



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
DAVID BENYOLA, Vice-Chairman
REVEREND GREGORY PABON
MIGUEL A. AROCHO
SHIRLEY JONES
PASTOR BERNADETTE FALCON-LOPEZ
JOHN C. ANAGNOSTIS

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**

Thursday, May 16, 2019

5:00 p.m.

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Thursday, May 16, 2019 at the Dunlap Homes complex, main Administrative Office, conference room 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	David Benyola
	Commissioner	Pastor Bernadette Falcon-Lopez
	Commissioner	John C. Anagnostis
Excused:	Commissioner	Miguel A. Arocho
	Commissioner	Reverend Gregory Pabon
	Commissioner	Shirley Jones

The Chairperson declared said quorum present.

On the motion of Commissioner Anagnostis, which motion was seconded by Vice-Chairman Benyola, the Board concurred to approve the Minutes of the Regular Board Meeting of April 16, 2019, as presented. Upon roll call, the following vote was carried:

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones				X
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

Reports of Committee – None reported.

No Public Discussion of Agenda Topics.

Resolutions:

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

RESOLUTION NO. 3322-19

RESOLUTION BY THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY APPROVING, RATIFYING, AND AUTHORIZING AN INCREASE IN THE PRINCIPAL AMOUNT OF THE HAPA CONVERSION LOAN TO DUNLAP RAD LLC FOR ADDITIONAL REHABILITATION AND IMPROVEMENTS AT THE FAMILY RAD PROJECTS

WHEREAS, it is the mission Housing Authority of the City of Perth Amboy (the “**Authority**”) to provide a safe, secure, clean and quiet community environment for the families and residents of Perth Amboy, New Jersey;

WHEREAS, the Authority closed on the Rental Assistance Demonstration conversion and rehabilitation financing for two hundred thirteen (213) units of affordable housing at (i) William A. Dunlap Homes, (ii) George J. Otlowski Gardens, (iii) Douglas D. Dzema Gardens, and (iv) John E. Sofield Gardens in November 2017 (the “**Project**”);

WHEREAS, the Authority served as the developer of the Project and the Authority’s instrumentality, Perth Amboy Housing Inc, is the sole member of the managing member of Dunlap RAD LLC (the “**Company**”), the leasehold owner of the Project;

WHEREAS, the Authority provided a loan to the Company for the rehabilitation of the Project in the approximate amount of \$3,041,722 (the “**Conversion Loan**”) pursuant to that certain HAPA Conversion Note, HAPA Loan Agreement and HAPA Conversion Leasehold Mortgage and Security Agreement, each by and between the Authority and the Company and dated as of November 29, 2017 (collectively, the “**Conversion Loan Documents**”);

WHEREAS, the Authority desires to provide additional funds to the Company for rehabilitation of and improvements to the Project in the approximate amount of \$531,740 (“**Additional Conversion Funds**”);

WHEREAS, the Authority and the Company will enter certain documents to amend and modify the Conversion Loan Documents and evidence an increase in the principal balance of the Conversion Loan in the amount of the Additional Conversion Funds, including a loan modification agreement, and allonge and amendment of promissory note (collectively, the “**Loan Modification Documents**”);

WHEREAS, the Additional Conversion Funds and forgoing activities are essential to the rehabilitation and preservation of affordable housing in the City of Perth Amboy, New Jersey and are in furtherance of the Authority’s mission.

NOW THEREFORE, the Board of Commissioners of the Authority hereby authorizes and approves the following:

RESOLVED, that Douglas Dzema, the Executive Director of the Authority, is hereby authorized, empowered and directed to enter the Loan Modification Documents and any additional or ancillary documents and agreements required thereunder to effectuate the loan of the Additional Conversion Funds to the Company and to take such further actions to carry out the forgoing transactions and as may be necessary in connection Additional Conversion Funds;

RESOLVED, that to the extent any of the actions authorized by this Resolution have already been taken, such actions are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken.

This Resolution shall be in full force and effect from and upon its adoption.

