

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, FEBRUARY 20, 2020

Call to Order: The Meeting was chaired by Chairman Marc N. Schrieks who called the Regular Meeting to Order at 7:00 PM.

Pledge of Allegiance: Chairman Schrieks 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 Schrieks also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

Roll Call: The meeting was attended by Chairman Marc N. Schrieks, and Commissioners Daniel J. Cody, Steven De Nobile, Paul V. Lynch, Robert Marra, and Robert Riley, Jr. Vice Chairman Albert Di Chiara was absent.

Also present were Lodi Housing Authority Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Thomas DeSomma, Deputy Executive Director Gary Luna and Housing Manager/Recording Secretary Carol A. Ferrara.

Bids: None

Approval of Minutes:

Motion was made by Commissioner Cody and Seconded by Commissioner Riley to approve the Minutes of the Open Session of the January 16, 2020 Regular Meeting. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	Commissioner Lynch	Vice Chairman Di Chiara

Motion was made by Commissioner Cody and Seconded by Commissioner Riley to approve the Minutes of the Closed Session of the January 16, 2020 Regular Meeting. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	Commissioner Lynch	Vice Chairman Di Chiara

Communications:

1. NJDCA – Notice by State of NJ of Re-Appointment of Commissioner Steven G. De Nobile for 5-year term (ending 12/12/2024) – Congratulations!
2. LHA 2019 Multiple Dwelling Reports were completed/submitted electronically to State on 01/28/20
3. Notice from Dept. of HUD of LHA's 2020 CFP Grant Award of \$415,622 (increase of \$25,434)

MINUTES OF REGULAR MEETING – FEBRUARY 20, 2020 (cont'd)

Report of Attorney:

1. Evictions/Notices to Cease/Related Hearings
2. 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.

Report of Security: Nothing at this time

Bills Agenda:

Motion to Approve the February 2020 Bills Agenda was made by Commissioner Cody and Seconded by Commissioner Lynch. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

Report of Executive Director:

1. Approximate total interest earned for 2020 is **\$3,850.00±**
2. **CONTRACT REPORT:**

CONTRACT AWARDED TO:	CONTRACT AWARDED FOR:
1. None	
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.	
CONTRACT LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD	

CONTRACT AWARDED TO:	CONTRACT AWARDED FOR:
1. None	
2.	
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.	
CONTRACT LISTED ABOVE DOES REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD	

3. General report on the status of extraordinary maintenance schedule:
 - a. On the Spot Contractor – hired for DVP gutter repairs/possible replacement & North Main soffit/fascia repair – to be done ASAP, weather permitting;
 - b. Manning Brothers Carpet – North Main Community Room – new rug – completed;
 - c. TMF Corporation – new garbage & recycling pails for DVP with new LHA logo – purchased under State Contract – awaiting delivery; and
 - d. Apollo Signs – lettering (Commissioners/Attorney names) & new logo at all Complexes in designated areas - ongoing
4. Public Ad in Record for sale of 3 LHA vehicles (no longer useful)
5. Scheduled 3-day training for Maintenance Superintendent through JIF in June 2020 in Paramus

MINUTES OF REGULAR MEETING – FEBRUARY 20, 2020 (cont'd)

- 6. Nicole Ferrara, Principal Account Clerk – completed training & certified user in QuickBooks
- 7. Notice to all employees regarding appointment of LHA Human Resources Officer

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

- 1. Deputy Executive Director reported **452** HCV/Section 8 Participants presently on the program
- 2. Dept. of HUD Notice on long-term pension obligations
- 3. PK Mechanical – completed – refer to photos & reports
- 4. Refer to Resolution #19-17 & #19-18 – Award of A&E Contracts for Massey/Rennie Boiler Replacement and Massey Street Parking Lot Expansion

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 listed below by Consent Agenda was made by Commissioner Cody and Seconded by Commissioner Lynch.
Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

1. Resolution #19-17	Award of A&E Contract for Design & Inspection for Removal/Replacement of Boilers at the Massey/Rennie S/C Complexes to Coppa Montalbano Architects (\$11,750)
2. Resolution #19-18	Award of A&E Contract for Design & Inspection for the Parking Lot Expansion at the Massey Street S/C Complex to Neglia Engineering Associates (\$7,200)
3. Resolution #19-19	Declaration of LHA Maintenance Vehicle (2008 Pick Up Truck) as No Longer Useful/Viable for Public Use
4. Resolution #19-20	Declaration of LHA Section 8 Inspection Vehicle (2003 Buick Regal) as No Longer Useful/Viable for Public Use
5. Resolution #19-21	Rent Write-Off FYE 09/30/20 – L. Gennaro (Massey #9)
6. Resolution #19-22	Budget Revision #1 – FYE 09/30/20 PH & S-8 Operating Budgets
7. Resolution #19-23	Amendment to Section 8 Administrative Plan (Section X) – Non-Refundable Reasonable Fee Charges to Landlords for HQS Re-Inspections

