



# **Housing Authority of the City of Perth Amboy**

881 AMBOY AVENUE, P.O. BOX 390, PERTH AMBOY, NJ 08862

TELEPHONE: (732) 826-3110

FAX: (732) 826-3111

EDNA DOROTHY CARTY-DANIEL, Chairperson  
MIGUEL A. AROCHO, Vice-Chairman  
PEDRO A. PEREZ  
FERNANDO A. GONZALEZ  
SHIRLEY JONES  
REVEREND H. WAYNE BRADY  
REVEREND GREGORY PABON

DOUGLAS G. DZEMA, P.H.M.  
Executive Director

EDWARD TESTINO  
Counsel

**THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF  
THE BOARD OF COMMISSIONERS  
OF  
THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY**

**May 15, 2013**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Wednesday, May 15, 2013 at Dunlap Homes Apartment Complex, Resource Center, located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

<Moment of Silence.>

<Pledge of Allegiance.>

The meeting was called to order by Chairperson Carty-Daniel and statement read as to proper notification of the meeting given in accordance with the Open Public Meeting Act Law as follows:

“Adequate Notice has been made as to the time, place, and date of the meeting and as to the nature of business to be discussed being the general business of the Authority.”

Upon roll call, those present and absent were as follows:

Present:	Chairperson	Edna Dorothy Carty-Daniel
	Vice-Chairman	Miguel A. Arocho
	Commissioner	Pedro A. Perez
	Commissioner	Fernando A. Gonzalez
	Commissioner	Shirley Jones
	Commissioner	Reverend H. Wayne Brady
	Commissioner	Reverend Gregory Pabon

The Chairperson declared said quorum present.

On the motion of Commissioner Perez, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Regular Board Meeting of April 16, 2013, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady, and Reverend Gregory Pabon.

Nay: None

On the motion of Commissioner Perez, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Special Board Meeting of May 1, 2013, as presented. Upon roll call, the following vote was carried:

Aye Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady, and Reverend Gregory Pabon.

Nay: None

**COMMITTEE REPORTS**

The Personnel Committee met to discuss the Performance Evaluation results of Douglas G. Dzema, Executive Director. Commissioner Brady, Committee-Chairman for the Personnel Committee conveyed said results to the Board.

The following resolution was introduced by Vice-Chairman Arocho, read in full and considered:

***RESOLUTION # 2983-A***

***TO ACCEPT PNC EQUIPMENT'S FINANCING PROPOSAL FOR THE ENERGY PERFORMANCE CONTRACT***

***WHEREAS***, the Housing Authority of the City of Perth Amboy "HACPA" is currently implementing an Energy Performance Contract "EPC" along with Honeywell Inc. to provide new energy conservation measures to reduce the HACPA's utility costs; and

***WHEREAS***, the U.S. Department of Housing and Urban Development "HUD" allows for a PHA undergoing an EPC to pay the debt service for the new conservation measures with the anticipated cost savings gained from the EPC; and

***WHEREAS***, in order to pay for the new conservation measures capital improvements, estimated to be \$3.8 million, the HACPA solicited proposals from various financing companies; and

***WHEREAS***, the HACPA received the following proposals:

- 1) PNC Equipment Finance - 2.72% (to be fixed at closing) for a 15 year term.
- 2) All American Investment Group - 3.879% (to be fixed at closing) for a 15 year term

And

***WHEREAS***, based on the review by both the HACPA and Honeywell, PNC Equipment Finance provides the proposal that best fits the needs of the HACPA; and

***WHEREAS***, the Board of Commissioners of the HACPA agrees to provide a security interest to PNC Equipment Finance as provided in the contract;

***NOW, THEREFORE BE IT RESOLVED***, by the Board of Commissioners of the Housing Authority of the City of Perth Amboy the following:

- 1) Acceptance of the tax-exempt lease purchase agreement with PNC Equipment, said Agreement attached hereto as part of this Resolution.

- 2) That the HACPA shall provide a security interest to PNC Equipment Lease as provided in said Contract.
- 3) The Executive Director is authorized, empowered, and instructed to enter into, acknowledge, amend and/or deliver on behalf of the Authority and all instruments and documents, and to take any other action, as may be necessary or appropriate, in his sole and continuing discretion, in order to effect the consummation of the transactions described above.

