

**MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, SEPTEMBER 21, 2017**

**Call to Order:** The Meeting was chaired by Chairman Paul V. Lynch who called the Regular Meeting to Order at 7:00 PM.

**Pledge of Allegiance:** Chairman Lynch requested everyone stand for the Pledge of Allegiance.

After the Pledge, the Chairman made the following statement, "This Agenda is posted to inform the Public of actions being considered by the Authority's Board of Commissioners and its Executive Director/Secretary Treasurer. There may be additions and deletions prior to the Board Meeting before taking final action."

Chairman Lynch also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

**Roll Call:** Upon Roll Call, the following were found to be present and absent. Present were Chairman Paul V. Lynch, and Commissioners Daniel J. Cody, Robert Marra, Marc N. Schrieks, Gerald Woods. Also present were LHA Attorney Conrad Olear, Esq., Executive Director Thomas DeSomma, Deputy Executive Director Gary Luna, and Housing Manager/Recording Secretary Carol A. Ferrara. Vice Chairman Albert Di Chiara was absent.

**Bids:** No Bids

**Approval of Minutes:**

**A motion was made by Commissioner Cody and seconded by Commissioner Woods to approve the Minutes of the June 29, 2017 Regular Meeting.**

**Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara

**Communications:**

1. Fully executed documents pertaining to LHA's FY 2017 Capital Fund Grant (\$241,937) were submitted to the Dept. of HUD
2. As required by HUD, the FY 2018 Capital Fund Certification of LHA's buildings/units was completed and submitted on 07/20/17 (due 08/28/17)
3. FYE 09/30/16 PHAS Score released – LHA's Score of 93% **High Performer**

**Report of Attorney:**

- Evictions & Related Hearings
- Emotional Support Animal (ESA)
- Any Other Pending Litigation/Personnel Matters to be Discussed

**REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS FOR RELATED CORRESPONDENCE**

**Report of Accountant:** Nothing at this time.

**MINUTES OF REGULAR MEETING – SEPTEMBER 21, 2017 (cont'd)**

**Report of Security:** Nothing at this time

**Bills Agenda:**

A motion to Approve the July Bills Agenda was made by Commissioner Cody and seconded by Commissioner Schrieks. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	Commissioner Marra Abstained on #48 and voted Yes on the remainder of the bills	Vice Chairman Di Chiara

A motion to Approve the August Bills Agenda was made by Commissioner Schrieks and seconded by Commissioner Cody. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara

A motion to Approve the September Bills Agenda was made by Commissioner Cody and seconded by Commissioner Woods. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara

**Report of Executive Director:**

1. Approximate total interest earned for to date is total of **\$1,225.00±**
2. **CONTRACT REPORT:**

	CONTRACT FOR:	CONTRACT AWARDED TO:
1.	NONE	
2.		

**CONTRACT LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD**

I HEREBY CERTIFY THE "FUNDING AVAILABILITY" TO AWARD THE CONTRACTS, AS REFERENCED, HEREIN AND FURTHER CERTIFY THAT ALL CONTRACT PRICES WERE OBTAINED IN COMPLIANCE WITH LHA AND THE US DEPARTMENT OF HUD CFR 85-36 ESTABLISHMENT OF PROCUREMENT POLICY.

3. The US GOA conducted a review pertaining to Criminal Background Checks



**MINUTES OF REGULAR MEETING – SEPTEMBER 21, 2017 (cont'd)**

4. LHA received a Thank-You Card from Carol Bruinooge (a Massey Street S/C Resident) – thanking Sr. Maintenance Repairer-LPL, Jerry Fazinetz, for the “great job” he did on repairs in her unit
5. MEL/JIF Training Class – “Flagger/Work Zone” – attended by J. Luna and J. Fazinetz (on 09/07 and 09/20, respectively) and F. Licata to attend last class on 11/21
6. Random Annual Inspections were completed at all LHA Complexes
7. Boro Manager forwarded a notice to LHA that sidewalk improvements will be completed on Rennie Place (contract has been awarded)
8. Received NJDCA Local Finance Notice regarding Hurricane Harvey and donation of surplus equipment
9. Sent two (2) OPRA requests to PVWC requesting wholesale water rate costs & resale to specific towns

**Question from Commissioner Woods:** Any update on the crosswalk at the North Main Street S/C Complex? Executive Director will follow up with Boro Manager.

