

MINUTES OF THE SPECIAL MEETING
OF THE HOUSING AUTHORITY OF THE
BOROUGH OF LODI, HELD ON WEDNESDAY,
AUGUST 12, 2015 AT THE HOUSING AUTHORITY
OF THE BOROUGH OF LODI, 50 BROOKSIDE
AVENUE, LODI, NEW JERSEY

Chairman Daniel Cody called the Special Meeting to order at 5:00 P.M

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

Upon call of the roll, the following were found to be present and absent, Present were Chairman Daniel Cody, Commissioners Robert Marra, Albert Di Chiara, Gerald Woods, Vincent Caruso. Absent were: Commissioner Paul Vincent Lynch. Also present were: Thomas DeSomma, Executive Director, Conrad M. Olear, Esq., Gary Luna, Deputy Executive Director, Lenore Morrell, Secretary, Absent.

BIDS – N/A

APPROVAL MINUTES- N/A

AGRNDA:

1. First Adoption of LHA's PH/S-8 Operating Budget for FYE 09/30/16

RESOLUTION NO. 14-28

SEE COPY ATTACHED

PHA BOARD RESOLUTION APPROVING 2015 OPERATING BUDGET – HUD FORM 52564–
FYS 10/01/15

The foregoing Resolution was proposed by Commissioner Woods and seconded by Commissioner Marra. Upon call of roll the Commissioners vote was as follows:

| | |
|------------------------|------|
| AYES | NAYS |
| Commissioner Marra | |
| Commissioner Di Chiara | |
| Commissioner Woods | NONE |
| Commissioner Caruso | |
| Commissioner Cody | |

A motion was made by Commissioner Di Chiara and seconded by Commissioner Caruso to go into Closed Session to discuss Elizabeth Stellato's request for Board consider action to allow M. Stellato (son) to temporarily move back to her apartment 13-D De Vries Park and any other ongoing issues pertaining to Stellato. Upon call of the roll, the Commissioner's vote was as follows:

MINUTES OF SPECIAL MEETING – AUGUST 12, 2015 – PAGE 2:

| | |
|------------------------|------|
| AYES | NAYS |
| Commissioner Marra | |
| Commissioner Di Chiara | |
| Commissioner Woods | NONE |
| Commissioner Caruso | |
| Commissioner Cody | |

Commissioner Paul Vincent Lynch entered the meeting at this point: 5:08 p. M.

At this time the tape recorder, was recommended by the Lodi Housing Authority's Attorney was placed on turned off.

During the Closed Session numerous discussions pertaining Elizabeth Stellao's request for son Michael Stellato to temporarily move back into Apt. 13-D De Vries Park along with discussions pertaining to recent reports and complaints filed by Executive Director pertaining to Michael Stellao which include Defiant Trespassing Complaint, Cyber Threat to members of Lodi Housing Authority by Threatening to inflict injury or physical harm (as specified within Borough of Lodi complaint summons #000313, 000314) along with Lodi Housing reports.

At this time Commissioners directed Lodi Housing Authority Attorney to respond to Mrs. Stellato as per closed Meeting Discussion.

A motion was made by Commissioner Caruso and seconded by Commissioner Woods to return to Public Section of Special Meeting Agenda. Upon call of the roll, the Commissioners vote was as follows:.

| | |
|------------------------|------|
| AYES | NAYS |
| Commissioner Marra | |
| Commissioner Di Chiara | |
| Commissioner Lynch | NONE |
| Commissioner Woods | |
| Commissioner Caruso | |
| Commissioner Cody | |

A motion was made by Commissioner Caruso and seconded by Commissioner Lynch at 5:30 P.M. to adjourn the Special Meeting. Upon call of the roll the Commissioners vote was as follows:

| | |
|------------------------|------|
| AYS | NAYS |
| Commissioner Marra | |
| Commissioner Di Chiara | |
| Commissioner Lynch | NONE |
| Commissioner Woods | |

Commissioner Caruso

Commissioner Cody

The Chairman thereupon declared the meeting closed



THOMAS DeSOMMA

Executive Director



DANIEL CODY

Chairman

TRANSCRIBED BY *Terrie Maxwell* TYPED BY *Terrie Maxwell*



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:

- 1st 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. Lynn 8-3-15
Commissioner Signature Date

Mark Manna 8/3/15
Commissioner Signature Date

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):

DATE

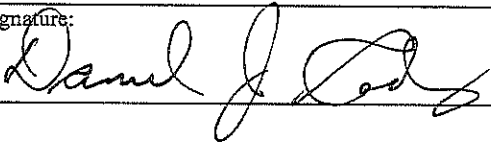
- Operating Budget approved by Board resolution on: 08/12/2015
- Operating Budget submitted to HUD, if applicable, on: _____
- Operating Budget revision approved by Board resolution on: _____
- Operating Budget revision submitted to HUD, if applicable, on: _____