- Report of Commissioner:** None
- Unfinished Business:** None
- Old Business:** None
- New Business:** None
- Good & Welfare:** None
- Hearing of Citizens:** None in Attendance

MINUTES OF REGULAR MEETING – FEBRUARY 20, 2020 (cont'd)

Closed Session:

Motion to End Regular Order of Business and go into Closed Session was made by Commissioner Cody and Seconded by Commissioner Lynch.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

Motion to end Closed Session and return to Regular Order of Business was made by Commissioner Cody and Seconded by Commissioner Lynch.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

Adjournment:

Motion to Adjourn was made by Commissioner Cody and Seconded by Commissioner De Nobile. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

Meeting was Adjourned at 7:20 PM and Chairman Schrieks declared the Regular Meeting closed.



THOMAS DeSOMMA
Executive Director/Secretary Treasurer



MARC N. SCHRIEKS, Chairman

Transcribed/Typed by:



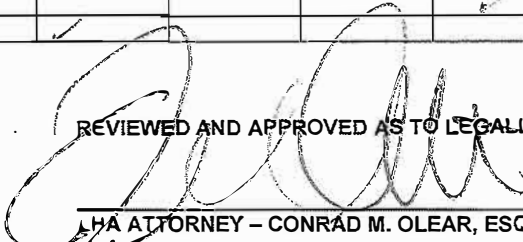
CAROL A. FERRARA
Housing Manager/Recording Secretary

RESOLUTION NO. 19-17

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
M Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
S Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara				/
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**A&E CONTRACT FOR DESIGN & INSPECTION FOR
 REMOVAL/REPLACEMENT OF BOILERS LOCATED AT THE
 MASSEY/RENNIE SENIOR CITIZEN COMPLEXES
 (15 MASSEY/20 RENNIE) – AWARDED TO
 COPPA MONTALBANO ARCHITECTS (\$11,750.00)**

WHEREAS, Lodi Housing Authority (LHA) received RFQ for Professional Services in compliance with Department of HUD Rules and Regulations under CFR 85.36 and LHA’s Procurement Policy, along with the NJ Public Bidding Laws (40A:11-5(a)(i)); and

WHEREAS, the qualified quote received was reviewed by the Deputy Executive Director and has recommended to the Executive Director to be in compliance with NJ Public Bidding Statutes, provided the prospective Design Professional submits all required documents referenced within said RFQ; and


WHEREAS, the Executive Director has determined it to be in LHA’s best interest to award design and inspection services for Removal/Replacement of the Boilers at the Massey/Rennie Senior Citizen Complexes to **Coppa Montalbano Architects, 97 Lackawanna Avenue, Totowa, NJ 07512 in the amount of \$11,750.00**; 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, the Executive Director is hereby authorized to execute all required contract documents, and such related expenditures are to be charged to BCCD Funding and/or available PH Operating Program Funds.

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 February 20, 2020

 EXECUTIVE DIRECTOR/SECRETARY/TREASURER

RESOLUTION NO. 19-18

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara				/
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

A&E CONTRACT FOR DESIGN & INSPECTION FOR THE PARKING LOT EXPANSION AT THE MASSEY STREET SENIOR CITIZEN COMPLEX (15 MASSEY STREET) – AWARDED TO NEGLIA ENGINEERING ASSOCIATES (\$7,200.00)

WHEREAS, Lodi Housing Authority (LHA) received RFQ for Professional Services in compliance with Department of HUD Rules and Regulations under CFR 85.36 and LHA’s Procurement Policy, along with the NJ Public Bidding Laws (40A:11-5(a)(i)); and

WHEREAS, the qualified quote received was reviewed by the Deputy Executive Director and has recommended to the Executive Director to be in compliance with NJ Public Bidding Statutes, provided the prospective Design Professional submits all required documents referenced within said RFQ; and

WHEREAS, the Executive Director has determined it to be in LHA’s best interest to award design and inspection services for the Parking Lot Expansion at the Massey Street Senior Citizen Complexes to **Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, NJ 07071 in the amount of \$7,200.00**; 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, the Executive Director is hereby authorized to execute all required contract documents, and such related expenditures are to be charged to BCCD Funding and/or available PH Operating Program Funds.

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 February 20, 2020


 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-19

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara	/			
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**DECLARATION OF LODI HOUSING AUTHORITY
MAINTENANCE VEHICLE (2008 PICK UP TRUCK) NO
LONGER USEFUL/VIABLE FOR PUBLIC USE**

- **2008 FORD F25 PICK UP TRUCK W/PLOW & SALTER**
 - VIN: 1FTSX 21578 EB334 13 – MILEAGE 57,516±

WHEREAS, the Executive Director of Lodi Housing Authority (LHA) has determined (due to age and condition) the maintenance vehicle is no longer viable for Public Use and no longer cost-effective to maintain; and

WHEREAS, said vehicle and estimated fair value (refer to attached) is below 15% of Bid Threshold requirement to offer said vehicles for Public Sale (refer to attached NJSA 40A:11-36).

