
*Housing Authority of the
City of Vineland*

191 W. Chestnut Ave. – Vineland, NJ 08360



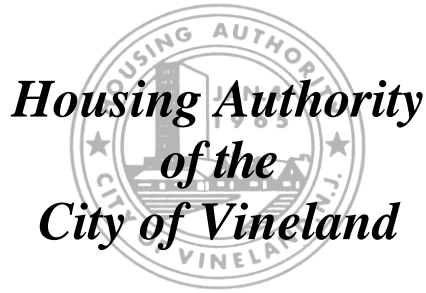
Board of Commissioners'

Meeting

January 18, 2024

6 p.m.

Board of Commissioners
Mario Ruiz-Mesa, Chairman
Chris Chapman
Brian Asselta
Daniel Peretti
Albert Porter
Iris Acosta-Jimenez
Michael Watson, Esquire – Solicitor



Administration Building
191 W. Chestnut Avenue
Vineland, New Jersey 08360

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Jacqueline S. Jones, Executive Director

January 12, 2024

The Board of Commissioners
Housing Authority of the City of Vineland
Vineland, New Jersey 08360

Dear Commissioner:

The Regular Meeting for the Housing Authority of the City of Vineland will be held in person on Thursday, January 18, 2024 at **6:00 p.m.** at the Administrative Building, 191 W. Chestnut Avenue, Vineland, NJ 08360.

The Board may go into executive session to discuss personnel matters and any other housing business that meets the criteria for an executive session. Formal action may be taken.

Sincerely,

Jacqueline S. Jones
Executive Director

JSJ:gp

Enclosures

REVISED

Housing Authority of the City of Vineland

AGENDA

Thursday, January 18, 2024

6:00 p.m.

1. Open Meeting
2. Roll Call
3. Reading of the "Sunshine Law Statement"
4. Approval of Minutes of the Regular Meeting conducted on December 14, 2023
5. Fee Accountant's Report
6. Executive Director's Report
7. Committee Report – Election of Officers
8. Old Business
9. New Business
10. Resolutions:
 - # 2023-63 Monthly Expenses - **Corrected**
 - # 2024-01 Monthly Expenses (**updated**)
 - # 2024-02 Official Newspaper for Business Related Matters and Contracting Purposes
 - # 2024-03 Audit Review Certificate FYE 2022
 - # 2024-04 Approving Change Order #1 for Modernization of the Elevators at Kidston & Olivio Towers
 - # 2024-05 Approving an Electronic Funds Transfer Policy
 - # 2024-06 Authorizing entering into a Contract Agreement with Donovan Architects for A&E Services – Roof Replacement at Tarkiln Acres
 - # 2024-07 Amending Resolution 2023-42 (D'Orazio Terrace – Bldg. #1)
 - # 2024-08 Approving One-Time compensation Bonus Payments to Certain Authority Employees Based on Increase Hours and Responsibilities in Connection with the Authority's Shared Services Agreements, Management Agreements and Housing Assistance Payment Agreements
 - # 2024-09 Authorizing entering into a Contract Agreement with GOGO Security – Replacement of Multi-sensor Cameras at Asselta Acres
 - # 2024-10 Authorization of Petty Cash Fund (Community Outreach)
- Executive Session if required*
11. Comments from the press and/or public (*limited to 5 minutes for each speaker*)
12. Comments from Board Members
- The Board may act upon or discuss any other matters or resolutions deemed necessary to carry out Authority operations or required by law.*
13. Adjournment

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, December 14, 2023
6:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairperson Ruiz-Mesa on Thursday, December 14, 2023, at 6:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	
Commissioner Albert Porter	
Commissioner Iris Acosta-Jimenez	
Chairperson Mario Ruiz-Mesa	

Also, present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Ron Miller, Director of Affordable Housing, Jose Calves, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales Executive Assistant.

Chairperson Ruiz-Mesa read the Sunshine Law.

Chairperson Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on November 16, 2023. A motion was made by Commissioner Porter and seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

New Business: Chairperson Ruiz-Mesa moved the order of the meeting and requested the audit report from Mike Thilker of Bowman and Company.

Mr. Thilker presented the Audit for FYE 2022. He thanked Jackie, Wendy, Ron, and Gloria for their assistance in answering the numerous questions to enable his firm to complete the audit. He began with the Independent Auditor's Report. The Independent Auditor's Report is clean. There is one finding in the audit which will be discussed. Mrs. Jones briefly mentioned the finding was previously discussed with the Board and they have some knowledge of the finding. Yellow Book Report and Single Audit Report were explained. He reviewed and explained the Statements of Net Position, as well as Revenue, Expenses and Changes in Net Position and Statements of Cash Flows for the years ended September 30, 2022 and 2021. Mr. Thilker explained the liability is due to the State of NJ has not paid their portion of the pension plan. There is a liability and/or deficit in the pension plan. He discussed the operating expenses as well as administrative expenses. There was a gain of sale of capital sales which is a one-time number due to the sale of several scattered sites homes. Mr. Thilker briefly discussed footnotes of the audit.

He discussed the finding. Mr. Thilker stated from an internal control standpoint his firm performs testing at the Authority including testing of tenants' files, disbursements as well as cash receipts and had no issues as far as any of the controls for the standard normal transactions. There was a development deal in progress and some of the early expenses that were incurred were not held on the balance sheet for reimbursement. We are required have it has a finding and disclose it to the Board. Mrs. Jones stated this finding was when the Authority was working on the Kidston/Olivio Project. The consultant did not bill the Authority because he wanted to make sure there was enough money to complete the project before he got paid. Going forward the Authority is making sure the consultant's bill on a timely basis to get the expenses on the books.

Mr. Thilker stated this concludes the audit presentation. The Board was also provided with the ending letter of governance as required as per professional standards. No questions from the Board.

Mrs. Jones stated normally there would be a resolution certifying the audit by the Board. The resolution will be presented next month giving the Board Members absent tonight time to review the audit prior to passing the resolution.

Chairperson Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the two months ending November 30, 2023.

Executive Director's Report:

Chairperson Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones stated Ron Miller will update the Board on all the ongoing projects. Ron stated there are no new updates on the Tarkiln Acres roof project. There was a meeting this week regarding the Kidston/Olivio Tower elevator refurbishment regarding a potential change order. This is being reviewed by the elevator expert. This should be presented next month. The elevator equipment is scheduled to be shipped in February, but the Authority was told it is not guaranteed due delays in supply chain issues. The contractor will not begin any work until all the equipment is received, verified, and reconfirmed. They do not want to run into the risk and taking an elevator out of service and run into not having all the proper equipment needed to put it back in service. Each car will be out of service for approximately 3 months. There will be some inconvenience to the tenants, but they will be kept informed. In regard to the Olivio Fire Pump, the performance bond was received and the contract has been signed. Some of the submittals have started and the contractor was advised to priorities the project and get started on what they can while waiting on equipment. There is a lot of underground work to be done and weather permitting, the underground work will probably start early in the new year. The Kidston/Olivio interior plumbing project is still held up with the water treatment systems. It was scheduled the other day but turned the contractor away due to some issues with the installation of the system. A meeting will be scheduled to get these issues worked out.

In regard to the D'Orazio Terrace fire, the Joint Insurance Fund preliminarily approved the claim. They have to go through the final details of the claim and provide the Authority with a full scope of work. The Brooke Group has been brought into the project for assistance with the construction administration due to the scope of the project. Changes will be made to the scope of the job. The architectural scope of the job had to be increased due to damage found to the flooring structure. A further update will be provided next month.

The Authority received notice late today from the City of Vineland that Third Street will be closed for emergency repairs to the bridge. It will affect the entrance of Asselta Acres. The residents will be advised tomorrow. The Authority will verify with the City if the school district was notified d to make sure the parents were informed.