**RESOLUTION # 2984-A**

**TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE LEGAL DOCUMENTS RELATED TO AN ENERGY PERFORMANCE CONTRACT PROGRAM.**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the "Authority") desires to undertake the various Energy Conservation Measures ("ECMs") at its housing developments to benefit the Authority and the greater public good; and

**WHEREAS**, the Authority intends to enter into an Energy Services Agreement ("ESA") with Honeywell International, Inc. to carry out the ECMs and to guarantee the cost savings generated by the ECMs; and

**WHEREAS**, the Authority intends to enter into a Lease Purchase Agreement with PNC Equipment Finance to provide financing for the ECMs and related expenses of the energy performance contracting program; and

**WHEREAS**, Douglas G. Dzema, Executive Director is the designated Contracting Officer of the Authority;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Perth Amboy, as follows:

1. Executive Director is authorized, empowered, and instructed to enter into, acknowledge, amend, and/or deliver on behalf of the Authority any and all instruments and documents, and to take any other action, as may be necessary or appropriate, in his sole and continuing discretion, in order to effect the consummation of the Energy Services Agreement with Honeywell International, Inc. and the Lease Purchase Agreement with PNC Equipment Finance.
2. This resolution shall be contingent and effective upon approval by the U.S. Department of Housing and Urban Development ("HUD") of the above described transactions.

**RESOLUTION # 2985-A**

**TO AUTHORIZE AN ENERGY SERVICES AGREEMENT WITH HONEYWELL INTERNATIONAL, INC.**

**WHEREAS**, Honeywell International, Inc. ("Honeywell") has developed an Energy Savings Plan for the housing developments owned and operated by the Housing Authority of the City of Perth Amboy (the "Authority") for the purpose of identifying Energy Conservation Measures ("ECMs") that may benefit the Authority; and

**WHEREAS**, the desire to undertake the ECMs identified by Honeywell at its housing developments, William A. Dunlap Home, Richard F. Stack Apartments, Wesley T. Hansen Apartment, George J. Otlowski Gardens, Douglas G. Dzema Gardens and John E. Sofield Gardens, including energy saving lighting improvement, water conservation improvements, energy saving building envelope improvements and decentralization of the heating and hot water systems in Dunlap Homes; and

**WHEREAS**, the Authority intends to enter into an Energy Services Agreement (“ESA”) with Honeywell to carry out the ECMS, a copy of which is attached and made a part of this resolution;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Perth Amboy, as follows:

1. The Authority is authorized to enter into an Energy Services Agreement with Honeywell International, Inc.
2. This resolution shall be contingent and effective upon approval by the U.S. Department of Housing and Urban Development (“HUD”) of the Energy Services Agreement with Honeywell International, Inc., and the approval of the Lease Purchase Agreement with the Lender, and the security interest or encumbrance pursuant to Section 30 of the U.S. Housing Act of 1937.

Commissioner Gonzalez moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Pabon. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady, and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Vice-Chairman Arocho, read in full and considered:

**RESOLUTION # 2986-A**

**TO APPROVE THE CONTRACT AMENDMENT FOR ARCHITECTURAL/ENGINEERING SERVICES FOR EIGHT BUILDING ADDITIONS IN DUNLAP HOMES FOR THE DECENTRALIZATION OF THE HEATING AND HOT WATER SYSTEMS.**

**WHEREAS**, the Authority awarded a contract in October 2012 to Charles J. Collins, Jr./Architect for administration services needed for the construction of construction of eight new building additions in Dunlap Homes to become the new boiler/utility rooms for those buildings; and

**WHEREAS**, the scope of work did not include any design work; and

**WHEREAS**, the drawings that were originally prepared by LAN were on file with the City of Perth Amboy Office of Code Enforcement as prototype drawings for later phases. These drawing were used also as bidding documents. At the time that the A/E contract was awarded to Mr. Collins, we expected that these prototype drawing would be adequate for the construction contractor to obtain permits for the work; and

**WHEREAS**, however, when the construction contractor, Framan Mechanical applied for permits, he was advised that approval for the prototype drawings on file had expired because of the length of time (Over 6 months) that had elapsed since the most recent changes to the construction code had been adopted; and