NOW, THEREFORE, BE IT RESOLVED, by Board of Commissioners (Board) based upon Executive Director’s determination referenced herein has hereby deemed the 2008 maintenance vehicle referenced above “Not Viable for Public Use.”

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is further authorized to offer the 2008 maintenance vehicle for sale/trade in and/or to scrap said vehicle.

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 February 20, 2020

[Signature]
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-20

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara				/
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**DECLARATION OF LODI HOUSING AUTHORITY
SECTION 8 INSPECTION CAR (2003 BUICK REGAL)
NO LONGER USEFUL/VIABLE FOR PUBLIC USE**

➤ **2003 BUICK REGAL – 4 DOOR**

- VIN: 2G4WB 52K33 12855 69 – MILEAGE UNKNOWN

WHEREAS, the Executive Director of Lodi Housing Authority (LHA) has determined (due to age and condition) the Section 8 inspection vehicle is no longer viable for Public Use and no longer cost-effective to maintain; and

WHEREAS, said vehicle and estimated fair value (refer to attached) is below 15% of Bid Threshold requirement to offer said vehicles for Public Sale (refer to attached NJSA 40A:11-36).

NOW, THEREFORE, BE IT RESOLVED, by Board of Commissioners (Board) based upon Executive Director’s determination referenced herein has hereby deemed the 2003 Section 8 inspection vehicle referenced above “Not Viable for Public Use.”

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is further authorized to offer the 2003 Section 8 inspection vehicle for sale/trade in and/or to scrap said vehicle.

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 February 20 2020

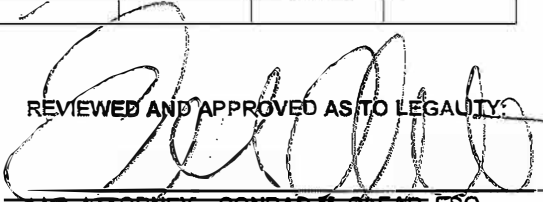
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-21

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara				/
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

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

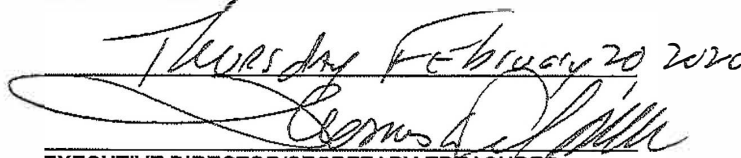
RENT WRITE-OFF FYE 09/30/20

WHEREAS, former/deceased tenant listed below has an outstanding balance due Lodi Housing Authority thus requiring the outstanding balance to be written off as uncollectible; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Lodi Housing Authority that the total amount of \$532.00 due from evicted resident (rent due of \$632 for January & February 2020 less security deposit of \$100.00) is hereby "written off" as uncollectible as of FYE 09/30/20.

FORMER TENANT	COMPLEX	AMOUNT	REASON
Louis Gennaro, Jr.	Apt. #9 Massey Street S/C Complex	\$532.00	Tenant Evicted & Locked Out 01/15/2020
TOTAL:		\$532.00	

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 February 20 2020

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

Cc: Carol A. Ferrara, Housing Manager/HRO
 Nicole Ferrara, Principal Account Clerk
 Wallace Nowosielecki, CPA, Fee Account
 Former Resident's File (Gennaro – Massey #9)

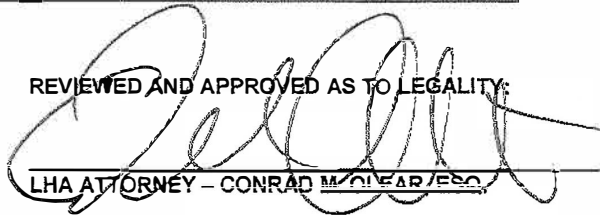
RESOLUTION NO. 19-22

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara				/
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD MCLEAR/ESQ.