Mrs. Jones provided an update on the scattered site project and the sale of the homes. Several months ago, the Authority received a low score from HUD due to the sale of the homes. This went in our year-end figures and it should have not been included. There are new people on the Authority account at HUD Newark and they are confused. There is an approved plan to dispose of the homes but retain 38 of them. HUD is looking for a more defined plan on how the Authority will manage the remaining 38 homes. Currently, they are considered public housing homes. The Authority will either convert them to RAD or another option would be Section 18 conversion which will still be Section 8 with vouchers attached to these homes. Next year, the Consultant will come to the Board to discuss the 38 homes as well as discuss D’Orazio Terrace. The homes need to be sold to put the funds into D’Orazio or the funds are required to be returned to HUD. The Authority anticipates the homes that are being sold to be sold by June 2024 and the Authority can start working on D’Orazio.

Mrs. Jones confirmed with Ron regarding the Tarklin roof project. The architect is working on specifications and hopefully the bid will be out fairly soon.

Committee Report: Chairperson Ruiz-Mesa stated a Re-Organization Committee will report next month in regard to the election of officers.

Old Business: None.

New Business: None.

With no other discussion in related matters the Vice Chairperson moved to the Resolutions.

Resolution #2023-63
Resolution to Approve Monthly Expenses

Chairperson Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$1,133,467.60. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2023-64
Approve 2024 Meeting Dates

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2023-64. A motion was made by Commissioner Porter; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2023-65
Appoint JIF Fund Commissioner

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2023-65. A motion was made by Commissioner Porter; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2023-66
Appoint Risk Management Consultant

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2023-66. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2023-67
Dispose of Furniture & Equipment Utilizing the Disposition Policy

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2023-67. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2023-68
Designate Public Agency Compliance Officer (P.A.C.O.)

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2023-68. Ron Miller explained that the Division of Local Government Services requires someone to function as a Public Agency Compliance Officer typically revolves around purchasing and most of the time the purchasing agent is the P.A.C.O. If there is a request from the public or the Board for a procurement activity the P.A.C.O. is responsible for the request. Ron explained to the Board of his purchasing certifications. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

There is no need for an Executive Session.

Chairperson Ruiz-Mesa asked for comments from the press, public or any Board Member. No comments.

With no further business to discuss, Chairperson Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:41 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE THREE MONTHS ENDED DECEMBER 31, 2023

	<u>ANNUAL BUDGET</u>	<u>BUDGET THRU DEC</u>	<u>ACTUAL THRU DEC</u>	<u>FROM BUDGET (+OVER/-UNDER)</u>
<u>INCOME</u>				
TENANT RENT	804,440	201,110	190,408	(10,702)
OTHER INCOME MISC.	8,140	2,035	610	(1,425)
PHA OPERATING SUBSIDY	404,810	101,203	114,866	13,664
HUD ASSET REPOSITIONING FEE	29,150	7,288	56,446	49,159
SECTION 8 ADMIN. FEE INCOME	1,092,000	273,000	280,879	7,879
CAPITAL FUNDS	762,740	190,685	0	(190,685)
FSS GRANT-PH	101,820	25,455	25,455	0
CSP-CONGREGATE SERVICES INCOME	83,880	20,970	3,942	(17,028)
INVESTMENT INCOME	1,910	478	5,072	4,595
CF MANAGEMENT FEE	60,170	15,043	0	(15,043)
MGMT FEE-PH	155,160	38,790	33,573	(5,217)
MGMT FEE-SEC 8	138,240	34,560	35,628	1,068
MGMT FEE-MELROSE	10,200	2,550	2,550	0
MGMT FEE-RAD	450,000	112,500	96,250	(16,250)
BOOKKEEPING FEE	13,910	3,478	3,128	(350)
BOOKKEEPING FEE-SEC 8	86,400	21,600	22,267	667
ASSET MGMT FEE	19,680	4,920	4,900	(20)
SHOP RENT	64,800	16,200	16,203	3
INCOME FROM OTHER AUTHORITIES	330,000	82,500	106,900	24,400
SERVICE INCOME FROM MELROSE	55,000	13,750	12,978	(772)
FRAUD RECOVERY	11,840	2,960	690	(2,270)
MISCELLANEOUS INCOME	9,650	2,413	287	(2,126)
TOTAL INCOME	4,693,940	1,173,485	1,013,032	(160,453)
<u>EXPENSES</u>				
ADMINISTRATION:				
ADMINISTRATIVE SALARIES	1,266,000	316,500	257,803	(58,697)
PAYROLL TAXES	111,500	27,875	18,975	(8,900)
HEALTH BENEFITS	360,700	90,175	59,588	(30,587)
PENSION EXPENSE	141,950	35,488	35,383	(105)
CRIMINAL BACKGROUND CHECKS	8,910	2,228	782	(1,446)
TNT/EMPL SCREENING	18,600	4,650	24,246	19,596
LEGAL-GENERAL	29,750	7,438	221	(7,217)
LEGAL-OTHER	6,500	1,625	2,662	1,037
STAFF TRAINING	11,000	2,750	175	(2,575)
TRAVEL	3,750	938	0	(938)
ACCOUNTING	85,000	21,250	21,250	0
AUDITING	50,580	12,645	12,645	0
PORT OUT ADMIN FEES	2,400	600	130	(470)
MANAGEMENT FEES	293,400	73,350	69,201	(4,149)
BOOKKEEPING FEES	100,310	25,078	25,395	318
ASSET MGMT FEES	19,680	4,920	4,900	(20)
CF MANAGEMENT FEES	47,500	11,875	0	(11,875)

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE THREE MONTHS ENDED DECEMBER 31, 2023

	ANNUAL BUDGET	BUDGET THRU DEC	ACTUAL THRU DEC	FROM BUDGET (+OVER/-UNDER)
CONSULTANTS	11,900	2,975	3,000	25
IT CONSULTANTS	46,270	11,568	13,392	1,825
CONSULTANTS-RAD	8,000	2,000	0	(2,000)
RAD CONVERSION EXPENSES	6,000	1,500	0	(1,500)
MEMBERSHIP DUES/FEES	6,800	1,700	308	(1,392)
PUBLICATIONS	1,500	375	0	(375)
ADVERTISING	5,000	1,250	425	(825)
OFFICE SUPPLIES	11,500	2,875	3,349	474
PAPER	4,000	1,000	0	(1,000)
COMPUTER & SOFTWARE EXPENSES	164,410	41,103	33,622	(7,481)
FUEL-ADMIN	3,000	750	0	(750)
TELEPHONE AND CELL	36,100	9,025	8,730	(295)
POSTAGE	9,400	2,350	2,160	(190)
COPIER SUPPLIES	10,900	2,725	941	(1,784)
INSPECTION FEES	13,700	3,425	3,247	(178)
COFFEE SUPPLIES	1,200	300	177	(123)
MISCELLANEOUS EXPENSES	21,160	5,290	8,074	2,784
TOTAL ADMINISTRATION EXPENSES	<u>2,918,370</u>	<u>729,593</u>	<u>610,781</u>	<u>(118,812)</u>
TENANT SERVICES:				
SALARIES-CONGREGATE SERVICES	64,000	16,000	9,124	(6,876)
PAYROLL TAXES	5,640	1,410	668	(742)
BENEFITS	20,000	5,000	0	(5,000)
FSS ESCROWS-PH	6,890	1,723	0	(1,723)
OTHER	19,450	4,863	16,560	11,698
TOTAL TENANT SERVICES	<u>115,980</u>	<u>28,995</u>	<u>26,352</u>	<u>(2,643)</u>
UTILITIES:				
WATER	37,600	9,400	6,393	(3,007)
ELECTRIC	161,530	40,383	29,948	(10,435)
GAS	34,610	8,653	5,607	(3,046)
GARBAGAE/TRASH REMOVAL	19,500	4,875	3,431	(1,444)
SEWER	62,140	15,535	14,108	(1,427)
TOTAL UTILITIES EXPENSE	<u>315,380</u>	<u>78,845</u>	<u>59,487</u>	<u>(19,357)</u>
ORDINARY MAINTENANCE AND OPERATIONS:				
MAINTENANCE LABOR	349,000	87,250	79,690	(7,560)
PAYROLL TAXES	30,580	7,645	5,838	(1,807)
HEALTH BENEFITS	60,140	15,035	10,144	(4,891)
PENSION EXPENSE	37,940	9,485	9,590	105
MAINTENANCE UNIFORMS	2,210	553	910	358
VEHICLE GAS, OIL, GREASE	30,550	7,638	4,017	(3,621)
MATERIALS	116,300	29,075	36,928	7,853
CONTRACT-COSTS	146,080	36,520	43,362	6,842
REPAIRS-VEHICLES	9,780	2,445	2,515	70