**WHEREAS**, Mr. Collins was requested to submit a proposal to re-draw the designs for the work and prepare signed and scaled drawings required to obtain construction permits. He has proposed to perform this work for additional fees of \$4,750.00. This additional fee would change the total fees under this contract from \$12,300.00 to \$17,050.00; and

**WHEREAS**, to avoid any further delay in this project, Mr. Collins was authorized to proceed with the preparation of the required signed and sealed drawings, and

**WHEREAS**, the proposal additional fees are reasonable and acceptance of Mr. Collins proposal is recommended;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves the contract amendment to Charles J. Collins, Jr. for architectural and engineering services for eight building additions in Dunlap Homes for the decentralization of the heating and hot water systems for a total contract fee of \$17,050.00, as presented.

Commissioner Gonzalez moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Pabon. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Vice-Chairman Arocho, read in full and considered:

**RESOLUTION # 2987-A**

**TO APPROVE THE AWARD OF CONTRACT FOR LANDSCAPE MAINTENANCE SERVICES**

**WHEREAS**, proposals for an annual service contract for landscape maintenance at public housing sites owned and operated by the Housing Authority were opened at 2:00 p.m. on April 12, 2013. The services under this contract include weeding, mulching and fertilizing the planting beds in the Spring and Fall at all sites, replacing plantings that died over the winter, and installing new plantings and pavers at some locations; and

**WHEREAS**, the Authority received the following (3) three proposals:

<u>Offeror:</u>	<u>Total Annual Base Services:</u>
Bill's Landscaping & Design, Inc. Ridgefield, New Jersey	\$33,212.40
Pat Scanlon Landscaping, Inc. New City, New York	\$29,050.00
Andy Matt, Inc. Wharton/Mine Hill, New Jersey	\$16,960.00

**WHEREAS**, the offeror with the lowest cost proposal, Andy Matt, Inc. realized that the he had made an error in not including the cost of replacing specified plantings in his proposed price for the base services, and withdrew his proposal; and

**WHEREAS**, references for the offeror with the second lowest cost proposal, Pat Scanlon Landscaping, were checked and were positive. The Authority staff also contacted this offeror to confirm his understanding of the required services; and

**WHEREAS**, award of contract to Pat Scanlon Landscaping, Inc. is recommended;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves the award of contract to Pat Scanlon Landscaping, Inc. of New City, New York for a total contract amount of \$29,050.00, as presented.

Commissioner Jones moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Gonzalez. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Vice-Chairman Arocho, read in full and considered:

**RESOLUTION # 2988-A**

**TO EXTEND THE SERVICE CONTRACT FOR EMERGENCY ELECTRICAL GENERAL INSPECTION, MAINTENANCE AND REPAIR SERVICES AT STACK APARTMENTS AND HANSEN APARTMENTS FOR A SECOND YEAR TERM.**

**WHEREAS**, proposals for an annual service contract for the annual inspection, maintenance and repair of the emergency electrical generator at Stack Apartments and Hansen Apartments were solicited last year through public advertisement, and a contract was awarded to FM Generator of Canon, Massachusetts. The price of this contract is \$1,650 annually for the twice annual inspection, testing and maintenance of the generators. Repairs, if needed, are paid at \$84.00 per hour of labor plus reimbursement for materials; and

**WHEREAS**, the contract was for a one-year term, renewable at the option of the Authority for a second year. This contractor has performed the services satisfactorily, and prices are reasonable. It is unlikely that the Authority would realize any savings from re-bidding this contract; and

**WHEREAS**, it is recommended that the Authority extend this service contract for the second year term at the same prices;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves to extend the service contract to FM Generator for emergency electrical general inspection, maintenance and repair services at Stack Apartments and Hansen Apartments for a second year term, as presented.

