

**SPECIAL MEETING OF THE LODI HOUSING AUTHORITY**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**NOTICE OF MEETING:** This meeting has been publicly advertised in compliance with the Open Public Meeting Act and is being tape-recorded.

**ROLL CALL:** Caruso \_\_\_ Lynch \_\_\_ Marra \_\_\_ Woods \_\_\_ Di Chiara \_\_\_ Cody \_\_\_  
Executive Director \_\_\_ Attorney \_\_\_ Secretary \_\_\_ Deputy Director \_\_\_

**BIDS:** N/A

**APPROVAL OF MINUTES:** N/A

**AGENDA:**

1. First Adoption of LHA's PH/S-8 Operating Budgets for FYE 09/30/16
  - Resolution #14-28: PHA Board Resolution Approving 2015 Operating Budget – HUD Form #52574 – FYS 10/01/2015

2. Any other Business that is agreed to by all Board Members present

**MOTION:** \_\_\_\_\_

**SECONDED:** \_\_\_\_\_

**ROLL CALL:** Caruso \_\_\_ Lynch \_\_\_ Marra \_\_\_ Woods \_\_\_ Di Chiara \_\_\_ Cody \_\_\_  
Executive Director \_\_\_ Attorney \_\_\_ Secretary \_\_\_ Deputy Director \_\_\_

**ADJOURNMENT:**

**MOTION:** \_\_\_\_\_

**SECONDED:** \_\_\_\_\_

**ROLL CALL:** Caruso \_\_\_ Lynch \_\_\_ Marra \_\_\_ Woods \_\_\_ Di Chiara \_\_\_ Cody \_\_\_  
Executive Director \_\_\_ Attorney \_\_\_ Secretary \_\_\_ Deputy Director \_\_\_

**MEETING ADJOURNED**



# LODI HOUSING AUTHORITY

A HUD SPONSORED PUBLIC HOUSING AGENCY

50 Brookside Avenue, Lodi, New Jersey 07644

THOMAS DeSOMMA  
Executive Director/ Secretary Treasurer  
973-470-3650 – FAX 973-778-1429

## SPECIAL MEETING REQUEST/AUTHORIZATION

TO: Daniel J. Cody, Chairman

In conjunction with Lodi Housing Authority's By-Laws, this shall serve as formal request/notification to schedule a Special Meeting for **Wednesday, August 12, 2015** at **5:00 PM** – requested Agenda is as follows:

### Agenda:

- 1<sup>st</sup> Adoption of LHA's PH/S-8 Operating Budgets for FYE 09/30/16; and
- Any other Business that is agreed to by all Board Members present.

Paul V. Ryan 8-3-15  
Commissioner Signature Date

THA Manna 8/3/15  
Commissioner Signature Date

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TO: Thomas DeSomma, Executive Director

In receipt and recognition of the aforementioned Special Meeting request, I hereby authorize Lodi Housing Authority's Executive Director to schedule a Special Meeting/Agenda, as referenced above.

Daniel J. Cody 8-3-15  
Chairman Date

RESOLUTION #14-28

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 10/31/2009)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: LODI HOUSING AUTHORITY PHA Code: NJ011

PHA Fiscal Year Beginning: OCTOBER 1, 2015 Board Resolution Number: 14-28

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

- Operating Budget approved by Board resolution on: 08/12/2015
Operating Budget submitted to HUD, if applicable, on:
Operating Budget revision approved by Board resolution on:
Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

- 1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Table with 3 columns: Print Board Chairperson's Name (DANIEL J. CODY), Signature, Date (08/12/2015)

Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Public reporting burden for this collection of information is estimated to average 116 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, Paperwork Reduction Project (2577-0026), Washington, D.C. 20503. Do not send this completed form to either of the above addresses.

a. Type of Submission <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.:		b. Fiscal Year Ending 9/30/2016	c. No. of months (check one) <input checked="" type="checkbox"/> 12 mo. <input type="checkbox"/> Other (specify)	d. Type of HUD assisted project(s) 01 <input checked="" type="checkbox"/> PHA/IHA-Owned Rental Housing 02 <input type="checkbox"/> IHA Owned Mutual Help Homeownership 03 <input type="checkbox"/> PHA/IHA Leased Rental Housing 04 <input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership 05 <input type="checkbox"/> PHA/IHA Leased Homeownership	
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA) Housing Authority of the Borough of Lodi					
f. Address (city, State, zip code) 50 Brookside Avenue, Lodi, New Jersey 07644					
g. ACC Number NY 441		h. PAS/LOCCS Project No. NJ01100001		i. HUD Field Office NEWARK	
j. No. of Dwelling Units 220	k. No. of Unit Months Available 2640	m. No. of Projects 3			

