

## **MINUTES FROM A REGULAR BOARD MEETING ON MAY 15, 2025**

A Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Orange was called to order at 3:30 p.m. on May 15, 2025, via ZOOM web-based application. The Executive Director advised that all requirements of the Sunshine Law were met. A roll call was taken as follows:

### **Present**

Vice Chairman Ernest Williams  
Treasurer Shara Morrow  
Parliamentarian Joseph Juliano  
Commissioner Betty McLeod  
Commissioner Hashim Garrett  
Commissioner Coram Rimes

### **Also Present**

Walter D. McNeil, Jr., Executive Director  
Marsha Moore, Esq., Post Polak, PA  
Shanda Hammond, Director of Housing  
Cristina Mateo, Housing Manger  
Anil Gang, Superintendent of Maintenance  
Amanda Rivera, Accountant

### **Absent**

Chairman Clifford Ross

The pledge of allegiance was said.

Vice Chairman Williams called for a motion to adopt the agenda. Commissioner Rimes moved to adopt the agenda. Commissioner Garrett seconded.

Vice Chairman Williams called for discussion  
No discussion  
A roll call was taken  
All Commissioners voted in favor.

Vice Chairman Williams called for a motion to adopt and/or correction of the Minutes from a Regular and Annual Board Meetings on April 17, 2025. Commissioner Juliano moved to adopt the minutes. Commissioner Garrett seconded.

Vice Chairman Williams called for discussion  
No discussion  
A roll call was taken  
All Commissioners voted in favor.

## **TREASURER'S REPORT**

### **Treasurer's Report and Director's Update**

The treasurer's report indicates that the organization collected \$10,569,000 in operating revenues and spent \$10,378,000 on expenses, resulting in a net profit of \$191,000 for the year ending March 31st. The organization is in the process of selling two properties, which is expected to boost revenues significantly.

## **EXECUTIVE DIRECTOR'S REPORT**

The executive director's report highlights that the organization maintained its status as an outstanding performer in HUD's eyes, scoring 93 out of 100 on their FAST reporting. The Section 8 program operates efficiently, with 546 participants and \$636,000 in assistance payments, while the public housing program at Washington Manor is performing well with a 98.45% PHAS reporting rate.

## **PUBLIC SESSION**

### **RESOLUTIONS**

Vice Chairman Williams called for a motion to adopt Resolution No. 5835-25 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange approving Bills.  
Commissioner Rimes moved to adopt. Commissioner Juliano seconded.

Vice Chairman Williams called for discussion  
The board discusses the approval of bills for April and May, totaling \$139,384.44. They reviewed a recent update to include a payment of \$57,000 for an intercom system installation, with a 5% retainer of \$11,000 held back pending warranty issues. The board also discussed the billing period and payment process, explaining that they aim to pay vendors within 30 days to maintain good business relationships. Amanda clarifies that the current billing approach allows them to meet payment deadlines and cover invoices from both April and May.

A roll call was taken  
All Commissioners voted in favor.

Vice Chairman Williams called for a motion to adopt Resolution No. 5836-25 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange to authorize the Executive Director to submit the SEMAP report.

Commissioner Juliano moved to adopt. Commissioner McLeod seconded.

Vice Chairman Williams called for discussion  
No discussion

A roll call was taken  
All Commissioners voted in favor.

Vice Chairman Williams called for a motion to adopt Resolution No. 5837-25 - Resolution of the Board of Commissioners of the Housing Authority of the City of Orange approving the Annual Plan for Fiscal Year 2025.

Commissioner Juliano moved to adopt. Commissioner Garrett seconded.

Vice Chairman Williams called for discussion

No discussion

A roll call was taken

All Commissioners voted in favor.

Vice Chairman Williams called for a motion to adopt Resolution No. 5838-25 - Resolution of the Board of Commissioners of the Housing Authority of the City of Orange that the increase of administrative fee payments to receiving Housing Authorities

Commissioner Rimes moved to adopt. Commissioner Juliano seconded.

Vice Chairman Williams called for discussion

Shanda explained the administrative fee charged to agencies when Orange Housing Authority administers their vouchers. The fee is calculated as 80% of 91% of a HUD-provided rate, which currently amounts to about \$87. This fee is in addition to reimbursing the housing assistance payment and utilities. Shanda notes that the fee can fluctuate yearly based on HUD's calculations. She also explains that sometimes they choose to absorb vouchers from other housing authorities instead of billing them, which can be financially beneficial for Orange Housing Authority.

Vice Chairman Williams called for discussion

No discussion

A roll call was taken

All Commissioners voted in favor.

Vice Chairman Williams called for a motion to adopt Resolution No. 5839-25 - Resolution of the Board of Commissioners of the Housing Authority of the City of Orange reappointing Avram White to the Board of Directors of the Orange Housing Development Corporation.

Commissioner Morrow moved to adopt. Commissioner McLeod seconded.

The Board discussed Avram White's past contributions to the Orange Housing Development Corporation, including his role in the initial planning and development of several housing projects.

Vice Chairman Williams called for discussion

A roll call was taken

All Commissioners voted in favor.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

Motion to close. All in favor.

The meeting was adjourned.

Respectfully submitted,

Dr. Walter D. McNeil, Jr.  
Secretary