
Princeton Housing Authority

**Minutes of the Regular Meeting – June 19, 2024 at 6:15 PM
via Zoom**

I. Notice of Meeting: read by Chairwoman Spitz

II. Roll Call

- a. **Present:** Interim Executive Director-John Clarke; Commissioners: Samuel Becker; Patricia Gillette; Denny Velazquez; Chairwoman Felicia Spitz; Board Attorney-Robert F. Casey
- b. **Excused:** Roger Piné; Jeffrey Oakman; Linda Sippelle
- c. **Members of public:** Peggy Brookes, Deputy Director.

III. Public Comment – None.

IV. Reading of Minutes

- a. No questions or corrections from May 15, 2024 Minutes.

V. Interim Executive Director's Report

John Clarke reported: HUD inspections tomorrow for RAD units; PHA is prepared and expectation is we pass; 196 completed annual inspections; there are 14 vacant units; Colleen Drewes contract explained by John (grant writer) and follow-up questions by Commissioner Velazquez; Chair inquires about \$1.7m check and ability to deposit and issuance of RFP asap for tenant services; John reviews the proposed resolutions.

VI. Committee Reports

- a. Finance and Legal. Chair reports frustration with Princeton and lack of responsiveness on PILOT and cooperation process; municipality needs the PHA for affordable housing obligations; no PHA meeting in August; nine (9) new policy drafts for Commissioners to review; all PHA travel must be approved by Commissioners.
- b. Personnel and Operations. Chair reports that there currently are 74 people on the PHA waitlist and evaluating pricing for software to manage the waitlist.
- c. Special Projects: No report.
- d. Marketing and Community Relations. Chair reports the resident council is organized and running! PHA BBQ is August 24th.
- e. Redevelopment. Chair reports that she met with Princeton re: redevelopment, financing and zoning items.

VII. Resolutions

- a. Resolution #2024-19. Resolution Approving the Late Submission of the Princeton Housing Authority Budget for FYE 6/30/25. Motion made by Becker, seconded by

Velazquez and approved unanimously by the Commissioners in attendance.

- b. Resolution #2024-20. Resolution Accepting and Recognizing the Resident Council of the Princeton Housing Authority (RC-PHA). Motion made by Gillette, seconded by Spitz and approved unanimously by the Commissioners in attendance.
- c. Resolution #2024-21. Resolution Approving the Resident Council and Housing Authority Memorandum of Understanding. Motion made by Spitz, seconded by Becker and approved unanimously by the Commissioners in attendance.
- d. Resolution #2024-22. Resolution to Adopt and Approve the Annual Cash Management Plan for use by the Princeton Housing Authority. Motion made by Velazquez, seconded by Becker and approved unanimously by the Commissioners in attendance.
- e. Resolution #2024-23. Resolution Authorizing and Approving Summer BBQ Saturday, August 24, 2024, and not to exceed \$6k. Motion made by Becker, seconded by Velazquez and approved unanimously by the Commissioners in attendance.
- f. Resolution #2024-24. Resolution Accepting the Karin Court Associates, LP Audit for FYE 12/31/23. Motion made by Velazquez, seconded by Spitz and approved unanimously by the Commissioners in attendance.

I. Consent Agenda

- a. Resolution #2024-18. Resolution Ratifying, Authorizing and Approving Payment of Bills for the Month of May 2024. Motion made by Spitz, seconded by Velazquez and approved unanimously by the Commissioners in attendance.

II. Unfinished Business

- a. None.

III. New Business

- a. None.

IV. Adjournment

- a. Motion to adjourn made by Becker, seconded by Velazquez and approved unanimously by the Commissioners in attendance. Meeting adjourned at 7:10 p.m.