Line No.	Acct No.	Description (1)	Actual Last Fiscal Yr. 2014 PUM (2)	Requested Budget Estimates		PHU/HA Estimates PUM (4)	Amount (to nearest \$10) (5)	HUD Modifications		
				Estimates or Actual Current Budget REV.#1 PUM (3)	PHU/HA Estimates PUM (4)			Amount (to nearest \$10) (5)	HUD Modifications PUM (6)	Amount (to nearest \$10) (7)
<b>Homebuyers Monthly Payments for:</b>										
010	7710	Operating Expense								
020	7712	Earned Home Payments								
030	7714	Nonroutine Maintenance Reserve								
040	Total Break-Even Amount (sum of lines 010, 020, and 030)									
050	7716	Excess (or deficit) in Break-Even								
060	7790	Homebuyers Monthly Payments - Contra								
<b>Operating Receipts</b>										
070	3110	Dwelling Rental	513.82	498.1	492.21		1,299,450			
080	3120	Excess Utilities		32.85	28.48		75,190			
090	3190	Nondwelling Rental		11.77	11.77		31,090			
100	Total Rental Income (sum of lines 070, 080, and 090)			542.74	532.47		1,405,730			
110	3610	Interest on General Fund Investments		1.89	0.75		2,000			
120	3690	Other Income	25.31	105.70	111.92		295,490			
130	Total Rental Income (sum of lines 100, 110, and 120)			650.34	645.51		1,703,220			
<b>Operating Expenditures - Administration:</b>										
140	4110	Administrative Salaries		153.79	130.63		344,880			
150	4130	Legal Expense		5.30	5.30		14,000			
160	4140	Staff Training		2.27	2.27		6,000			
170	4150	Travel		2.27	2.27		6,000			
180	4170	Accounting Fees		5.30	5.30		14,000			
190	4171	Auditing Fees		1.70	1.13		3,000			
200	4190	Other Administrative Expenses		45.54	37.50		99,000			
210	Total Administrative Expense (sum of line 140 thru line 200)		275.11	216.20	184.40		486,880			
<b>Tenant Services:</b>										
220	4210	Salaries								
230	4220	Recreation, Publications and Other Services	0.22	2.27	2.46		6,500			
240	4230	Contract Costs, Training and Other								
250	Total Tenant Services Expense (sum of lines 220, 230, and 240)		0.22	2.27	2.46		6,500			
<b>Utilities:</b>										
260	4310	Water		26.05	26.18		69,120			
270	4320	Electricity		81.84	82.01		216,500			
280	4330	Gas		42.33	40.03		105,680			
290	4340	Fuel		5.98	2.98		7,860			
300	4350	Labor		29.98	31.56		83,330			
310	4390	Other Utilities Expense								
320	Total Utilities Expense (sum of line 260 thru line 310)		206.93	186.19	182.76		482,490			