Commissioner Gonzalez moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Pabon. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Gonzalez, read in full and considered:

**RESOLUTION # 2989-A**

**TO EXTEND THE SERVICE CONTRACT FOR HVAC MAINTENANCE AND REPAIR SERVICES FOR A SECOND YEAR TERM.**

**WHEREAS**, proposals for an annual service contract for the maintenance and repair of the heating, ventilation and air conditioning equipment at the Housing Authority offices, Lautenberg Center and Hansen Apartments were solicited last year through public advertisement, and a contract was awarded to Ramas Climate and Refrigeration, LLC of Livingston, NJ. The price of this contract is \$2,900 annually for seasonal maintenance and start-up of the equipment and bi-monthly air filter changes. Repairs are paid at \$69.80 per hour plus reimbursement for materials; and

**WHEREAS**, the contract was for a one year term, renewable at the option of the Authority for a second year. This contractor has performed the services satisfactorily, and the prices are reasonable; and

**WHEREAS**, it is recommended that the Authority extend this service contract for the second year term at the same prices;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves to extend the service contract to Ramas Climate and Refrigeration, LLC for HVAC maintenance of the heating ventilation and air conditioning equipment at the Housing Authority offices, Lautenberg Center and Hansen Apartments for a second year term, as presented.

Vice-Chairman Arocho moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Vice-Chairman Arocho, read in full and considered:

**RESOLUTION # 2990-A**

**TO EXTEND THE SERVICE CONTRACT FOR FIRE AND SECURITY ALARM SYSTEMS INSPECTION MAINTENANCE, AND REPAIR SERVICES FOR A SECOND YEAR TERM.**

**WHEREAS**, proposals for annual service contract for the annual inspection, maintenance and repair of the fire and security alarm systems at all the Housing Authority's properties were solicited last year through public

advertisement, and a contract was awarded to Silent Companion Corporation, of Fords, New Jersey, The price of this contract is \$1,500 annually for inspection, testing and maintenance of all systems. Repairs, if needed are paid at \$44.00 per hour for labor plus reimbursement for materials; and

**WHEREAS**, the contract was for a one-year term, renewable at the option of the Authority for a second year. This contractor has performed the services satisfactorily, and the prices are reasonable; and

**WHEREAS**, it is recommended that the Authority extend this service contract for the second year term at the same prices;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves to extend the service contract to Silent Companion Corporation for a fire and security alarm systems inspection, maintenance and repairs services at all the Housing Authority's properties, as presented.

Commissioner Jones moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Gonzalez. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Aye: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Vice-Chairman Arocho, read in full and considered:

**RESOLUTION # 2991-A**

**TO APPROVE THE AWARD OF CONTRACT FOR GENERAL LEGAL SERVICES**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (HACPA) publicly solicited a request for proposals for general legal services for a one-year period commencing on May 27, 2013 and ending May 26, 2014 with a renewable option for an additional year; and

**WHEREAS**, the HACPA received only received one response from the following firm:

- 1) Edward Testino, LLC – Matawan, New Jersey

And

**WHEREAS**, the firm of Edward Testino, LLC met all the requirements in the solicitation;

**NOW, THEREFORE BE IT RESOLVED**, by the Commissioners of the Housing Authority of the City of Perth Amboy the following:

- 1) Award of a contract to the firm of Edward Testino, LLC to perform general legal services for the Housing Authority of the City of Perth Amboy for the one year period commencing May 27, 2013 and ending May 26, 2014 at a fee of \$27,720.00 payable in twelve (12) equal monthly installments of \$2,310.00.
- 2) Authorization for the Executive Director, Douglas Dzema to execute the contract for general legal services for all terms and conditions outlined in the Request for Proposal.

**FURTHER RESOLVED**, the Board of Commissioners will review the extension for the one year period commencing on May 27, 2014 and ending May 26, 2015 at a later date and take separate action should it decide to extend the contract.

Commissioner Gonzalez moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Gonzalez, read in full and considered:

**RESOLUTION # 2992-A**

**FOR SEMAP CERTIFICATION FYE 3/31/2013**

**WHEREAS**, the Board of Commissioners has reviewed the SEMAP Certification for its fiscal year ending March 31, 2013; and found this information to be accurate;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves this certification through this Board resolution.