MOVED/SECONDED:

Resolution moved by _____ Commissioner Anagnostis _____

Resolution seconded by ___ Commissioner Falcon-Lopez _____

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			

Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones				X
Commissioner John C. Anagnostis	X			
Commissioner Reverend Gregory Pabon				X
Commissioner Pastor Bernadette Falcon-Lopez	X			

The Chairperson thereupon declared said resolution was adopted.

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

RESOLUTION NO. 3323-19

RESOLUTION BY THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY APPROVING, RATIFYING, AND AUTHORIZING AN INCREASE IN THE PRINCIPAL AMOUNT OF THE HAPA CONVERSION LOAN TO HANSEN RAD LLC FOR ADDITIONAL REHABILITATION AND IMPROVEMENTS AT THE SENIOR RAD PROJECTS

WHEREAS, it is the mission Housing Authority of the City of Perth Amboy (the “**Authority**”) to provide a safe, secure, clean and quiet community environment for the families and residents of Perth Amboy, New Jersey;

WHEREAS, the Authority closed on the Rental Assistance Demonstration conversion and rehabilitation financing for one hundred forty-seven (147) units of affordable housing at (i) Wesley T. Hansen Apartments, and (ii) Richard F. Stack Apartments in November 2017 (the “**Project**”);

WHEREAS, the Authority served as the developer of the Project and the Authority’s instrumentality, Perth Amboy Housing Inc, is the sole member of the managing member of Hansen RAD LLC (the “**Company**”), the leasehold owner of the Project;

WHEREAS, the Authority provided a loan to the Company for the rehabilitation of the Project in the approximate amount of \$2,130,442 (the “**Conversion Loan**”) pursuant to that certain HAPA Conversion Note, HAPA Loan Agreement and HAPA Conversion Leasehold Mortgage and Security Agreement, each by and between the Authority and the Company and dated as of November 30, 2017 (collectively, the “**Conversion Loan Documents**”);

WHEREAS, the Authority desires to provide additional funds to the Company for rehabilitation of and improvements to the Project in the approximate amount of \$604,676 (“**Additional Conversion Funds**”);

WHEREAS, the Authority and the Company will enter certain documents to amend and modify the Conversion Loan Documents and evidence an increase in the principal balance of the Conversion Loan in the amount of the Additional Conversion Funds, including a loan modification agreement, and allonge and amendment of promissory note (collectively, the “**Loan Modification Documents**”);

WHEREAS, the Additional Conversion Funds and forgoing activities are essential to the rehabilitation and preservation of affordable housing in the City of Perth Amboy, New Jersey and are in furtherance of the Authority’s mission.

NOW THEREFORE, the Board of Commissioners of the Authority hereby authorizes and approves the following:

RESOLVED, that Douglas Dzema, the Executive Director of the Authority, is hereby authorized, empowered and directed to enter the Loan Modification Documents and any additional or ancillary documents and agreements required thereunder to effectuate the loan of the Additional Conversion Funds to the Company and to take such further actions to carry out the forgoing transactions and as may be necessary in connection Additional Conversion Funds;

RESOLVED, that to the extent any of the actions authorized by this Resolution have already been taken, such actions are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken.

This Resolution shall be in full force and effect from and upon its adoption.

MOVED/SECONDED:

Resolution moved by _____ Commissioner Anagnostis _____

Resolution seconded by ___ Commissioner Falcon-Lopez _____

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones				X
Commissioner John C. Anagnostis	X			
Commissioner Reverend Gregory Pabon				X
Commissioner Pastor Bernadette Falcon-Lopez	X			

The Chairperson thereupon declared said resolution was adopted.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

RESOLUTION NO. __7__

RESOLUTION BY PERTH AMBOY HOUSING INC APPROVING, RATIFYING, AND AUTHORIZING AN INCREASE IN THE PRINCIPAL AMOUNT OF THE HAPA CONVERSION LOAN TO DUNLAP RAD LLC FOR ADDITIONAL REHABILITATION AND IMPROVEMENTS AT THE FAMILY RAD PROJECTS

WHEREAS, Perth Amboy Housing Inc (the “**Corporation**”) is an instrumentality of the Housing Authority of the City of Perth Amboy (the “**Authority**”) organized to assist the Authority in its mission to provide a safe, secure, clean and quiet community environment for the families and residents of Perth Amboy, New Jersey;