**BUDGET REVISION #1 – FYE 09/30/20
PUBLIC HOUSING & SECTION 8 OPERATING BUDGETS**

WHEREAS, Lodi Housing Authority’s (LHA) FYE 09/30/20 Public Housing & Section 8 Operating Budgets were previously adopted/approved with Final Adoption on 12/19/19 (Resolution #19-11); and

WHEREAS, recent unforeseen Income and Expenses will impact the LHA FYE 09/30/20 Public Housing & Section 8 Operating Budgets; and

WHEREAS, the US Department of Housing and Urban Development (HUD) recommends a Budget Revision be processed explaining such changes to Income and Expenses; and

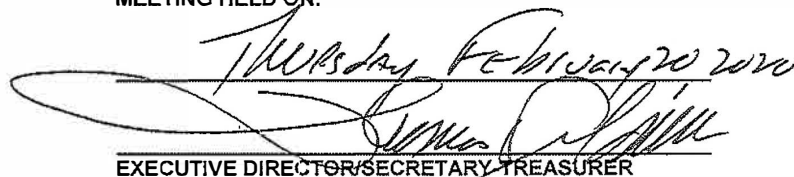
WHEREAS, these unforeseen Income and Projected Expenses will impact the LHA FYE 09/30/20 Operating Budgets referenced herein.

NOW, THEREFORE, BE IT RESOLVED, due to decrease in LHA’s Health Benefit Costs and an increase in Non-Dwelling & Interest, the Public Housing & Section 8 FYE 09/30/20 Budget Revision #1 is hereby approved..

NOW, THEREFORE, BE IT FURTHER RESOLVED, LHA’s Executive Director/Secretary Treasurer is further authorized to implement all changes reflected in the Revision #1 and process any and all required changes and notices to the Department of HUD and the Division of Local Government Services, as may be required.

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 February 20, 2020



EXECUTIVE DIRECTOR/SECRETARY TREASURER

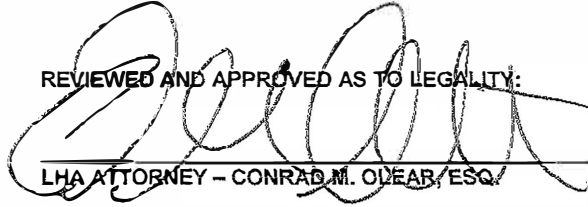
RESOLUTION NO. 19-23

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	/			
Commissioner S. De Nobile	/			
Commissioner P. V. Lynch	/			
Commissioner R. Marra	/			
Commissioner R. Riley, Jr.	/			
Vice Chairman A. Di Chiara				/
Chairman M. N. Schrieks	/			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. ODEAR, ESQ.

**AMENDMENT TO SECTION 8 ADMINISTRATIVE PLAN (SECTION X)
– NON-REFUNDABLE REASONABLE FEE CHARGES TO
LANDLORDS FOR HQS RE-INSPECTIONS**

WHEREAS, in accordance with 24 CFR 903.21, Lodi Housing Authority (LHA) may amend or modify its Annual Plan after submission to HUD; and

WHEREAS, LHA may modify, amend, or change any policies, rules, regulations; and

WHEREAS, Board Resolution #17-20 (dated 05/24/18) previously authorized revisions/amendments, approved by the US Department of HUD, to both the Public Housing Admissions & Continued Occupancy Policy (ACOP) and the Housing Choice Voucher Administrative Plan (Admin Plan); and

WHEREAS, Section X, Housing Quality Standard (HQS) of the Admin Plan has been amended to correlate with the implementation of the Biennial Inspections in accordance with the requirements of Housing Opportunity Through Modernization Act of 2016 (HOTMA); and

WHEREAS, CGI Contractors, hired by LHA will be conducting HQS inspections; and

WHEREAS, LHA, in accordance with 24 CFR 982.404(a), has established a reasonable non-refundable fee to owners, if a 3rd re-inspection is required to correct any deficiency cited in previous inspection; and

WHEREAS, the NON-REFUNDABLE FEE, will consist of a \$50.00 administrative cost to schedule a 3rd inspection; **plus, the owner will be charged actual cost charged to LHA by CGI Contractors to re-inspect the unit a 3rd time;** and

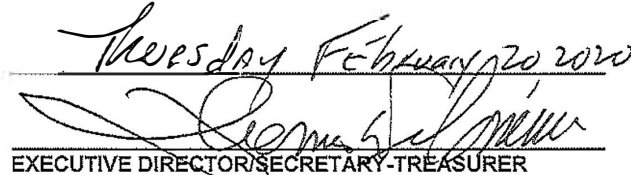
WHEREAS, the NON-REFUNDABLE FEE will be automatically deducted from owner's 1st HAP check, following 2nd re-inspection failure, until unit passes inspection; and

WHEREAS, no retroactive payment will be made to owners for the period the unit is in breach of HQS and the owner shall not pass fee along to the family; and

WHEREAS, fees collected under 24 CFR 982.404 (a) will be included in a PHA's administrative fee reserve and may be used **only** for activities related to the provision of the Section 8 HCV Program.

NOW, THEREFORE, BE IT RESOLVED, the Executive Director is hereby authorized by the Board of Commissioners to implement revised Section X, HQS, of the Housing Choice Voucher Administrative Plan with a non-refundable fee to owners effective July 1, 2020.

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:

Tuesday February 20, 2020

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER