

**MINUTES OF THE MAY 2017 MEETING  
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, May 24, 2017 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:08 p.m.

Chairperson Ronald Harwood announced the Sunshine Law requirement had been met, properly posted and advertised.

The meeting was called to order by Vice Chairperson Juanita Jones, who announced the meeting was being conducted under the Open Public Meetings Act.

Chairperson Ronald Harwood proceeded to call the roll at this time. Present were: Vice Chairperson Juanita Jones, Commissioner Patricia Campbell, Commissioner Sue Maxwell were present and Commissioner Sandi Harris was absent. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

**EXECUTIVE DIRECTOR'S REPORT**

For May 2017, the WHA posted a consolidated month-to-date loss of \$324 and year-to-date loss of \$324 for the fiscal year-to-date (04/1/17 to 3/31/18). The YTD operating loss is the same because the new fiscal year started 4/1/17.

**UNIT OCCUPANCY**

	<u>Percentage</u>	<u>Actual vacancies as of 5/24/2017:</u>
Sandman Towers:	99 %	4(3 Leased up before 5/24/2017)
Commissioners Court:	100 %	

**RECOMMENDED AGENCY PRIORITIES**

1. Paul Dice Executive Director gave an update regarding the Sandman Tower Exterior Painting Project. The WHA has hired Walter Wolfe as a Painting consultant who is working with Charles Ragonese Architect to make sure the M&M Construction and the painting project is proceeding appropriately.
2. Paul Dice Executive Director asked Melissa Wheeler to give an update on the New Washers and Dryers for Sandman Tower and Commissioners Court. We have found a new local company to manage and maintain the machines.
3. Paul Dice Executive Director gave an update stating that the Deck Work in Commissioners Court is now complete.
4. Paul Dice Executive Director gave an update regarding Fire Alarm System in the Laundry/Storage Rooms of Commissioners Court. They are finalizing the electric repair work and connecting them back to the fire panel in the Maintenance Shop. At this time, the Maintenance Shop fire panel is not tied into the main panel at Sandman Tower.
5. Paul Dice Executive Director discussed have a meeting with Fire Department representatives on Tuesday, May 23, 2017 at 10:00 a.m. to discuss the large number of calls.
6. Paul Dice Executive Director talked about the Annual HUD Physical Inspections. For Commissioners Court the REAC inspection is on June 12, 2017 and the Sandman Towers has been rescheduled since the exterior painting is in progress.

**ADMINISTRATIVE REPORTS**

1. Terence Oslar, Lease Enforcement gave his monthly report for the month, gave an update on the cameras and talked about weekly IT meetings.
2. Betsy Loyle, Director of Operations talked about being in the Public Comment period for the ACOP and No Smoking Policy. Betsy touched upon the Commissioners Court discussion on the Playground and using rubber mulch which is a short term economical solution and in compliance with REAC Inspection.
3. Melissa Wheeler Financial Administrator talked about replacing dining room lights, quotes to remove rubber matting and replace it with rubber mulch for the Playground.
4. Tracey Young Maintenance Manager talked about the ground of the Playground being impacted. We are required to dig 10 to 15 inches to be within code for rubber mulch. Tracey also talked about Trash room door locks being changed.

**PUBLIC PORTION**

- Patrick Lawley Apt 205 inquired about getting washer & dryer cleaned.
- Lisa Hartman Apt 208 asked about power washing windows.