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE THREE MONTHS ENDED DECEMBER 31, 2023

	ANNUAL BUDGET	BUDGET THRU DEC	ACTUAL THRU DEC	FROM BUDGET (+OVER/-UNDER)
RENT EXPENSE	18,570	4,643	4,644	2
EXTERMINATION	7,800	1,950	1,849	(101)
TRASH REMOVAL	9,600	2,400	2,326	(74)
TOTAL ORDINARY MAINT. & OPERATIONS EXP.	<u>818,550</u>	<u>204,638</u>	<u>201,813</u>	<u>(2,825)</u>
GENERAL EXPENSES:				
BAD DEBTS	18,900	4,725	4,725	0
COMPENSATED ABSENCES	14,000	3,500	3,500	0
FSS ESCROWS-SEC 8	30,000	7,500	8,302	802
INSURANCE	158,280	39,570	28,765	(10,805)
OTHER GENERAL EXPENSES	1,500	375	375	0
PAYMENTS IN LIEU OF TAXES	53,810	13,453	13,794	342
PORT-IN HAP EXPENSE	500	125	0	(125)
REPLACEMENT RESERVES	95,000	23,750	23,750	0
RETIREE HEALTH BENEFITS	93,520	23,380	20,893	(2,487)
TOTAL GENERAL EXPENSES	<u>465,510</u>	<u>116,378</u>	<u>104,104</u>	<u>(12,274)</u>
TOTAL OPERATING EXPENSES	<u>4,633,790</u>	<u>1,158,448</u>	<u>1,002,537</u>	<u>(155,910)</u>
PROFIT (LOSS) EXCLUDING HAP	<u>60,150</u>	<u>15,038</u>	<u>10,495</u>	<u>(4,544)</u>
HAP REVENUES	7,824,000	1,956,000	1,807,995	(148,005)
HAP EXPENSES	7,794,000	1,948,500	2,142,304	193,804
NET HAP (LOSS)	<u>30,000</u>	<u>7,500</u>	<u>(334,309) *</u>	<u>(341,809)</u>
GRAND TOTAL PROFIT (LOSS)	<u>90,150</u>	<u>22,538</u>	<u>(323,814)</u>	<u>(346,353)</u>
UNRECONCILED HUD HELD RESERVES AT 12/31/23			<u>410,376</u>	
GRAND TOTAL PROFIT (LOSS) AFTER HUD HELD RESERVES			<u>86,562</u>	

Housing Authority of the City of Vineland

Administrative Report

DATE: January 11, 2024

TO: Board of Commissioners, Vineland Housing Authority

FROM: Jacqueline S. Jones, Executive Director

SUBJECT: Monthly Report (Stats for December 2023)

PERIOD: December 8, 2023 to January 11, 2024

Rental Assistance Demonstration (RAD) Conversions - Status

Below is a table with the RAD Conversion Status for each property. Tarkiln Asselta Acres, Parkview Apartments, Kidston Towers and Olivio Towers have been converted to RAD. These properties are no longer considered “Public Housing” and are now known as Project Based Section 8 properties.

Development	CHAP Award Date	RAD Closing Date	RAD Effective Date
Kidston/Olivio	02/13/2018	11/06/2020	12/01/2020
Tarkiln/Asselta	03/25/2015	11/16/2018	12/01/2018
Parkview	03/25/2015	11/16/2018	12/01/2018
Scattered Sites	TBD	TBD	TBD
D’Orazio	12/07/2018	TBD	TBD

Community Room Furniture

The furniture in the Kidston and Olivio community rooms is in the process of being replaced. Authority staff are working with a State Contract vendor for this purchase. This project is on hold pending availability of funds after close-out of the current construction project and the award of the fire-pump project. **The status of this project has not changed as the cost of the fire-pump project has not been determined.**

Renovation Projects

Scope of Work	Work Status	Comments
<p style="text-align: center;">Tarkiln Acres – Roof Replacements</p>	<p style="text-align: center;">In Planning Stage</p>	<p>6/2021 – No Update; 9/2021 – A&E proposals received and under review;</p> <p>12/2023- Project is in the planning stages with the architects;</p> <p><i>1/2024 – The Architect is preparing a proposal for this project; The plan is to move forward in 2024;</i></p>
<p style="text-align: center;">KT/OT – Elevator Refurbishment;</p> <p>6/2021 – Project kickoff meetings scheduled with Architect; 8/2021 – Project scope has been determined, working with Professional Team on design documents;</p> <p>5/2022 update: Receiving bids on 5/17/22 for Modernization & Maintenance of Elevators;</p> <p>4/2023 – With the near completion of the projects at Kidston and Olivio Towers, attention will now move to the refurbishment of the Olivio Towers elevators;</p> <p>05/2023 – The elevator bids are being rejected due to being over-budget. The project is being re-bid. Olivio Towers is planned for a complete modernization including controllers, machine replacement, and cab interiors. Kidston Towers is planned for machine replacement.</p> <p>06/2023 – This project was re-bid with a resolution recommending award included in the board packet;</p>	<p style="text-align: center;">Bid opening on 5/17/22</p> <hr style="width: 20%; margin: auto;"/> <p>07/2023 – Olivio Towers elevators are planned for a complete modernization including controllers, machine replacement, and cab interiors. Kidston Towers elevators are planned for machine replacement. The contract has been awarded and a pre-construction meeting has been scheduled with the Contractor and Professional Team.</p> <p>8/2023 – The elevator contract has been awarded. A pre-construction meeting has been scheduled with the Contractor and Professional Team.</p> <p>9/2023 - Olivio Towers is planned for a complete modernization including controllers, machine replacement, and cab interiors. Kidston Towers is planned for machine replacement. Contract has been awarded and signed, a pre-construction meeting was held with the Contractor and Professional Team. The contractor assumed regular maintenance of the elevators at both buildings as of August 1, 2023, the remainder of the project is currently in the submittals phase. Currently, Olivio Towers elevator car #2 is out-of-service waiting on motor repairs to be completed.</p>	<p>10/2023 - The contractor assumed regular maintenance of the elevators at both buildings as of August 1, 2023, the remainder of the project is currently in the submittals phase. Olivio Towers elevator car #2 has been repaired and is in service. The project remains in the submittals stage.</p> <p>11/2023 - The project continues in the submittals stage. One potential change order has been received and is under review by our professional team for reasonableness.</p> <p>12/2023 - The project team is meeting to discuss the potential change order and overall project status on December 11, 2023, further updates may be available for discussion at the Board Meeting.</p> <p><i>1/2024 – A change order is needed to replace the rear door to one elevator in Kidston Towers along with the sill plate; The equipment for the elevator modernization has not been received.</i></p>

Kidston & Olivio Towers – Renovation Projects

The following renovation projects are part of the improvements as a result of the RAD conversion:

