

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

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, July 26, 2017 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:09 p.m.

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

The meeting was called to order by Chairperson Ronald Harwood, 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 Sandi Harris were present and Commissioner Sue Maxwell was absent. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

**EXECUTIVE DIRECTOR'S REPORT**

For July 2017, the WHA posted a consolidated month-to-date profit of \$22,127 and year-to-date operating profit of \$17,998 for the fiscal year-to-date (04/1/17 to 3/31/18).

**UNIT OCCUPANCY**

	<u>Percentage</u>	<u>Actual vacancies as of 7/26/2017:</u>
Sandman Towers:	99 %	2(1 Leased to Caring Inc)
Commissioners Court:	98 %	3(2 Leased up by 7/26/2017)

**RECOMMENDED AGENCY PRIORITIES**

1. Paul Dice Executive Director handed out the front page of the PHADA Advocate to talk about the Financial Summary on the White House FY 2018 HUD Budget proposal and House Appropriation Bill.
2. Paul Dice Executive Director talked about the Annual HUD Physical Inspections. For Sandman Towers the REAC inspection is on August 21, 2017.
3. Paul Dice Executive Director discussed the removal of the emergency pull system. Daniel F. Spiegel, Chief of Department talked to Paul about the reduction in false alarm calls.
4. Paul Dice Executive Director talked about the Lunch with Lynch. 'Lunch with Lynch' is a not-for-profit named after John Lynch. He's also the Director of Sales and Entertainment for the Wildwood Convention Center. On 7/19/17 he and a corporate sponsor held a craft making and BBQ for the children of Commissioners Court, the Wildwood Police were also in attendance.
5. Paul Dice Executive Director talked about leasing Apt 103 at Fair Market Flat rent to Caring Inc, who is currently leasing Apt 104, needed more office space.
6. Paul Dice Executive Director talked about Complete Care 5-year Lease coming to the end. We will propose to renew for an additional 5 years and a negotiation of rent. They currently pay \$45,650/yr. plus utilities. I propose that we increase the rent by 5.1%, making it \$48,000/yr. plus utilities.
7. Paul Dice Executive Director talked about submitting an 2017-2018 Annual Capital Fund Plan and the 5 - Year Capital Action Plan for 2018 - 2021 to HUD (Housing and Urban Development). HUD allocates Capital Funds to PHAs to provide assistance for capital and management activities.

**PUBLIC PORTION**

- Patrick Lawley Apt 205 talked about letter to HUD about money for Housing Authority.
- Charlene Smith Apt 805 talked about the recapture of the reserves budget.
- Rose De Rosa Apt 304 asked about the CSP tables.
- Patricia Haralambopoulos Apt 709 talked about water getting in through her bent window.
- Carol Jones Apt 605 talked about water getting in.
- Daryle Cook Apt 1007 talked about knowing Donald Trump, being a part of his President Advisory Board and writing a letter to him concerning HUD funds.
- Charlene Smith Apt 805 asked about laundry room machines.

**APPROVAL OF MINUTES & RESOLUTIONS**

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, June 28, 2017 Meeting Minutes Commissioner Campbell made the motion and Commissioner Jones seconded. All others present were in favor.

The monthly payables and resolutions were presented for approval at this time:

Resolution# 2017-35 Approving the Payment of Regular Bills  
Roll Call Vote:  
Motion: Commissioner Jones  
Second: Commissioner Harris  
Roll Call: Unanimous

Resolution# 2017-36 Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment  
Roll Call Vote:  
Motion: Commissioner Jones  
Second: Commissioner Campbell  
Roll Call: Unanimous

Resolution# 2017-37 Approving the Annual Capital Fund Plan and a 5-Year Capital Action Plan  
Roll Call Vote:  
Motion: Commissioner Campbell  
Second: Commissioner Jones  
Roll Call: Unanimous

Resolution# 2017-39 Approving Renewal Lease Agreement with Complete Care Health Network  
Roll Call Vote:  
Motion: Commissioner Jones  
Second: Commissioner Campbell  
Roll Call: Unanimous

Chairperson Ronald Harwood asked for a motion to go into Closed Session at 5:45 pm. Commissioner Campbell made the motion, Commissioner Harris seconded.

Resolution# 2017-38 Approving for Executive Closed Session  
Roll Call Vote:  
Motion: Commissioner Campbell  
Second: Commissioner Harris  
Roll Call: Unanimous

The Regular Meeting of the Wildwood Housing Authority was back in session at 5:52 pm. Commissioner Campbell made the motion. Commissioner Jones seconded.

Chairperson Ronald Harwood asked for a motion to adjourn the WHA public meeting at 5:52 pm Commissioner Jones made the motion, Commissioner Campbell seconded. All present were in favor.

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Paul F. Dice  
Board Secretary

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Date