**Report of Deputy Executive Director/Administrator Section 8/Housing Manager:**

1. The Deputy Executive Director reported that there are 460 HCV/Section 8 Participants presently on the program
2. FEMA – is still under review
3. Email – informal tentative BCCD Award of \$86,207 for security cameras at all LHA Complexes
4. DVP Service Drive culvert was repaired by Lodi DPW
5. LHA purchased new sewer snake
6. A & H Tree Service completed the removal of trees/grinding of stumps at various complexes

**Resolutions:**

**CONSENT AGENDA** (Resolutions are matters covering operation of Lodi Housing Authority and will be passed by one roll call vote covering all items on the Consent Agenda.)

**Motion to Approve Resolutions by Consent Agenda was made by Commissioner Cody and seconded by Commissioner Schrieks.  
Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara

**MINUTES OF REGULAR MEETING – SEPTEMBER 21, 2017 (cont'd)**

1. Resolution #16-36	Approval & Adoption of 2017 Capital Fund Program Grant – NJP01150117 (\$241,937.00)
2. Resolution #16-37	2017 Budget Resolution – FY 10/01/17 thru 09/30/18
3. Resolution #16-38	Authorizing Late 2017 LHA Budget Submission – as Recommended/Required by NJDCA
4. Resolution #16-39	Public Housing & Section 8 Consulting Contract – 10/01/17 thru 09/30/18
5. Resolution #16-40	Authorization to Renew Membership in the NJPHA JIF – 01/01/18 thru 12/31/20

**Report of Commissioner:**

**Unfinished Business:**

**Old Business:**

**New Business:**

**Good & Welfare:**

**Hearing of Citizens: None in Attendance**

**Closed Session:**

**CLIENT-ATTORNEY PRIVILEGED INFORMATION**

**(Not to be included on website or distributed as part of the Public Agenda)**

Lodi Housing Authority shall now exclude members of the public from the meeting for any of the following reasons:

1. The Board may discuss matters involving Personnel or individuals who have received assistance from the Authority. The identification of such individuals may result in a violation of their rights to privacy.
2. The Board may discuss matters which are covered pursuant to NJSA 10:4-12(b)(1,2,3) involving individuals who have received assistance from LHA or who have applied for assistance. To disclose the names of such individuals would work an unwarranted invasion of their rights to privacy.
3. LHA may discuss Personnel Matters which are specifically exempt from public meetings pursuant to NJSA 10:4-12(b)(8).
4. The Board may discuss matters with Counsel that shall fall within the Attorney-Client Privilege and are, therefore, excluded from the public meeting.
5. The Board may discuss other matters pursuant to NJSA 10:4-12.

Please be advised that at the conclusion of this session, the Board shall return to a public session and the members are invited to return in order to observe. Thank you.

**Motion to go into Closed Session was made by  
Commissioner Cody and seconded by Commissioner Woods.**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara



**MINUTES OF REGULAR MEETING – SEPTEMBER 21, 2017 (cont'd)**

**Motion to end Closed Session and return to Regular Order of Business was made by Commissioner Schrieks and seconded by Commissioner Cody.**


AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara

**Adjournment:**

**Motion to Adjourn was made by Commissioner Woods and seconded by Commissioner Schrieks.**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Commissioner Woods Chairman Lynch	NONE	NONE	Vice Chairman Di Chiara

Meeting was Adjourned at 7:55 PM and Chairman Lynch declared the Regular Meeting closed.

  
 \_\_\_\_\_  
 THOMAS DeSOMMA  
 Executive Director/Secretary Treasurer

  
 \_\_\_\_\_  
 Paul V. Lynch  
 Chairman

Transcribed/Typed by:   
 \_\_\_\_\_  
 CAROL A. FERRARA  
 Housing Manager/Recording Secretary

RESOLUTION NO. 16-36

Governing Body Recorded Vote -- Members:

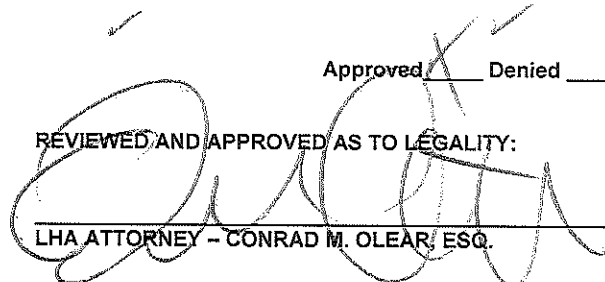
- M Commissioner D. J. Cody
- Commissioner R. Marra
- S Commissioner M. N. Schrieks
- Commissioner G. Woods
- Commissioner A. Di Chiara
- Commissioner P. V. Lynch

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
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✓  
✓  
✓  
✓  
✓

Approved \_\_\_\_\_ Denied \_\_\_\_\_

REVIEWED AND APPROVED AS TO LEGALITY:



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LHA ATTORNEY -- CONRAD M. OLEAR, ESQ.