Vice-Chairman Arocho moved that the foregoing resolution be adopted as presented, which motion was seconded by Chairperson Carty-Daniel. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Gonzalez, read in full and considered:

**RESOLUTION # 2993-A**

**TO APPROVE ENTERING INTO A GROUND LEASE FOR THE DELANEY HOMES PROPERTY**

**WHEREAS**, on April 1, 2013 the Housing Authority of the City of Perth Amboy (the "Authority") issued a request for proposals (the "RFP") from qualified affordable housing developers interested in the redevelopment of the Delaney Homes public housing project, located on Block 399.04, Lot 1 in the City of Perth Amboy, New Jersey (the "Property"); and

**WHEREAS**, MBI Development Company, Inc. ("MBI") submitted a proposal for the redevelopment of the Property, which proposal contemplates the demolition of the vacant existing structures on the Property and

construction of a 70-unit 100% affordable family housing development with ancillary office and community space (collectively, the "Project"); and

**WHEREAS**, MBI proposes to finance the construction of the Project utilizing Low-Income Housing Tax Credits ("Tax Credits"), supplemental CDBG funding through the State of New Jersey, Replacement Housing Factor funds from the Authority and a first mortgage from the New Jersey Housing and Mortgage Finance Agency ("NJHMFA"); and

**WHEREAS**, the Board of Commissioners of the Authority (the "Board") accepted MBI's proposal and named MBI as the redeveloper of the Project pursuant to a resolution dated May 1, 2013; and

**WHEREAS**, in connection with applying for Tax Credits, MBI and the Authority are required to demonstrate the Authority's commitment to lease the Property to a special purpose limited liability company that will be formed by MBI and the Authority to own and operate the Project (the "Owner Entity");

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Perth Amboy as follows:

1. The Authority is hereby authorized to enter into a ground lease with the Owner Entity for the Property upon the following terms:

- a. **Term.** The term of the lease shall be for a minimum of 75 years;
- b. **Rent.** Rent for the term shall be the sum of one dollar (\$1.00);
- c. **Other Terms.** During the term of the lease, the Owner Entity shall be solely responsible for all costs and expenses associated with the Property, including, but not limited to, taxes, insurance, utilities, capital, operating and maintenance costs. The Authority agrees to subordinate the lease to other project financing.
- d. **Indemnification.** The Owner Entity shall indemnify and hold the Authority harmless from and against any and all claims arising out or related to the Property and the Project from and after the commencement of the lease term.

2. The officers and Executive Director of the Authority are, and each of them hereby is, with the advice of Authority counsel, authorized to take such actions and execute and deliver such document and agreements as each deems necessary and appropriate to effectuate the foregoing resolution.

Vice-Chairman Arocho moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Pabon. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady, and Reverend Gregory Pabon.

Nay: None

The Chairperson thereupon declared said was carried and said resolution was adopted.

On the motion of Vice-Chairman Arocho, which motion was seconded by Commissioner Pabon, the Board concurred to approve the May Bill List, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Pedro A. Perez, Fernando A. Gonzalez, Shirley Jones, Reverend H. Wayne Brady, and Reverend Gregory Pabon.

Nay: None

The Executive Director updated the Board on the Delaney Homes Redevelopment Project.

- City Council designated the Delaney Homes property an Area in Need of Redevelopment.
- City Council passed an ordinance for FOCUS 2000 to Planning Board.
- City Planning Board (5/1/13 & 5/8/13) – Preliminary Plan amendment to FOCUS 2000 Redevelopment Plan sent to City Council.
- City Council (5/14/13) – Adopted Resolution of Need.
- City Council (5/20/13) – Caucus Meeting – PILOT/Redevelopment to be discussed.
- City Council (5/22/13) – Resolution to be adopted on the PILOT and Redevelopment
- Tax Credit Application will be submitted on May 31, 2013.

The Executive Director updated the Board with the following on PARTNER:

- The CHDO application.
- The Habitat for Humanity project.
- The Gateway project.
- Scholarship Awards

#### **PUBLIC SESSION**

<No comment from the public.>

#### **DIRECTOR'S REPORT**

The Executive Director informed the Board with the following:

- Financial Disclosure Statement submission to the DCA.
- The Sayreville Housing Authority Inter-Local Agreement contract began on May 1, 2013.
- Capital Fund Report
- 

On the motion of Commissioner Perez, which motion was seconded by Commissioner Jones, the meeting was adjourned.

Respectfully submitted by:

Douglas G. Dzema, PHM  
Executive Director and Secretary