Scope of Work	Work Status	Comments
<p>KT/OT Exterior Renovations (Façade caulking/sealing & selective repointing);</p> <p>KT – New elevator lobby windows; stair tower window replacement;</p> <p>OT – Complete window replacement in units & communal areas; painting of A/C sleeves; replace window unit stools throughout;</p>	<p>Contract Award Expected April 2021</p>	<p>5/2021 – Resolution to Reject Bids; Bids are Over Budget; Re-bidding project under consideration;</p> <p>6/2021 – No Update;</p> <p>7/2021 – No Update;</p> <p>9/2021- No Update;</p> <p>10/2021 – Contract Award recommendation via resolution for October meeting;</p> <p>11/2021 Update: Contract was awarded in October to Gary F. Gardener, Inc.: Project meetings have begun;</p> <p>12/2021 Update: Project construction to begin first quarter of 2022;</p> <p>1/2022 Update: Window submittals have been approved; Construction meetings continue;</p> <p>2/2022 Update: Window submittals have been approved; Construction meetings continue; Supply chain issues are anticipated for receipt of windows;</p> <p>3/2022 Update: Change Order #1 is on the agenda to repair mortar & brick cracks at units 10A & 9A;</p> <p>4/2022 Update: All window materials has been ordered; Possible June delivery for window materials; Mortar repair will be completed along with window replacement project;</p> <p>5/2022 Update – same status as 4/2022;</p> <p>6/2022 Update: Same as 5/2022;</p> <p>7/2022 Update: Same as 6/2022;</p> <p>8/2022 Update: The windows for have been received; waiting on additional materials before the work will begin;</p> <p>9/2022 Update: The work on this project has begun;</p> <p><u>10/2022 Update Detail:</u></p> <ol style="list-style-type: none"> 1. A\C sleeves – this includes painting and new grills - 100% completed. 2. the front canopy re-facing remains – not started yet. 3. new domestic water pump replacement remains – not started yet. 4. new OSY valve replacement remains – not started yet. 5. new public restrooms – 50% completed. 6. new kitchenette – not started yet. 7. water filtration system - not started yet.

Kidston & Olivio Towers – Renovation Projects

The following renovation projects are part of the improvements as a result of the RAD conversion:

Scope of Work	Work Status	Comments
<p>KT/OT Exterior Renovations (Façade caulking/sealing & selective repointing);</p> <p>KT – New elevator lobby windows; stair tower window replacement;</p> <p>OT – Complete window replacement in units & communal areas; painting of A/C sleeves; replace window unit stools throughout;</p> <p><u>11/2022 Update Detail:</u></p> <ol style="list-style-type: none"> 1. A\C sleeves – this includes painting and new grills - 100% completed . 2. The front canopy re-facing remains – not started yet. 3. new domestic water pump replacement remains – not started yet. 4. new OSY valve replacement remains – not started yet. 5. new public restrooms – 50% complete. 6. new kitchenette – to be removed from project. 7. water filtration system - not started yet. 8. Kidston Towers – Waiting on window delivery for elevator lobby windows. 9. Olivio Towers – Waiting on letters for portico. <p><u>12/2022 Update Detail:</u></p> <ol style="list-style-type: none"> 1. A\C sleeves – this includes painting and new grills - 100% completed. 2. The front canopy re-facing remains – Final submittal received and approved; work not yet started; 3. new domestic water pump replacement remains – Scheduled to begin 2/7/2023; 4. new OSY valve replacement remains – Scheduled to begin 2/7/2023; 5. new public restrooms – Kidston to be complete week of 12/19/22; Olivio to be complete week of 1/9/23; 6. new kitchenette – removed from scope of project; 7. water filtration system - not started yet. Olivio scheduled to begin 2/14/23; Kidston scheduled to begin 1/19/23; 8. Kidston Towers – Windows have been received, pending date from installer; <p>Olivio Towers – Final submittal received and rejected; waiting for re-submission; lettering needs to be fabricated and then installed;</p>	<p>Contract Award Expected April 2021</p>	<p style="text-align: center;">Continued from above:</p> <p style="text-align: center;"><u>1/2023 Update Detail:</u></p> <ol style="list-style-type: none"> 1. Olivio Towers - front canopy– Letters have been received; work not yet started; 2. New domestic water pump replacement remains – Scheduled to begin 2/7/2023; 3. New OSY valve replacement remains – Scheduled to begin 2/7/2023; 4. New public restrooms – Kidston complete; Olivio to be complete week of 1/16/23; 5. Water filtration system - not started yet. Olivio scheduled to begin 2/14/23; Kidston scheduled to begin 1/19/23; 6. Kidston Towers – Windows have been received; Installation to be complete week of 1/11/23; 7. Olivio Towers – Final submittal received and rejected; waiting for re-submission; lettering needs to be fabricated and then installed; <p style="text-align: center;"><u>2/2023 Update Detail:</u></p> <ol style="list-style-type: none"> 1. Olivio Towers - front canopy– Letters have been installed; complete; 2. New domestic water pump replacement remains – Scheduled to begin 2/7/2023; this project is in process; 3. New OSY valve replacement remains – Scheduled to begin 2/7/2023; this project is in process. 4. New public restrooms – Kidston complete; Olivio to be complete in February; 5. Water filtration system - not started yet. Olivio scheduled to begin 2/14/23; Kidston scheduled to begin 1/19/23; This project is in process; 6. Kidston Towers – Windows have been received; Installation is complete; <p><u>3/2023 Update Detail:</u> This project is complete with the close-out process progressing;</p> <p><u>5/2023 Update Detail:</u> This project is complete with the close-out process progressing;</p> <p><u>6/2023 Update Detail:</u> This project is complete with the close-out process progressing;</p> <p><u>9/2023 Update Detail:</u> This project is complete with the close-out process progressing;</p> <p><u>10/2023 Update Detail:</u> This project is complete with the close-out process progressing;</p> <p><i><u>1/2024 Update: The Certificate of Completion on this project has been processed.</u></i></p>

Kidston & Olivio Towers – Renovation Projects - Active

Scope of Work	Work Status	Comments
<p>KT – Interior Plumbing Renovations (Replacement of plumbing stacks; domestic water filtration system; new fire-rated access panels; complete unit bathroom replacements; accessibility upgrades communal area restrooms; domestic water filtration system; domestic water pump; Accessibility upgrades to communal area restrooms;</p>	<p>July-August 2021 Award Anticipated</p>	<p>Pre-bid meeting was held on site May 11, 2021, with potential contractors; 6/2021 - Bids Received on June 10, 2021 – under review; Resolution to Reject Bids; Bids are Over Budget; 7/2021- Re-bidding project; Bids are due July 15, 2021, a recommendation will be made after the bid opening; 7/2021 – Contract Awarded; 8/2021 – Kick-off meeting held with contractor; 9/2021 – Currently in submittals process with Professional Team; 10/2021 – Submittals in process; 11/2021 Update: Construction to begin in November; 12/2021 Update: Project construction to begin first quarter of 2022; 01/2022 Update: Preliminary work has begun on plumbing work; “Hotel” units are being refurbished and staged with furniture; 2/2022 Update: Some unknown issues have been uncovered as preliminary work has begun; Change orders are being reviewed prior to presenting to the Board for approval; 3/2022 Update: Change Order #4 is included on the Agenda for Code Official requested straps & supports for wiring in first floor drop ceiling; eliminate an unneeded wiring; black off any junction boxes without covers; G & H risers are almost complete; these will become the “hotel units” for temporary relocation; work on the next two risers is expected to begin in early April; 4/2022 Update: Change Order #4 is included on the Agenda for Code Official requested straps; G & H risers are complete, and work continues on E & F risers; Residents are temporarily relocating to G & H; 5/2022 Update: Work on E & F risers is in process; it is expected the work will be completed in four weeks & residents can return to their units;</p>

Kidston & Olivio Towers – Renovation Projects – Active

Scope of Work	Work Status	Comments
<p style="text-align: center;">KT – Interior Plumbing Renovations (Replacement of plumbing stacks; domestic water filtration system; new fire-rated access panels; complete unit bathroom replacements; accessibility upgrades communal area restrooms; domestic water filtration system; domestic water pump; Accessibility upgrades to communal area restrooms;</p> <hr/> <p>12/2022 Update: B riser is complete; I riser is in process and is the last riser to be repaired; targeted completion date for all risers is January 2023; the main supply line replacements to be done with water service interruption expected throughout the project at certain intervals;</p> <p>1/2023 Update: I riser is in process and is the last riser to be repaired; targeted completion date for all risers is January 2023; the main supply line replacements to be done with water service interruption expected through-out the project at certain intervals;</p> <p>2/2023 Update: All risers are complete; All residents have moved back into their units; The occupancy staff is in the process of leasing the two vacant risers;</p> <p>3/2023 Update: This plumbing project is complete with the exception of the items listed above on Page 4;</p> <p>4/2023 Update:</p> <ul style="list-style-type: none"> - New domestic water pump replacement – Complete; - Kidston mechanical room piping replacement – Complete; - Water filtration system - Olivio is complete; Kidston – parts are backordered; 		<p>5/2023 Update: Water filtration system - Kidston – parts are backordered; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning. Kidston/Olivio fire pump replacement is out for public bid; bids due June 1, 2023; 6/2023 Update: No status change; 7/2023 Update: No status change;</p> <p>8/2023 Update: Water filtration system - Kidston – parts are backordered; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning. Kidston/Olivio fire pump replacement initial bid was rejected; Project is out for public bid again;</p> <p>9/2023 Update: - Water filtration system - Kidston – parts are backordered; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning. Final punch list work is in process and expected to be completed by the end of September. The team is evaluating the installation of the water treatment systems for both buildings and will be making the necessary changes, Kidston Towers water treatment system has not yet been installed.</p> <p>10/2023 Update: - No update;</p> <p>11/2023 Update: - Water filtration system – systems in both buildings are now installed; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning. Final punch list work is in process and expected to be completed by the end of October. The team is evaluating the installation of the water treatment systems to ensure it is functioning properly.</p> <p><i>12/2023 Update – Close-out process in motion; The water treatment system installation has been delayed; the system must be configured by the manufacturer, but the system was shipped without being configured; the system is being sent back to the manufacturer for configuration;</i></p>

Kidston/Olivio Towers – Fire Pump Replacement

9/2023 - Fire Pump Replacement

Project was bid on two occasions –

Round #1 – No Bids Received on June 1, 2023

Round #2 – 1 bid received on June 21, 2023

Negotiated Contract – the project team met with the sole bidder in an attempt to negotiate a contract. A follow-up meeting with the contractor has been scheduled for the end of August to review their new proposed pricing structure along with any possible value engineering cost savings. Negotiations are ongoing, our team began working with additional vendors to obtain more competitive pricing on this project.

10/2023 Update: Negotiated Contract – The project team negotiated with three (3) vendors and received best and final pricing; a recommendation for award is being presented on the Agenda for the October board meeting.

11/2023 Update: Negotiated Contract – Pending final contract completion.

12/2023 - Final contract has been received from the Contractor. The Team met to discuss the project, expectations were defined, and submittals are expected to be received for review. The Vineland Fire Department was made aware of the contract being awarded.

Scattered Site Disposition – Status

- The Scattered Site program was approved for disposition by HUD.
- Several homes have been listed for sale. The below chart summarizes the status of the 72 homes;
- Due to market conditions, many residents have been unable to obtain rental housing using their Housing Choice Voucher; this is due to the low or no availability of rental housing.
- The board was presented with a concept at the September 2022 meeting of the Authority retaining approximately 35 of the 72 homes. The 35 homes could be converted to the Rental Assistance Demonstration (RAD) program while receiving a higher fair market rent. The Authority staff and consultant are working on a presentation for the board to consider, which will change the status of 35 homes from “disposition” to RAD conversion;
- A conference call was held in November 2022 with the HUD Special Applications Center (SAC) staff to discuss the concept of converting some of the Scattered Site homes to a RAD project. The SAC staff gave an initial “ok” to move forward with the plan; Some additional work on the project is needed prior to presenting the plan to the board for approval;
- The Authority staff and consultant are working on a plan to move residents from the houses that are to be sold into houses that are being kept; The financial plan for the program as well as the steps needed to complete this program are being formulated and will be presented to the board at the February meeting;
- Staff continues to work with residents to move them from houses that are going to be sold to homes that are not going to be sold;
- *Staff continue to work with residents to move them from houses that are going to be sold to homes that are not going to be sold; homes are in the process of being vacated and appraised. Listings are active on several units. Please see the below chart for status details;*

**SCATTERED SITE HOMES
STATUS SUMMARY**

<i>Date</i>	<i>Homes</i>	<i>Status</i>	<i>Total Homes</i>
			38 Keeping
<i>May 4, 2022</i>	<i>4209 Marilyn Avenue</i>	SOLD	-1
<i>May 11, 2022</i>	<i>1441 Nylund Drive</i>	SOLD	-1
<i>May 13, 2022</i>	<i>612 Oxford Street</i>	SOLD	-1
<i>June 28, 2022</i>	<i>1137 East Elmer Rd</i>	SOLD	-1
<i>Sept 8, 2022</i>	<i>1409 Brown Road</i>	SOLD	-1
<i>Sept 30, 2022</i>	<i>864 Columbia Avenue</i>	SOLD	-1
<i>Nov 16, 2022</i>	<i>1745 Jackson Drive</i>	SOLD	-1
<i>Dec 12, 2022</i>	<i>4331 Robert Drive</i>	SOLD	-1
<i>Total</i>	<i>(8 Sold)</i>		26 Remaining
<i>Aug-Sept 2023</i>	<i>760 N. Mill Rd</i>	SOLD – 12/1/23	-1
<i>Oct 31, 2023</i>	<i>1091 N. Mill Rd</i>	SOLD	-1
<i>Aug-Sept 2023</i>	<i>1290 Old Lake Rd</i>	SOLD – 12/29/23	-1
<i>Aug-Sept 2023</i>	<i>1479 Brown Rd</i>	K SIGNED 12/21/23/Title/HUD	-1
<i>Sept 2023</i>	<i>930 Charles St</i>	K Signed 12/06/23/HUD/Have DOT	-1
<i>October 2023</i>	<i>30 Avon Place</i>	K Signed 12/11/23/Deed/HUD	-1
<i>Sept-Oct 2023</i>	<i>5578 High Ridge Rd</i>	K Signed 11/20/23/Title/HUD	-1
<i>November 2023</i>	<i>2174 Sunset Ave</i>	Listed for Sale (1/5/24) Vineland Realty	-1
<i>November 2023</i>	<i>5599 Lodge Place</i>	K Signed 12/27/23	-1
<i>November 2023</i>	<i>3188 Hance Bridge Rd</i>	Listed for Sale (1/5/24) Vineland Realty	-1
<i>November 2023</i>	<i>5633 High Ridge Rd</i>	In process for listing	-1
<i>November 2023</i>	<i>2961 Athens Way</i>	Listed for Sale 1/4/24 -Exit Realty	-1
	<i>4630 Bernard Rd</i>	Vacated 12/29/23	-1
	<i>4509 Noel Drive</i>	Vacating 1/12/24	-1
	<i>1306 Brown Rd</i>	90-day notice to tenant?	-1
	<i>2149 Berkley Dr</i>	90-day notice to tenant?	-1
	<i>4486 Robin Road</i>	90-day notice to tenant?	-1
	<i>721 S. Valley Ave</i>	Moving by 1/31/24	-1
<i>Total</i>			8 Remaining

D’Orazio Terrace – Redevelopment

The board discussion regarding the D’Orazio Terrace will continue. The Scattered Site homes must be sold prior to the redevelopment of D’Orazio Terrace; the proceeds from the sale of the Scattered Site homes will be used in the D’Orazio Terrace redevelopment, but the sales must occur prior to redevelopment, or the Authority must return the Scattered Site sales proceeds to HUD.