WHEREAS, the Corporation closed on the Rental Assistance Demonstration conversion and rehabilitation financing for two hundred thirteen (213) units of affordable housing at (i) William A. Dunlap Homes, (ii) George J. Otlowski Gardens, (iii) Douglas D. Dzema Gardens, and (iv) John E. Sofield Gardens in November 2017 (the “**Project**”);

WHEREAS, the Corporation is the sole member of HAPA RAD 1 LLC (the “**Managing Member**”), the managing member of Dunlap RAD LLC (the “**Company**”), and the Company is the leasehold owner of the Project;

WHEREAS, in accordance with the operating agreements of the Managing Member and the Company in effect as of the date hereof, the Corporation is authorized to act on behalf of the Managing Member and the Company with respect to the Project;

WHEREAS, the Authority provided a loan to the Company for the rehabilitation of the Project in the approximate amount of \$3,041,722 (the “**Conversion Loan**”) pursuant to that certain HAPA Conversion Note, HAPA Loan Agreement and HAPA Conversion Leasehold Mortgage and Security Agreement, each by and between the Authority and the Company and dated as of November 29, 2017 (collectively, the “**Conversion Loan Documents**”);

WHEREAS, the Company desires to obtain additional funds from the Authority for rehabilitation of and improvements to the Project in the approximate amount of \$531,740 (“**Additional Conversion Funds**”);

WHEREAS, the Authority and the Company will enter certain documents to amend and modify the Conversion Loan Documents and evidence an increase in the principal balance of the Conversion Loan in the amount of the Additional Conversion Funds, including a loan modification agreement, and allonge and amendment of promissory note (collectively, the “**Loan Modification Documents**”);

WHEREAS, the Additional Conversion Funds and forgoing activities are essential to the rehabilitation and preservation of affordable housing in the City of Perth Amboy, New Jersey and are in furtherance of the Corporation’s purpose.

NOW THEREFORE, the Board of Trustees of the Corporation hereby authorizes and approves the following:

RESOLVED, that Douglas Dzema, the Executive Director of the Corporation, on behalf of the Corporation, Managing Member and Company, is hereby authorized, empowered and directed to enter the Loan Modification Documents and any additional or ancillary documents and agreements required thereunder to effectuate the loan of the Additional Conversion Funds to the Company and to take such further actions to carry out the forgoing transactions and as may be necessary in connection Additional Conversion Funds;

RESOLVED, that to the extent any of the actions authorized by this Resolution have already been taken, such actions are hereby ratified and confirmed as the valid actions of the Corporation, Managing Member and Company, effective as of the date such actions were taken.

This Resolution shall be in full force and effect from and upon May 16th, 2019.

MOVED/SECONDED:

Resolution moved by _____ Vice-Chairman Benyola _____

Resolution seconded by _____ Commissioner Anagnostis _____

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones				X
Commissioner John C. Anagnostis	X			
Commissioner Reverend Gregory Pabon				X
Commissioner Pastor Bernadette Falcon-Lopez	X			

The Chairperson thereupon declared said resolution was adopted.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

RESOLUTION NO. 8

RESOLUTION BY PERTH AMBOY HOUSING INC APPROVING, RATIFYING, AND AUTHORIZING AN INCREASE IN THE PRINCIPAL AMOUNT OF THE HAPA CONVERSION LOAN TO HANSEN RAD LLC FOR ADDITIONAL REHABILITATION AND IMPROVEMENTS AT THE SENIOR RAD PROJECTS

WHEREAS, Perth Amboy Housing Inc (the “**Corporation**”) is an instrumentality of the Housing Authority of the City of Perth Amboy (the “**Authority**”) organized to assist the Authority in its mission to provide a safe, secure, clean and quiet community environment for the families and residents of Perth Amboy, New Jersey;

WHEREAS, the Corporation closed on the Rental Assistance Demonstration conversion and rehabilitation financing for one hundred forty-seven (147) units of affordable housing at (i) Wesley T. Hansen Apartments, and (ii) Richard F. Stack Apartments in November 2017 (the “**Project**”);

