unfinished Business

- Business brought to the floor by Fay Simeone Garbage area at Redding Senior is stinking because people are putting garbage in recycle bins. Need Signage
- Business brought to the floor by Patricia Gillette people putting food out for animals.
- Raquel Brewer/Kent Payne update signage so people know which can to use and conduct a Recycling Education Program
 - Provide multilingual signage about what to recycle

Public Comments

- None

Meeting Adjournment

- Motion by Willie.
- Second by Sue
 - All in Favor
 - No one Opposed