Line No.	Acct. No.	Description (1)	Actual	<input checked="" type="checkbox"/> Estimates	HUD Modifications			
			Last Fiscal Yr. 2014	<input type="checkbox"/> or Actual				
			PUM (2)	Current Budget Yr. REV #1 PUM (3)	PUM (4)	Amount (to nearest \$10) (5)	PUM (6)	Amount (to nearest \$10) (7)
<b>Ordinary Maintenance and Operation:</b>								
330	4410	Labor		126.60	94.12		348,500	
340	4420	Materials		25.94	29.16		77,000	
350	4430	Contract Costs		40.53	50.94		134,500	
360	<b>Total</b>	<b>Ordinary Maintenance &amp; Operation Expense (lines 330 to 350)</b>	<b>278.48</b>	<b>193.03</b>	<b>174.22</b>		<b>560,000</b>	
<b>Protective Services:</b>								
370	4460	Labor	10.77	3.78	5.68		15,000	
380	4470	Materials						
390	4480	Contract Costs						
400	<b>Total</b>	<b>Protective Services Expense (sum of lines 370 to 390)</b>	<b>10.77</b>	<b>3.78</b>	<b>5.68</b>		<b>15,000</b>	
<b>General Expense:</b>								
410	4510	Insurance		35.41	25.94		68,500	
420	4520	Payments in Lieu of Taxes						
430	4530	Terminal Leave Payments		9.09	12.87		34,000	
440	4540	Employee Benefits Contributions		149.61	148.83		392,920	
450	4570	Collection Losses		0.37	0.37		1,000	
460	4590	Other General Expense						
470	<b>Total</b>	<b>General Expense (sum of lines 410 to 460)</b>		<b>194.5</b>	<b>188.04</b>		<b>496,420</b>	
480	<b>Total</b>	<b>Routine Expense (sum of lines 210, 250, 320, 360, 400, and 470)</b>		<b>796.04</b>	<b>775.48</b>		<b>2,047,290</b>	
<b>Rent for Leased Dwellings:</b>								
490	4710	Rents to Owners of Leased Dwellings						
500	<b>Total</b>	<b>Operating Expense (sum of lines 480 and 490)</b>		<b>796.04</b>	<b>775.48</b>		<b>2,047,290</b>	
<b>Nonroutine Expenditures:</b>								
510	4610	Extraordinary Maintenance		10.22	8.33		22,000	
520	7520	Replacement of Nonexpendable Equipment		3.21	0.75		2,000	
530	7540	Property Betterments and Additions		0.85	0.85		2,250	
540	<b>Total</b>	<b>Nonroutine Expenditures (sum of lines 510, 520, and 530)</b>		<b>14.29</b>	<b>9.94</b>		<b>26,250.00</b>	
550	<b>Total</b>	<b>Operating Expenditures (sum of lines 500 and 540)</b>		<b>810.33</b>	<b>785.43</b>		<b>2,073,540</b>	
<b>Prior Year Adjustments:</b>								
560	6010	Prior Year Adjustments Affecting Residual Receipts						
<b>Other Expenditures:</b>								
570		Deficiency in Residual Receipts at End of Preceding Fiscal Yr.			(140.27)		(370,320)	
580	<b>Total</b>	<b>Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus line 570)</b>		<b>810.33</b>				
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)		(159.99)	-140.27		(370,320)	
<b>HUD Contributions:</b>								
600	8010	Basic Annual Contribution Earned-Leased Projects-Current Year	155.48	127.51	132.00		348,481	
610	8011	Prior Year Adjustments - (Debit) Credit						
620	<b>Total</b>	<b>Basic Annual Contribution (line 600 plus or minus line 610)</b>		<b>127.51</b>	<b>132.00</b>		<b>348,481</b>	
630	8020	Contributions Earned-Op. Subsidy-Cur. Yr.(before year-end adj)		127.51	132.00		348,481	
640		Mandatory PFS Adjustments (net):						
650		Other (specify):						
660		Other (specify):						
670		<b>Total Year-End Adjustments/Other (plus or minus lines 640 thru 660)</b>						
680	8020	<b>Total Operating Subsidy-current year (line 630 plus or minus line 670)</b>		<b>127.51</b>	<b>132.00</b>		<b>348,481</b>	
690	<b>Total</b>	<b>HUD Contributions (sum of lines 620 and 680)</b>	<b>155.48</b>	<b>127.51</b>	<b>132.00</b>		<b>348,481</b>	
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)		(32.47)	(8.27)		(21,839)	
		Enter here and on line 810						

Name of PHA/IHA Housing Authority of the Borough of Lodi		FYE 9/30/2016
Operating Reserve		
Part I - Maximum Operating Reserve - End of Current Budget Year		
740	2821	PHA/IHA-Leased Housing - Section 23 or 10(c) 50% of Line 480, column 5, form HUD-52564
		1023646.00

Part II-Provision for and Estimated or Actual Operating Reserve at Fiscal Year End		
780		Operating Reserve at End of Previous Fiscal Year - Actual for FYE (date): 9/30/2014
		507,560
790		Provision for Operating Reserve - Current Budget Year (check one)
	<input checked="" type="checkbox"/>	Estimated for FYE 9/30/2015 REV. 1
	<input type="checkbox"/>	Actual for
		(85,734)
800		Operating Reserve at End of Current Budget Year (check one)
	<input checked="" type="checkbox"/>	Estimated for FYE 9/30/2015 Revision1
	<input type="checkbox"/>	Actual for FYE
		421,826
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE 9/30/2016
		Enter Amount from line 700
		-21,839
820		Operating Reserve at End of Requested Budget Year Estimated for FYE 9/30/2016
		(Sum of lines 800 and 810)
		399,987
830		Cash Reserve Requirement- 25 % Of line 480
		511,822

Comments

40% Reserve

PHA / IHA Approval

Name Thomas DeSomma

Title Executive Director

Signature \_\_\_\_\_

Field Office Approval

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_