

*These minutes are not verbatim, but a condensed version of what transpired at the Lakewood Housing Authority (LHA) Board of Commissioners Regular Meeting held on **Thursday, November 7, 2024, at 6:01 pm.***

### **MEETING CALLED TO ORDER**

Mr. Stafford-Smith called the meeting to order at 6:01 pm. Teresa Acosta announced that consistent with the Open Public Meetings Law: P.L.1975 c231, which requires that all meetings of public bodies shall be open to the public at all times, both adequate and electronic notice of this meeting was provided to the clerk of the Township of Lakewood, the Ocean County Library, the Asbury Park Press, and the Star-Ledger on December 19, 2023 and was posted on the Authority's official designated public bulletin board at the LHA Administration Building and website.

### **ROLL CALL**

On roll call, attending Commissioners were:

Gregory Stafford-Smith – *Chairperson (via Zoom)*

Shabsi Ganzweig – *Vice Chairperson (via Zoom)*

Denise Douglas – *Commissioner (via Zoom)*

Bassi Aderet – *Commissioner (via Zoom)*

Also attending:

Scott Parsons – *Executive Director (via Zoom)*

Terrence Corriston – *Attorney (via Zoom)*

Absent were:

Angela Caldwell – *2<sup>nd</sup> Vice Chairperson*

Eli Rennert – *Commissioner*

Ray Coles – *Township Liaison*

### **APPROVAL OF MINUTES**

Minutes of the Regular Board Meeting of October 10, 2024 were reviewed.

A motion was made by Ms. Douglas, seconded by Mr. Ganzweig. All present were in favor. Minutes were approved.

### **COMMENTS FROM HOUSING AUTHORITY RESIDENTS** - None

### **COMMENTS FROM THE PUBLIC** – None

### **INTRODUCTION OF THE 2025 STATE BUDGET**

Thomas Furlong, the Lakewood Housing Authority Fee Accountant, introduced the proposed 2025 budget to the Commissioners. The HA is required to send the budget into the NJDCA who will then review/approve the budget and then the LHA will adopt the budget at the January board meeting.

The finance committee previously met reviewing the budget line by line in terms of the increases and decreases for the year.

Mr. Furlong presented the budget in summary format, which shows the proposed 2025 budget as compared to the 2024 adopted budget and the 2023 actual results.

The revenues show an increase of about 14% from the prior year. Most of the increase is in the area of the Section 8 subsidies. Rents in the area are increasing dramatically, and as a result a 16% increase in contract rents this year is projected. There is also a favorable increase in interest this year and the federal subsidy should increase about 5.6% and the administration fees should level off this year. Total expenses are up 13% due to inflation of rents, operating expenses are up 3% and increased insurance premiums. Overall, the budget is still a surplus with all of the increases.

The budget shows a surplus of \$159,850, which is a very healthy surplus. The housing authority will also have a healthy reserve which covers the cost of the pension and health benefit liabilities. Mr. Furlong stated that the authority is in very good financial shape and does not foresee any recommendations by the State. Mr. Stafford-Smith thanked Mr. Furlong for his presentation.

### **BILLS AND APPROVAL OF SAME**

Bills were reviewed. After discussion, a motion to approve was made by Mr. Ganzweig, seconded by Ms. Aderet. All present were in favor. Bills were approved.

### **CORRESPONDENCE** - None

### **REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Parsons presented the Board with his Executive Directors report which included the following items:

Current leasing percentage: For 2024 the HCV program was 100.7% leased with 95.2% of the HAP budget expended through September 30<sup>th</sup>. The RAD PBV program has 8 vacancies as of November 1 with 6 units being turned over and leased since the last meeting. All 8 units are in the process of being turned over by maintenance, five of them becoming vacant effective October 31<sup>st</sup>.

Current Improvements/Contracts in Process: The Peter Ward and John J Currey parking lots mill/pave has been completed. Trees have been removed for the new parking lot at Currey and the water collection system process should be starting shortly. The John J. Currey shower stall conversion/plumbing improvements have begun. The roofing replacement at the LuLu Duffy Cottages has been completed with the fascia trim and gutter replacement still in progress. The hot water replacement at the John J. Currey building is expected to begin in approximately one week.

LHA Website: The website has been updated to include a page to show our Section 8 payment standards for landlords to access and to include our 5-Year Plans on the Financial and Other Reports page.

FSS Grant: The renewal application for the 2025 FSS Coordinator grant funding has been submitted to HUD.

### **REPORT OF COMMITTEES**

On behalf of the Budget Committee, Mr. Stafford-Smith mentioned that the committee met to review the compensation package along with the 2025 proposed budget and was in favor of the annual increases for the staff.

**LHA BUDGET REPORT** - The budget through September 2024 was reviewed.

### **REPORT OF ATTORNEY**

Mr. Corrison gave an update regarding the non-payments and evictions over the past month.

**REPORT OF TOWNSHIP LIAISON** – None

### **UNFINISHED BUSINESS**

Mr. Parsons asked Ms. Douglas her opinion on the work that was done on the parking lot at the Peter Ward building. Ms. Douglas expressed her thoughts and stated that she was very pleased with the results and that it was completed in a shorter amount of time than originally expected.

**NEW BUSINESS** - The following new business came before the Board:

A motion was made by Mr. Ganzweig and seconded by Ms. Douglas to approve the following Consent Agenda. On roll

call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Douglas and Ms. Aderet. The following Consent Agenda was approved.

**a. Resolutions:**

**Resolution 5391:** LHA Approved Budget, FY 01/01/25 to 12/31/25

**b. Additions:** None

**ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD** - None

**COMMENTS FROM COMMISSIONERS**


Ms. Aderet expressed holiday wishes to all.

Mr. Stafford-Smith also expressed thanks to Mr. Parsons and staff for the continued excellent job that is done and the board of commissioners for making it an easy job.

**ADJOURNMENT**

A motion to adjourn was made by Ms. Aderet, seconded by Ms. Douglas. All present voted to adjourn at approximately, 6:15 pm.

*I hereby certify that the above is a true copy of the Minutes of the Regular Meeting of the Board of Commissioners of the Housing Authority of the Township of Lakewood, County of Ocean, State of New Jersey, as held on Thursday, November 7<sup>th</sup>, 2024.*



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Scott Parsons, Secretary  
Executive Director