

**MINUTES OF A SCHEDULED MEETING FOR
THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON
HELD ON FEBRUARY 23, 2017**

A meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday February 23, 2017 at 5:00 PM in the Conference Room at 429 Oakview Heights on West Vine Street in Bridgeton New Jersey.

The meeting was called to order by Chairperson Santiago at 5:00 PM and upon roll call, those present were: Commissioner Leek, Commissioner MacFarland, Commissioner Lugardo-Hemple, Commissioner Cowles and Commissioner DeQuinzio. Also present were Executive Director Joanne Sbrana and Assistant Director James Howell.

A motion was made by Commissioner Cowles to approve the minutes from the January 26, 2017. The motion was seconded by Commissioner Lugardo-Hemple. The minutes from the January 26, 2017 meeting were approved unanimously via an oral vote.

Report of Secretary/Treasurer

Director Sbrana presented the monthly financial report to the Board. Amp 1(Maplewood) generated \$79,240 of operating income and cost \$97,129 in expenses for the month. At the time of the report, 94 of the 100 units were leased. AMP 2 (Senior Sites) generated \$133,569 in operating income while costing \$132,221 in expenses. At the time of the report, 248 of the 252 units were leased. AMP 3 (HOPE VI) pulled in \$32,712 in subsidy which was transferred to HOPE VI with the Authority collecting 10% of this in administration fees. Central Office generated \$30,489 in income and cost \$25,049 in expenses. Section 8 generated \$8,555 and cost \$9,703 in operation costs. Sbrana noted that there was a rise in the administration costs due to a rise in gas prices. She also noted that materials prices had increased because the Maintenance Department had ordered supplies and did work themselves on vacant apartments. Commissioner DeQuinzio moved that the

report be accepted and the motion was seconded by Commissioner Cowles. The motion was unanimously approved.

Committee Reports

Commissioner DeQuinzio reported that she had been working with Director Sbrana to address a personnel issue which had been previously discussed in Executive Sessions.

Public Portion

No members of the public were present.

Old Business

There was no old business to discuss.

New Business

Director Sbrana reported that the Authority would soon advertise for requests for proposals to do roofing work at Oakview Heights and Ramblewood Drive. She also noted that the Authority would soon be having a Needs Assessment completed.

With no further business to discuss Commissioner Lugardo Hemple moved that the Board go into Executive Session. Commissioner Thomas seconded the motion. The motion passed via an oral vote and the Board moved into Executive Session at 5:34 PM.