Update: The Contract to enter into a Housing Assistance Payment (CHAP) the Authority currently has with HUD may need to be rescinded as the funds from the scattered site sales are needed to move forward with this project as stipulated above. A new CHAP may be permitted to be issued in the future. Waiting for confirmation from HUD before moving forward.

September 2022 Update: The CHAP for D’Orazio Terrace has been withdrawn by the Authority as more time is needed to develop the required financial plan;

September 2023 Update: Staff continue to work with the JIF assigned insurance adjuster and contractor to finalize a scope of work (SOW) for the fire that occurred in Building #1 in January of 2023. The tenants in Building #1 have been relocated to other VHA properties due to the extensive nature of work needed in their units. Due to time constraints, a new architect is being utilized, Pederson Architects of Vineland will be assisting with this project. Limited demolition of affected areas has begun, the professional team will be evaluating and making recommendations on the repairs needed. We continue to work with our partners to obtain pricing on a complete rehab of building #1. We anticipate presenting options for Board consideration.

October 2023 Update: Board approved work on ten (10) units per Resolution. Limited demolition of the affected area has been completed. A scheduled of values is being finalized with All-Risk and the project Team met on site with the insurance company on October 11, 2023. Design documents remain in progress and under review.

November 2023 Update: Board approved work on ten (10) units per Resolution. Limited demolition of the affected area has been completed. We continue to work with our partners to obtain pricing on a complete rehab of building #1, we anticipate presenting options for Board consideration. Work has started at the building, a final scope is being developed in conjunction with the adjuster for presentation at the December JIF meeting.

December 2023 Update: Additional scope of work is required to rehab building #1; Additional investigation into perc rates and water tables are in process to determine best solutions; A verbal update will be given at the board meeting;

Melrose Court

The property has one vacancy. The waiting list is strong with applicants. The property is financially strong.

Board of Commissioners NJ Local Housing Authority Training Program Status

Commissioner	Training Program Status
Brian Asselta	Completed with Certificate
Chris Chapman	Completed with Certificate
Mario Ruiz-Mesa	Completed with Certificate
Daniel J. Peretti, Jr.	Completed with Certificate
Albert D. Porter	Classes are complete; Awaiting Certificate;
Iris Acosta-Jimenez	Completed with Certificate
Vacant	

Program Statistics Report

10/2023 - 10/2024

Dec2023

Nov2023

Oct2023

Tenant Accounts Receivable			
Number of "non-payment of rent" cases referred to the solicitor	0	4	0
Unit Inspections			
Total number of units to be inspected in fiscal year	600	600	600
Number of inspections actually completed this month - all sites	3	8	7
Total number of units inspected year-to-date - all sites	197	194	186
City Inspections	18	0	179
Occupancy			
Monthly Unit Turnaround Time (Avg) (Down, Prep & Leasup Time)	204	95	199
Annual Unit Turnaround Time (For Fiscal Year)	166	147	199
Monthly - Number of Vacancies Filled (this month)	3	2	3
Monthly - Average unit turnaround time in days for Lease Up	36	9	57
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	149	55	36
PIC Score	98.52	98.52	98.52
Occupancy Rate (excludes Kidston rehab units and Scattered Sites)	97.50%	97.17%	97.50%
Public Housing & RAD Waiting List Applicants			
Families - 3,4,5,6 bedroom lists open 11/8/23-12/6/23	372	332	318
Elderly (Seniors - 62+)/Disabled - 0 & 1 bedroom lists open 11/8/23-12/6/23	192	136	96
Section 8			
Average work order turnaround time in days - Tenant Generated	0.09	0.10	0.10
Number of routine work orders written this month	459	491	783
Number of outstanding work orders from previous month	1536	1542	1498
Total number of work orders to be addressed this month	1995	2033	2281
Total number of work orders completed this month	463	497	739
Total number of work orders left outstanding	1532	1536	1542
Number of emergency work orders written this month	3	2	0
Total number of work orders written year-to-date	1,733	1,274	783
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	2	8	4
Section 8			
Level of leased units of previous month was:	1002	979	968
Level of leased units this month is:	1003	1002	979
Number of increased leased-units over last month	1	23	11
Total number of units inspected this month	25	37	29
Programs (Voucher):			
ABA Utilization %	103.75%	154.60%	110.67%
Repayment Agreements	29	29	29
Total repayments due YTD	\$87,129.00	\$87,129.00	\$87,129.00
Total repayments received YTD	\$1,584.00	\$1,584.00	\$1,584.00
PIC Score (Oakview added 10/13)	99.49	99.90%	99.59%
Section 8 Housing Choice Voucher Waiting List Applicants - CLOSED	1840	1850	1862
Section 8 Project Based Waiting List Applicants- Oakview - OPEN (all br sizes)	298	327	287
Section 8 Project Based Waiting List Applicants- Buena HA - CLOSED	161	161	161
Section 8 - Percentage Housed Based on Income Limit - ELI vs VLI/LI	88%/12%	86%/14%	92%/8%
Department of Social Services - FSS			
Family Self-Sufficiency - Public Housing and Section 8 Voucher Combined			
The number of residents that received "outreach" information about FSS	4	9	10
The number of residents signed on to the program. (FSS Contracts).	19	19	15
The number of FSS Participants with established escrow accounts.	14	14	16
Number of residents in need of employment skills (GED, DL, Job Training.)	3	3	3
The number of meetings, workshops and case management services	8	4	2
Congregate Services			

Program Statistics Report

10/2023 - 10/2024

Dec2023

Nov2023

Oct2023

Number of clients on the Congregate Program	30	23	23
Number of clients on Meal Program	0	0	0
Number of clients on Homemaking Program	12	19	19
Number of clients on Laundry Services (This service is included in housekeeping)	14	6	16
Number of clients on Shopping Services (This service is included in housekeeping)	4	6	6
Registered Nurse			
Number of clients served this month	132	87	141
Blood Pressure Clinics (clinics) # of residents attending	0	0	0
Health Assessments/re-assessments	11	3	6
Meds Supervision	22	17	32
VHA - (FAMILY SW)			
Number of Residents on ROSS (Family)	100	40	40
Number of residents that received case management services	12	4	11
Number of Meetings	0	4	10
Number of residents enrolled in academic/employment workshops (FSS)	3	3	2
VHA - (MEDICAL)			
Number of residents received health assessment	11	3	6
Number of residents health activities of daily living assessments.	11	3	6
Resident's medicine monitoring/supervision for month	22	17	32
Self-sufficiency - improved living conditions.	11	3	6
Community Development Block Grant Program			
Clients Served			
Number of new clients served	0	0	0
Number of ongoing clients	64	64	64
Total clients currently being served this month	100	40	64
Income			
Median Family Income (MFI)	0	0	0
Moderate 80%-51% (MFI)	22%	22%	22%
Low 50%-31% (MFI)	28%	28%	28%
Very Low 30%-0% (MFI)	50%	50%	50%
Total			100%
Client Demographics			
White	6	6	6
Black	6	6	6
American Indian	0	0	0
Asian	0	0	0
Other	0	0	0
Hispanic	48	48	48
Non-Hispanic	16	16	16

Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey

RESOLUTION #2024-01

A Resolution Approving Regular Monthly Expenses

WHEREAS, the Housing Authority of the City of Vineland incurred various financial obligations since the last meeting; and it is the desire of the Commissioners of said Authority to have their obligations kept current; and,

WHEREAS, prior to the Board meeting, a member of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment of the expenses on the Check List in the amount of \$2,233,658.53.