WHEREAS, the Corporation is the sole member of HAPA RAD II LLC (the “**Managing Member**”), the managing member of Hansen RAD LLC (the “**Company**”), and the Company is the leasehold owner of the Project;

WHEREAS, in accordance with the operating agreements of the Managing Member and the Company in effect as of the date hereof, the Corporation is authorized to act on behalf of the Managing Member and the Company with respect to the Project;

WHEREAS, the Authority provided a loan to the Company for the rehabilitation of the Project in the approximate amount of \$2,130,442 (the “**Conversion Loan**”) pursuant to that certain HAPA Conversion Note, HAPA Loan Agreement and HAPA Conversion Leasehold Mortgage and Security Agreement, each by and between the Authority and the Company and dated as of November 30, 2017 (collectively, the “**Conversion Loan Documents**”);

WHEREAS, the Company desires to obtain additional funds from the Authority for rehabilitation of and improvements to the Project in the approximate amount of \$604,676 (“**Additional Conversion Funds**”);

WHEREAS, the Authority and the Company will enter certain documents to amend and modify the Conversion Loan Documents and evidence an increase in the principal balance of the Conversion Loan in the amount of the Additional Conversion Funds, including a loan modification agreement, and allonge and amendment of promissory note (collectively, the “**Loan Modification Documents**”);

WHEREAS, the Additional Conversion Funds and forgoing activities are essential to the rehabilitation and preservation of affordable housing in the City of Perth Amboy, New Jersey and are in furtherance of the Corporation’s purpose.

NOW THEREFORE, the Board of Trustees of the Corporation hereby authorizes and approves the following:

RESOLVED, that Douglas Dzema, the Executive Director of the Corporation, on behalf of the Corporation, Managing Member and Company, is hereby authorized, empowered and directed to enter the Loan Modification Documents and any additional or ancillary documents and agreements required thereunder to effectuate the loan of the Additional Conversion Funds to the Company and to take such further actions to carry out the forgoing transactions and as may be necessary in connection Additional Conversion Funds;

RESOLVED, that to the extent any of the actions authorized by this Resolution have already been taken, such actions are hereby ratified and confirmed as the valid actions of the Corporation, Managing Member and Company, effective as of the date such actions were taken.

This Resolution shall be in full force and effect from and upon May 16th, 2019.

MOVED/SECONDED:

Resolution moved by _____ Vice-Chairman Benyola _____

Resolution seconded by ___ Commissioner Anagnostis _____

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones				X
Commissioner John C. Anagnostis	X			
Commissioner Reverend Gregory Pabon				X
Commissioner Pastor Bernadette Falcon-Lopez	X			

The Chairperson thereupon declared said resolution was adopted.

On the motion of Commissioner Falcom-Lopez, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve the May 2019 Bill Lists and Communications, as presented. Upon roll call, the following vote was carried:

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones				X
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

Report on PARTNER

- Gateway update – Request for Proposal to extend grant on street (good until June 2020) – due October 2019 to Wells Fargo.
- Status report on FSS/Homeownership program.
- Scholarship applications – 24 received (20 completed - \$10K to be distributed)
- Habitat for Humanity project is ongoing

PUBLIC SESSION

- No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS

- Pastor Bernadette Falcon-Lopez congratulated for receiving LEAF award.

REPORT OF THE ATTORNEY – None reported.

REPORT OF THE EXECUTIVE DIRECTOR

Douglas Dzema commented to the Board on the following:

- Staff realignment settling in. Alycia Brown, Brenda Malave and Delilah Gonzalez in new positions in Perth Amboy. Cristina Duran in new position at Sayreville HA. Maintenance position is open and interview process is ongoing!
- Retirement Party for Hilda Cardona and Al Thompson on May 31st, 2 pm at Mama Lena's (\$45/pp)
- NJ Schools Development Authority – Design Build contract has been advertised - \$210-230 million – largest procurement – 576,000 sq.ft., 3-story, 2,800 students.

REPORT OF THE CHAIRPERSON – None reported.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Anagnostis, the Board concurred to adjourn the Board Meeting.

Respectfully submitted by,

Douglas G. Dzema

Douglas G. Dzema
Executive Director/Secretary