**APPROVAL & ADOPTION OF 2017 CAPITAL FUND PROGRAM GRANT #NJPO1150117 (\$241,937.00)**

**WHEREAS**, Lodi Housing Authority (LHA) has been awarded under the Capital Fund Program (CFP) \$241,937.00 for FY 2017 to be referred to under #NJ39P01150117; and

**WHEREAS**, the Capital Fund Program final rule in 2013 decoupled the Capital Fund Annual submission from the PHA Plan submission; and

**WHEREAS**, in accordance with 24 CFR Part 905, LHA is in compliance with 45 day Public Hearing notification and is including its most recent Public Hearing Board Resolution from its Approved 2016 PHA Plan and Capital Fund 5 Year Action Plan; and

**WHEREAS**, LHA is recognized as a Non-Qualified PHA in accordance with Notice PIH 2008-41 and is a recognized High Performer by the US Department of HUD; and

**WHEREAS**, LHA is including Approved HUD Form 50077 for Non-Qualified PHAs certification of compliance with Public Hearing; and

**WHEREAS**, included herein are HUD form 50075.1 (Parts 1, 2 & 3) Annual Statement, HUD form 50075.2 Capital Fund 5 Year Action Plan and 3 signed original ACC Amendments; and


**WHEREAS**, CFP grant has been assigned to Budget Line Item (BLI) 1406 Operations; and

**WHEREAS**, CFP Grant #NJ39P01150117 has been prepared in accordance with the New Capital Fund Final Rule.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Lodi Housing Authority, the ACC Amendment and Annual Statement for HUD 50075.1, in reference to CFP Grant #NJ39P01150117, are hereby approved and adopted.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

Thursday Sept 21 2017



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EXECUTIVE DIRECTOR/SECRETARY-TREASURER

2017 Capital Fund

Capital Fund Program  
(CFP) Amendment  
To The Consolidated Annual Contributions  
Contract (form HUD-53012)

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

Whereas, (Public Housing Authority) Housing Authority of the Borough of Lodi NJ011 (herein called the "PHA")  
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions  
Contract(s) ACC(s) Numbers(s) NY441 dated 8/1/1950

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ \$241,937.00 for Fiscal Year 2017 to be referred to under Capital Fund Grant Number NJ39P01150117  
PHA Tax Identification Number (TIN): On File DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number \_\_\_\_\_

Now Therefore, the ACC(s) is (are) amended as follows:

- The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).
- The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) published at 78 Fed. Reg. 63748 (October 24, 2013), as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.
- The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
- For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.
- Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
- Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.
- The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP

- assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. However, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.
- The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.
  - Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).  
(mark one):  Yes  No
  - The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.
  - If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing projects(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.
  - CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the funds.

The parties have executed this CFP Amendment, and it will be effective on 8/16/2017. This is the date on which CFP assistance becomes available to the PHA for obligation.

U.S. Department of Housing and Urban Development

By Shereese Ann Date: 8/16/17  
Title Director, Office of Public Hsg.

PHA (Executive Director or authorized agent)

By James J. Wallace Date: 7.25.17  
Title Executive Director S-INT PHA

Previous versions obsolete

form HUD-52840-A OMB Approval No. 2577-0157 (exp. 03/31/2020)

**RESOLUTION NO. 16-37**

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
Commissioner R. Marra	<input checked="" type="checkbox"/>			
Commissioner M. N. Schrieks	<input checked="" type="checkbox"/>			
Commissioner G. Woods	<input checked="" type="checkbox"/>			
Commissioner A. Di Chiara	<input checked="" type="checkbox"/>			
Commissioner P. V. Lynch	<input checked="" type="checkbox"/>			

Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY:

*[Signature]*  
 LHA ATTORNEY – CONRAD M. O'LEAR, ESQ.