NOW, THEREFORE, BE IT RESOLVED that the Secretary-Treasurer be and is hereby authorized to pay the monthly bills that are presented to the Board of Commissioners for consideration on this date.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asse Itta*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

HOUSING AUTHORITY OF THE CITY OF VINELAND
 BOARD MEETING
 LIST OF CHECKS
 1/18/24

<u>CHECK NO.</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
	SECTION 8 HAP PROGRAM	\$ 782,484.00
4097 - 4144	LANDLORD/TENANT CHECKS AND OTHER	\$ 20,068.00
20856 - 21053; 500042-500045	DIRECT DEPOSITS-LANDLORDS HAPS	\$ 762,416.00
	SECTION 8 ADM FEE ACCOUNT	1,035.52
734 - 736	COMPUTER CHECKS- Ocean First	\$1,035.52
	COMPUTER CHECKS- BB&T	\$0.00
	SECTION 8 NEW HOMEOWNERSHIP	0.00
	COMPUTER CHECKS	\$0.00
	NEW HOMEOWNERSHIP INVESTMENTS	0.00
	COMPUTER CHECKS- Ocean First	\$0.00
	COMPUTER CHECKS- BB&T	\$0.00
	OCEAN FIRST BANK PH SECURITY DEPOSIT	0.00
	COMPUTER CHECKS	\$0.00
	OCEAN FIRST BANK FSS ESCROW	0.00
	COMPUTER CHECKS	\$0.00
	CAPITAL BANK GEN/FUND PH	490,216.77
2576, 576613, 20233630264-65, 20240080015	COMPUTER CHECKS	
	COCC CASH ACCOUNT	700,707.28
12650 - 12740; 131831, 1343905, 1343913, 12292023, 2023122701, 20233630229, 20240030172 & 710212222023	COMPUTER CHECKS	
	COCC EXPENDITURES	
	PAYROLL	12/15/23 - 1/6/24 217,122.84
	PAYROLL TAX LIABILITY	12/15/23 - 1/6/24 42,092.12
	TOTAL	\$ 2,233,658.53

Payment Summary

Bank=sec8hap AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total Date
			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	4097	Oinvfai - INVESTMENT GROUP LLC	1/1/2024	01-2024	2,930.00
sec8hap - Section 8 HAP	4098	Oosccos8 - OSCEOLA COUNTY HOUSING	1/1/2024	01-2024	3,768.00
sec8hap - Section 8 HAP	4099	Oplacam - PHILLIP BLACK & KATHLEE BLACK IRA	1/1/2024	01-2024	3,740.00
sec8hap - Section 8 HAP	4100	t0000066 - CORTES	1/1/2024	01-2024	36.00
sec8hap - Section 8 HAP	4101	t0000613 - ALEJANDRO	1/1/2024	01-2024	79.00
sec8hap - Section 8 HAP	4102	t0001053 - MEDINA	1/1/2024	01-2024	93.00
sec8hap - Section 8 HAP	4103	t0002922 - LANE	1/1/2024	01-2024	37.00
sec8hap - Section 8 HAP	4104	t0003357 - KENNEDY	1/1/2024	01-2024	81.00
sec8hap - Section 8 HAP	4105	t0003914 - CHEESMAN	1/1/2024	01-2024	56.00
sec8hap - Section 8 HAP	4106	t0004557 - RAMOS	1/1/2024	01-2024	39.00
sec8hap - Section 8 HAP	4107	t0004846 - ROTHMALLER	1/1/2024	01-2024	101.00
sec8hap - Section 8 HAP	4108	t0005188 - MELENDEZ	1/1/2024	01-2024	45.00
sec8hap - Section 8 HAP	4109	t0005231 - REDFERN	1/1/2024	01-2024	81.00
sec8hap - Section 8 HAP	4110	t0005288 - ROSADO	1/1/2024	01-2024	8.00
sec8hap - Section 8 HAP	4111	t0005455 - CESARIO	1/1/2024	01-2024	152.00
sec8hap - Section 8 HAP	4112	t0005571 - CARABALLO	1/1/2024	01-2024	22.00
sec8hap - Section 8 HAP	4113	t0005666 - BALDWIN	1/1/2024	01-2024	182.00
sec8hap - Section 8 HAP	4114	t0005731 - HAROLD	1/1/2024	01-2024	89.00
sec8hap - Section 8 HAP	4115	t0006704 - ORTIZ- RAMOS	1/1/2024	01-2024	37.00
sec8hap - Section 8 HAP	4116	t0006766 - MOSS	1/1/2024	01-2024	188.00
sec8hap - Section 8 HAP	4117	t0007057 - DESAI	1/1/2024	01-2024	63.00
sec8hap - Section 8 HAP	4118	t0008495 - CASTRO	1/1/2024	01-2024	20.00
sec8hap - Section 8 HAP	4119	t0008517 - LUGO	1/1/2024	01-2024	4.00
sec8hap - Section 8 HAP	4120	t0008553 - CARLO	1/1/2024	01-2024	141.00
sec8hap - Section 8 HAP	4121	t0010164 - RIVERA MARTINEZ	1/1/2024	01-2024	48.00
sec8hap - Section 8 HAP	4122	t0010166 - ORTIZ	1/1/2024	01-2024	195.00
sec8hap - Section 8 HAP	4123	t0012267 - ACKLEY	1/1/2024	01-2024	18.00
sec8hap - Section 8 HAP	4124	t0012269 - PEYTON	1/1/2024	01-2024	64.00
sec8hap - Section 8 HAP	4125	t0012292 - ROSARIO	1/1/2024	01-2024	73.00
sec8hap - Section 8 HAP	4126	t0013692 - Rodriguez	1/1/2024	01-2024	55.00
sec8hap - Section 8 HAP	4127	t0013746 - Rodriguez	1/1/2024	01-2024	159.00
sec8hap - Section 8 HAP	4128	t0013888 - Scarbrough	1/1/2024	01-2024	112.00
sec8hap - Section 8 HAP	4129	t0013890 - BASS-TORRES	1/1/2024	01-2024	73.00
sec8hap - Section 8 HAP	4130	t0013930 - Quinones	1/1/2024	01-2024	41.00
sec8hap - Section 8 HAP	4131	t0014022 - Bonano	1/1/2024	01-2024	30.00
sec8hap - Section 8 HAP	4132	t0014378 - HAND	1/1/2024	01-2024	8.00
sec8hap - Section 8 HAP	4133	t0014546 - Heggs	1/1/2024	01-2024	20.00
sec8hap - Section 8 HAP	4134	t0014727 - Rodriguez	1/1/2024	01-2024	197.00
sec8hap - Section 8 HAP	4135	t0014786 - Rivera Viruet	1/1/2024	01-2024	75.00
sec8hap - Section 8 HAP	4136	t0015043 - POWELL	1/1/2024	01-2024	137.00
sec8hap - Section 8 HAP	4137	t0015625 - MACIN	1/1/2024	01-2024	67.00
sec8hap - Section 8 HAP	4138	t0015636 - WILSON	1/1/2024	01-2024	36.00
sec8hap - Section 8 HAP	4139	t0015857 - PAYNE	1/1/2024	01-2024	41.00
sec8hap - Section 8 HAP	4140	t0015908 - BEARDSLEY	1/1/2024	01-2024	119.00
sec8hap - Section 8 HAP	4141	t0015929 - ALICEA	1/1/2024	01-2024	79.00
sec8hap - Section 8 HAP	4142	t0018082 - JORDAN	1/1/2024	01-2024	90.00

