

Borough of Buena Housing Authority  
County of Atlantic  
State of New Jersey

**Regular Meeting**

May 3, 2016 at 7:02 pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairman Giovinazzi on Tuesday, May 3rd, 2016, at 7:02 pm at 600 Central Avenue, Minotola, NJ. The meeting was held in compliance with the open Public Meetings Act, and notice of the meeting was provided to the Daily Journal and The Press of Atlantic City. Roll call was taken.

The following commissioners were present:

Chairman Giovinazzi  
Commissioner Cooper  
Commissioner Delano  
Commissioner Hoban

The following individuals were also present: Jacqueline Jones, Executive Director; Linda Avena, Accountant; Robert DeSanto, Solicitor, Christine Trout, Site Manager.

Chairman Giovinazzi read the "Sunshine Law Statement".

Chairman Giovinazzi then called for a motion to approve the minutes of the meeting held on January 14, 2016. This was tabled as two of the Commissioners were not in attendance.

Chairman Giovinazzi then called for the Financial Report to be given. The report was given by Linda Avena, Accountant.

Chairman Giovinazzi called for a motion to approve the financial report.

Commissioner Delano made a motion and was seconded by Commissioner Cooper. All were in favor.

Chairman Giovinazzi moved onto Old/New Business and Executive Director Jacqueline Jones gave the Executive Report.

Mrs. Jones mentioned the **Operating Subsidy 2016 - Decrease.**

The Operating Subsidy for 2016 was submitted in February 2016. The forms are submitted when and as directed by HUD. Often the Operating Subsidy for a given year is not known until after the start of the year. This year was no exception. The Operating Subsidy for 2016 is calculated at \$109,474. The Operating Subsidy for 2015 was \$128,719. The decrease in the Operating Subsidy for 2016 is \$19,245. This decrease is largely attributed to the decrease in the cost of fuel oil and the warmer temperatures experienced in 2015. It is crucial to maintain a conservative Operating Budget each year to be able to compensate for these types of unexpected decreases in Operating Subsidy.

**Operating Budget – Year End 2017**

The Operating Budget for the period April 1, 2016 through March 31, 2017, was approved at the January 14, 2016 board meeting. The budget was also approved by the State of New Jersey. The next step is for the Board to adopt the budget. A resolution is included in the packet for board consideration for the adoption of the Operating Budget for the period April 1, 2016 through March 31, 2017.

### **Update on the RAD application:**

- The RPCA – RAD Physical Condition Assessment – is complete; the report indicates that no immediate repairs/improvements are required for the conversion to RAD;
- The Environmental Review to be performed by Atlantic County is expected to cost \$1,850;
- The “Financial Plan” due date was extended and is expected to be filed by the end of April 2016.
- The “Closing” – basically, the Conversion to RAD – could take place in August 2016.
- The conversion will be completed with the Buena Housing Authority remaining as it is today; there is no need for forming an additional entity at this time as there is no requirement to obtain funds through a loan for repairs at the property; there will be no change in the PILOT (property taxes) payment; there will be no change in insurance coverage under the NJ PHAJIF – NJ Public Housing Authority Joint Insurance Fund;
- The Significant Amendment to the Annual Plan for RAD was approved by HUD;

A discussion was held pertaining to changing the tenant parking rules in the complex to allow overnight street parking. The Borough, Police, Fire and EMT departments were consulted. They did not feel there would be any problems with this change in parking.

A motion was made for the Board of Commissioners to authorize the Executive Director to make Administrative Rules for the Complex, by Commissioner Delano and seconded by Commissioner Hoban. All were in favor.

### **The following Resolutions were then presented and passed as follows:**

These resolutions for Approval of Monthly Expenses were grouped and voted on together.

#### **Resolution 2016-15 Approval of Monthly Expenses January 15, 2016 to February 29, 2016**

#### **Resolution 2016-16 Approval of Monthly Expenses March 1, 2016 to March 31, 2016**

#### **Resolution 2016-17 Approval of Monthly Expenses April 1, 2016 to May 3, 2016**

A motion was made by Commissioner Hoban and seconded by Commissioner Cooper to approve the resolutions. The motion was approved by unanimous vote.

#### **Resolution 2016-18 Adoption of Housing Authority State Budget 4/1/2016 to 3/31/2017**

The motion was made by Commissioner Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

#### **Resolution 2016-19 Approval of Capital Fund FFY 2016**

The motion was made by Commissioner Cooper and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

Mrs. Jones asked if there were any comments from the Board Members.  
There were none.

Chairman Giovinazzi asked for a motion to close the meeting.

A motion was made by Commissioner Hoban, and seconded by Commissioner Cooper.

The motion was approved by unanimous vote.

The next meeting is scheduled for July 21st, 2016 at 4:00 pm.

At 7:34 pm the meeting was adjourned.

Respectfully submitted,

Jacqueline Jones, Executive Director