**2017 BUDGET RESOLUTION**

**HOUSING AUTHORITY OF THE BOROUGH OF LODI  
 FISCAL YEAR: FROM 10/01/2017 TO 09/30/2018**

WHEREAS, the Annual Budget and Capital Budget for the Lodi Housing Authority for the fiscal year beginning October 1, 2017 and ending September 30, 2018 has been presented before the Members of the Lodi Housing Authority at its open public meeting of September 21, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,438,417, Total Appropriations, including any Accumulated Deficit, if any, of \$7,400,288 and Total Unrestricted Net Position utilized of \$N/A; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$241,937 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$N/A; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to NJAC 5:31-2, does not confer any authorization to raise or spend funds; rather, it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, in a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED, by the governing board of the Lodi Housing Authority, at an open public meeting held on September 21, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Lodi Housing Authority for the fiscal year beginning October 1, 2017 and ending September 30, 2018, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Lodi Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 16, 2017.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

*Thursday Sept 21, 2017*  
*[Signature]*  
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER



State Filing Year

2017

APPROVED COPY

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

Start Year

End Year

Fiscal Year

2017

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2018

*Authority Budget of:*

***LODI HOUSING AUTHORITY***

*For the Period:*

*October 1, 2017*

*to*

*September 30, 2018*

[www.lodihousing.org](http://www.lodihousing.org)

Authority Web Address

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

# 2017 HOUSING AUTHORITY BUDGET

## Certification Section

2017

LODI

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM OCTOBER 1, 2017 TO SEPTEMBER 30, 2018

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

*It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.*

*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By: Paul D. Cwert, CPA, RMA Date: 10/19/2017

**CERTIFICATION OF ADOPTED BUDGET**

*It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.*

*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By: \_\_\_\_\_ Date: \_\_\_\_\_



# 2017 PREPARER'S CERTIFICATION

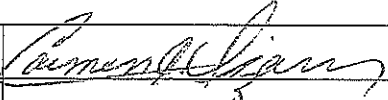
LODI

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2017 TO: 09/30/2018

It is hereby certified that the Housing Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Housing Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	Carmen J. Irizarry		
Title:	Financial Management Consultant		
Address:	50 Brookside Ave. Lodi, NJ 07644		
Phone Number:	973-470-3650 ext.27	Fax Number:	973-778-1429
E-mail address	carmeni@lodihousing.org		

# 2017 APPROVAL CERTIFICATION


## LODI

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2017 TO: 09/30/2018

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Lodi Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 21<sup>st</sup> day of September, 2017.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Thomas DeSomma		
Title:	Executive Director		
Address:	50 Brookside Ave. Lodi, NJ 07644		
Phone Number:	973-470-3651 ext.15	Fax Number:	973-778-1429
E-mail address	thomasd@lodihousing.org		

September 21, 2017

RESOLUTION NO. 16-38

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<i>M</i> Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
Commissioner R. Marra	<input checked="" type="checkbox"/>			
<i>S</i> Commissioner M. N. Schrieks	<input checked="" type="checkbox"/>			
Commissioner G. Woods	<input checked="" type="checkbox"/>			
Commissioner A. Di Chiara	<input checked="" type="checkbox"/>			
Commissioner P. V. Lynch	<input checked="" type="checkbox"/>			

Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**AUTHORIZING LATE 2017 BUDGET SUBMISSION  
APPLICABLE TO LHA BUDGET –  
AS RECOMMENDED/REQUIRED BY NJDCA**

**WHEREAS**, pursuant to NJAC 5:31-2.5(a) and (b) Housing Authority Budgets not submitted to the Division of Local Government Services for review and certification at least 60 days prior to the beginning of each fiscal year must be accompanied by a resolution of the governing body setting forth the reasons for the delay; and

**WHEREAS**, the Lodi Housing Authority Budget was not submitted within the statutory timetable; and

**WHEREAS**, the reason for said delay in the budget schedule and process was due directly to the timing and availability of the Operating Subsidy formula from the Department of Housing and Urban Development; and

**WHEREAS**, the form HUD-52722 and form HUD-52723 UEL Excel Tool and Data Collection are an essential and an intricate portion of the computation of LHA's Operating Subsidy; and

**WHEREAS**, HUD's initial obligation of Operating Subsidy funding for FY 2018 cannot be developed for budgetary purposes at this time; and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the Borough of Lodi desires to approve/adopt this Resolution pursuant to NJCA 5:31-2.5 (a) and (b).