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)

| | | |
|---|--|-------------------------|
| 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) | <input checked="" type="checkbox"/> Estimates <input type="checkbox"/> or Actual Current Budget REV.#1 PUM (3) | Requested Budget Estimates | | |
|---|-----------|--|-------------------------------------|--|----------------------------|------------------------------|--------------------------------------|
| | | | | | PHA/IHA Estimates | | HUD Modifications |
| | | | | | PUM (4) | Amount (to nearest \$10) (5) | PUM (6) Amount (to nearest \$10) (7) |
| Homebuyers Monthly Payments for: | | | | | | | |
| 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 | | | | | |
| Operating Receipts | | | | | | | |
| 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 | 3810 | Interest on General Fund Investments | | 1.89 | 0.75 | 2,000 | |
| 120 | 3890 | 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 | |
| Operating Expenditures - Administration: | | | | | | | |
| 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 | |
| Tenant Services: | | | | | | | |
| 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 | |
| Utilities: | | | | | | | |
| 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 | or Actual | | | | |
| | | | PUM (2) | Current Budget Yr. REV.#1 (3) | PUM (4) | Amount (to nearest \$10) (5) | PUM (6) | Amount (to nearest \$10) (7) |
| Ordinary Maintenance and Operation: | | | | | | | | |
| 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 | | Total Ordinary Maintenance & Operation Expense (lines 330 to 350) | | 278.48 | 193.03 | 174.22 | 560,000 | |
| Protective Services: | | | | | | | | |
| 370 | 4460 | Labor | | 10.77 | 3.78 | 5.68 | 15,000 | |
| 380 | 4470 | Materials | | | | | | |
| 390 | 4480 | Contract Costs | | | | | | |
| 400 | | Total Protective Services Expense (sum of lines 370 to 390) | | 10.77 | 3.78 | 5.68 | 15,000 | |
| General Expense: | | | | | | | | |
| 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 | | Total General Expense (sum of lines 410 to 460) | | 194.5 | 188.04 | | 496,420 | |
| 480 | | Total Routine Expense (sum of lines 210, 250, 320, 360, 400, and 470) | | 796.04 | 775.48 | | 2,047,290 | |
| Rent for Leased Dwellings: | | | | | | | | |
| 490 | 4710 | Rents to Owners of Leased Dwellings | | | | | | |
| 500 | | Total Operating Expense (sum of lines 480 and 490) | | 796.04 | 775.48 | | 2,047,290 | |
| Nonroutine Expenditures: | | | | | | | | |
| 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 | | Total Nonroutine Expenditures (sum of lines 510, 520, and 530) | | 14.29 | 9.94 | | 26,250.00 | |
| 550 | | Total Operating Expenditures (sum of lines 500 and 540) | | 810.33 | 785.43 | | 2,073,540 | |
| Prior Year Adjustments: | | | | | | | | |
| 560 | 6010 | Prior Year Adjustments Affecting Residual Receipts | | | | | | |
| Other Expenditures: | | | | | | | | |
| 570 | | Deficiency in Residual Receipts at End of Preceding Fiscal Yr. | | | (140.27) | | (370,320) | |
| 580 | | Total Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus line 570) | | 810.33 | | | | |
| 590 | | Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580) | | (159.99) | -140.27 | | (370,320) | |
| HUD Contributions: | | | | | | | | |
| 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 | | Total Basic Annual Contribution (line 600 plus or minus line 610) | | 127.51 | 132.00 | | 348,481 | |
| 630 | 8020 | Contributions Earned-Op. Subsidy-Cur. Yr. (before year-end ad) | | 127.51 | 132.00 | | 348,481 | |
| 640 | | Mandatory PFS Adjustments (net): | | | | | | |
| 650 | | Other (specify): | | | | | | |
| 660 | | Other (specify): | | | | | | |
| 670 | | Total Year-End Adjustments/Other (plus or minus lines 640 thru 660) | | | | | | |
| 680 | 8020 | Total Operating Subsidy-current year (line 630 plus or minus line 670) | | 127.51 | 132.00 | | 348,481 | |
| 690 | | Total HUD Contributions (sum of lines 620 and 680) | 155.48 | 127.51 | 132.00 | | 348,481 | |
| 700 | | Residual Receipts (or Deficit) (sum of line 590 plus line 690) | | (32.47) | (8.27) | | (21,839) | |

| | | |
|---|------|---|
| 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 |
| | | 1023645.00 |

| | | | |
|--|---|---------------------|----------|
| 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 | (85,734) |
| | <input type="checkbox"/> Actual for | | |
| 800 | Operating Reserve at End of Current Budget Year (check one) | | |
| | <input checked="" type="checkbox"/> Estimated for FYE | 9/30/2015 Revision1 | 421,826 |
| | <input type="checkbox"/> Actual for FYE | | |
| 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 

8/12/15

Field Office Approval

Name _____

Title _____

Signature _____