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the Borough of Lodi hereby approves Late Submission of its FY 10/01/17 to 09/30/18 Operating Budget pursuant to NJCA 5:31-2.5 (a) and (b); and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Executive Director/Secretary Treasurer, Thomas DeSomma, is hereby directed to submit a copy of this adopted Resolution to the Director of Local Government Services as part of Lodi Housing Authority's 2018 Budget.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

*Thursday Sept 21 2017*

*Thomas DeSomma*

EXECUTIVE DIRECTOR/SECRETARY-TREASURER



RESOLUTION NO. 16-39

Governing Body Recorded Vote – Members:

- M* Commissioner D. J. Cody
- Commissioner R. Marra
- S* Commissioner M. N. Schrieks
- Commissioner G. Woods
- Commissioner A. Di Chiara
- Commissioner P. V. Lynch

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
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Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**PUBLIC HOUSING & SECTION 8 CONSULTING CONTRACT  
OCTOBER 1, 2017 – SEPTEMBER 30, 2018**

**WHEREAS**, as the Executive Director/Secretary-Treasurer of Lodi Housing Authority, I hereby certify that the Authority has complied with the Department of Housing & Urban Development “Competitive Process” required under 24 CFR 85.36 Procurement and NJ Statutes governing Professional Service Contracts; and

**WHEREAS**, as Executive Director/Secretary Treasurer, I hereby recommend Carmen J. Irizarry of CJI Associates, Inc., 9 Woodbine Road, New City, NY 10956, be appointed as Consultant for the Authority’s Public Housing and Section 8 Rental Assistance Programs for a one-year period commencing on October 1, 2017 through September 30, 2018. Said contract shall be for the Annual Fee Not to Exceed \$94,700.00; and

**WHEREAS**, the Division of Local Finance requires “Certification of Funding Availability” when awarding contracts.

**NOW, THEREFORE, BE IT RESOLVED**, as the Executive Director/Secretary Treasurer, I hereby “certify the funding availability” to award contract referenced herein.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the Authority, Carmen J. Irizarry is hereby appointed to said position as “Consultant” at Annual Fee Not to Exceed \$94,700.00, for the term(s) as described in the preceding paragraph. Said Annual Fee shall be paid/pro-rate to such Programs under the Authority’s jurisdiction, such as Public Housing, Section 8, Capital Fund Program (CFP), BCCD, as deemed appropriate by the Executive Director; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, the Executive Director is hereby authorized to review, amend, and execute any and all related contract documents pertaining to said appointment of Carmen J. Irizarry as Consultant.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

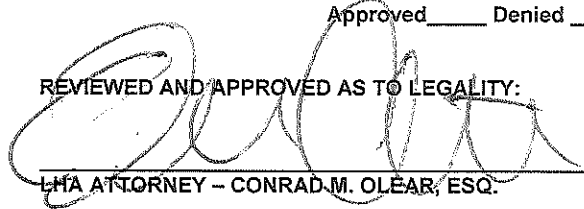
**RESOLUTION #16-40**

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
M Commissioner D. J. Cody	/			
Commissioner R. Marra	/			
M Commissioner M. N. Schrieks	/			
Commissioner G. Woods	/			
Commissioner A. Di Chiara				/
Commissioner P. V. Lynch				/

Approved \_\_\_\_\_ Denied \_\_\_\_\_

REVIEWED AND APPROVED AS TO LEGALITY:



\_\_\_\_\_  
LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

**AUTHORIZATION TO RENEW MEMBERSHIP IN THE NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND (NJPHA JIF) – JANUARY 1, 2018 THRU DECEMBER 31, 2020**

**WHEREAS**, Public Housing Authorities in the State of New Jersey are permitted to join together to form a Joint Insurance Fund (JIF) as permitted by NJSA 40A:10-36 and 42 USC 14-37 et.seq.; and

**WHEREAS**, the statutes regulating the creation and establishment of a JIF contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a fund; and

**WHEREAS**, the governing body of Lodi Housing Authority (LHA) has determined that membership in the JIF is in the best interest of the Authority.

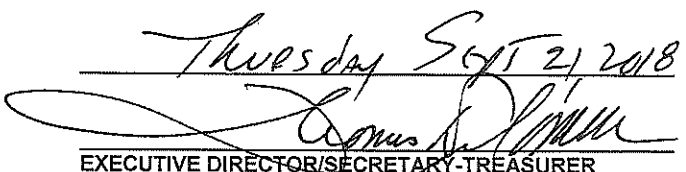
**NOW, THEREFORE, BE IT RESOLVED**, the governing body of LHA does hereby resolve and agree to renew its membership in the NJPHA JIF effective January 1, 2018 to expire December 31, 2020, for the purpose of establishing the following types of coverage:

1. Workers' Compensation and Employer's Liability;
2. Liability, other than motor vehicle;
3. Property Damage, other than motor vehicle;
4. Motor Vehicle; and
5. Public Officials Liability/Employment Practices Liability.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that Thomas DeSomma, Executive Director/Secretary Treasurer, is authorized to execute the application for membership and the accompanying certification on behalf of the Authority.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the governing body is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying their membership in the FUND as are required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said document shall become effective only upon the applicant's admission to the FUND following approval by the FUND, passage by the Authority of a Resolution Accepting Assessment and approval by the New Jersey Department of Insurance and the Department of Community Affairs.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

Thursday Sept 21, 2018  
  
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

**ATTACHMENT TO RESOLUTION #16-40**

**INDEMNITY & TRUST AGREEMENT FOR THE NJ PUBLIC HOUSING  
AUTHORITY JOINT INSURANCE FUND (NJPHA JIF) –  
JANUARY 1, 2018 THRU DECEMBER 31, 2020**

**THIS AGREEMENT**, made this 21<sup>st</sup> day of September 2017, in the County of Bergen, State of New Jersey, By and Between, New Jersey Public Housing Authority Joint Insurance Fund referred to as "FUND," and the governing body of the Lodi Housing Authority, a duly constituted public housing authority hereinafter referred to as "**Authority**."

**WITNESSETH:**

**WHEREAS**, several **Authorities** have collectively formed a Joint Insurance Fund as authorized pursuant to NJSA 40A:10-36 et.seq., and the administrative regulations promulgated pursuant thereto; and

**WHEREAS**, the **Authority** has agreed to become a member of the FUND in accordance with the Bylaws of the FUND and in consideration of such obligations shall share in the benefits derived by the membership of the FUND;

**NOW, THEREFORE**, it is agreed as follows:

1. The **Authority** accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of the said Bylaws and the pertinent statutes and Administrative Regulations pertaining to same.
2. The **Authority** agrees to participate in the FUND with respect to the types of insurance listed in their Resolution authorizing their application to the Fund.
3. The **Authority** agrees to remain a member of the FUND for period, the commencement of which shall begin on January 1, 2018 and expire on December 31, 2020.
4. The **Authority** certifies that it has never defaulted any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two years prior to the date thereof.
5. In consideration of membership in the FUND, the **Authority** agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, all of whom as a condition of membership in the FUND shall execute a verbatim counterpart of this agreement and by execution hereof the full faith and credit of the **Authority** is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the **Authority** for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the individual **Authority** retained limit or in an amount which exceeds the FUND's limit of liability.
6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Authority** agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.
7. The **Authority** and the FUND agree that the FUND shall hold all monies in excess of the individual **Authority** retained loss fund paid by the **Authority** to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with NJAC 11:15-2.1 et.seq.

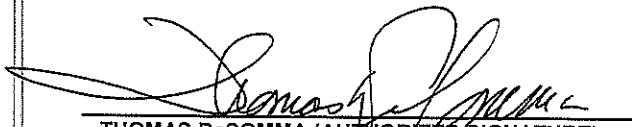


8. The FUND shall establish separate Trust Accounts for each of the following categories of risk and liability:
- a. Workers' Compensation and Employer's Liability;
  - b. Liability, other than motor vehicle;
  - c. Property Damage, other than motor vehicle;
  - d. Motor Vehicle; and
  - e. Public Officials Liability/Employment Practices Liability.

The FUND shall maintain Trust Accounts aforementioned in accordance with NJSA 40A:10-36 et.seq., NJSA 40:5-1, and such other statutes as may be applicable. More specifically, each of the aforementioned separate Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and excess insurance of reinsurance premiums for each such risk or liability or as "surplus" as such term is defined by NJAC 11:15-2.2.

9. Each **Authority** being a member of the Fund shall be obligated to execute this Agreement.

**LODI HOUSING AUTHORITY:**

  
THOMAS DeSOMMA (AUTHORIZED SIGNATURE)

9/21/17  
DATE

  
ATTEST

**NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND:**

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ATTEST