Payment Summary

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Bank	Check#	Vendor	Check	Post	Total Data
			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	4143	vf1093 - ORANGE COUNTY HOUSING & C D	1/1/2024	01-2024	1,511.00
sec8hap - Section 8 HAP	4144	0housin - VINELAND HOUSING AUTHORITY	1/12/2024	01-2024	4,828.00
sec8hap - Section 8 HAP	20856	0537grap - 529-537 GRAPE STREET,LLC	1/3/2024	01-2024	300.00
sec8hap - Section 8 HAP	20857	0acojor - ACOSTA	1/3/2024	01-2024	1,928.00
sec8hap - Section 8 HAP	20858	0ahcpv - AFFORDABLE HOUSING CORPORATION	1/3/2024	01-2024	14,576.00
sec8hap - Section 8 HAP	20859	0ahctaaa - AFFORDABLE HOUSING CORPORATION	1/3/2024	01-2024	89,761.00
sec8hap - Section 8 HAP	20860	0ahcvktot - AFFORDABLE HOUSING CORP OF VINELAND	1/3/2024	01-2024	75,845.00
sec8hap - Section 8 HAP	20861	0albreb - REBECCA C THOMPSON-ALBERT	1/3/2024	01-2024	301.00
sec8hap - Section 8 HAP	20862	0aljess - ALJESS LLC	1/3/2024	01-2024	641.00
sec8hap - Section 8 HAP	20863	0andcar - ANDUJAR	1/3/2024	01-2024	555.00
sec8hap - Section 8 HAP	20864	0andjon - JONATHAN ANDREOZZI	1/3/2024	01-2024	1,921.00
sec8hap - Section 8 HAP	20865	0andron - RONALD ANDRO	1/3/2024	01-2024	161.00
sec8hap - Section 8 HAP	20866	0aparab - AB APARTMENTS LLC	1/3/2024	01-2024	3,098.00
sec8hap - Section 8 HAP	20867	0arbors - ROSEMAR PROPERTIES III LLC/THE ARBORS	1/3/2024	01-2024	5,863.00
sec8hap - Section 8 HAP	20868	0assind - INDEPENDENCE ASSOCIATES LLC	1/3/2024	01-2024	874.00
sec8hap - Section 8 HAP	20869	0asslop - LOPEZ & ASSOCIATES LLC	1/3/2024	01-2024	851.00
sec8hap - Section 8 HAP	20870	0augdav - DAVID AUGUSTINE	1/3/2024	01-2024	2,939.00
sec8hap - Section 8 HAP	20871	0behhar - BEHRENS	1/3/2024	01-2024	350.00
sec8hap - Section 8 HAP	20872	0beredw - EDWIN C & SAVALYN BERGAMO	1/3/2024	01-2024	221.00
sec8hap - Section 8 HAP	20873	0berksh - ROSEMAR PROPERTIES IV LLC / CAMELOT AP	1/3/2024	01-2024	3,915.00
sec8hap - Section 8 HAP	20874	0betalp - ALPHA BETA CAMDEN LLC	1/3/2024	01-2024	1,305.00
sec8hap - Section 8 HAP	20875	0bretow - BRENTWOOD TOWERS HOLDINGS, LLC	1/3/2024	01-2024	945.00
sec8hap - Section 8 HAP	20876	0brewst - BREWSTER GARDEN APARTMENTS LLC	1/3/2024	01-2024	982.00
sec8hap - Section 8 HAP	20877	0buebor - BOROUGH OF BUENA HOUSING AUTHORITY	1/3/2024	01-2024	16,719.00
sec8hap - Section 8 HAP	20878	0bususa - USA BUSY BEE INC	1/3/2024	01-2024	930.00
sec8hap - Section 8 HAP	20879	0cackim - KIMBERLY A CACCHIOLI	1/3/2024	01-2024	1,137.00
sec8hap - Section 8 HAP	20880	0camnil - NILZA R CAMACHO	1/3/2024	01-2024	1,044.00
sec8hap - Section 8 HAP	20881	0carjos - CARVALHO	1/3/2024	01-2024	702.00
sec8hap - Section 8 HAP	20882	0carmar - SIMOES	1/3/2024	01-2024	769.00
sec8hap - Section 8 HAP	20883	0casros - CASTILLO	1/3/2024	01-2024	637.00
sec8hap - Section 8 HAP	20884	0cbrenta - C & B RENTALS	1/3/2024	01-2024	838.00
sec8hap - Section 8 HAP	20885	0cdgard - CD GARDENS INC.	1/3/2024	01-2024	6,363.00
sec8hap - Section 8 HAP	20886	0chajos - JOSEPH T CHAMBERS	1/3/2024	01-2024	950.00
sec8hap - Section 8 HAP	20887	0cheshol - CHESTNUT SQUARE HOLDINGS LLC	1/3/2024	01-2024	4,753.00
sec8hap - Section 8 HAP	20888	0chuoks - OKSANA CHUMAK	1/3/2024	01-2024	1,525.00
sec8hap - Section 8 HAP	20889	0comfar - ESTATE	1/3/2024	01-2024	1,003.00
sec8hap - Section 8 HAP	20890	0conpat - PATRIOT CONSTRUCTION SERVICES LLC	1/3/2024	01-2024	1,490.00
sec8hap - Section 8 HAP	20891	0corjua - CORTES	1/3/2024	01-2024	3,815.00
sec8hap - Section 8 HAP	20892	0crofre - FBF ASSOCIATES INC	1/3/2024	01-2024	800.00
sec8hap - Section 8 HAP	20893	0damjos - DAMATO	1/3/2024	01-2024	879.00
sec8hap - Section 8 HAP	20894	0dejpau - PAULINO S DEJESUS	1/3/2024	01-2024	1,975.00
sec8hap - Section 8 HAP	20895	0dejyes - YESENIA DEJESUS	1/3/2024	01-2024	1,700.00
sec8hap - Section 8 HAP	20896	0delwil - WILSON ZUNUN DE LEON	1/3/2024	01-2024	648.00
sec8hap - Section 8 HAP	20897	0dibwil - WILLIAM V DIBIASE	1/3/2024	01-2024	1,191.00
sec8hap - Section 8 HAP	20898	0donlau - DONNELLY	1/3/2024	01-2024	2,120.00
sec8hap - Section 8 HAP	20899	0dowter - DOWER	1/3/2024	01-2024	1,552.00

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			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	20900	Oeas307 - 307 N EAST AVE LLC	1/3/2024	01-2024	751.00
sec8hap - Section 8 HAP	20901	Oeas710 - 710 EAST ALMOND STREET ASSOCIATES LLC	1/3/2024	01-2024	677.00
sec8hap - Section 8 HAP	20902	Oedwdip - EDWARD DIPALMA	1/3/2024	01-2024	947.00
sec8hap - Section 8 HAP	20903	Oegbmar - MARY J EGBEH	1/3/2024	01-2024	1,415.00
sec8hap - Section 8 HAP	20904	Oeinmar - MARTIN JAY EINSTEIN	1/3/2024	01-2024	676.00
sec8hap - Section 8 HAP	20905	Oequacc - ACCUMULATING EQUITY PARTNERS LLC	1/3/2024	01-2024	7,001.00
sec8hap - Section 8 HAP	20906	Oequsul - SULLIVAN EQUITIES LLC	1/3/2024	01-2024	1,175.00
sec8hap - Section 8 HAP	20907	Oestros - ESTATE OF LUIS A ROSADO-TORRES	1/3/2024	01-2024	474.00
sec8hap - Section 8 HAP	20908	Ofamfai - Faiola Family LP	1/3/2024	01-2024	221.00
sec8hap - Section 8 HAP	20909	Ofampl - FAIOLA FAMILY LP	1/3/2024	01-2024	1,339.00
sec8hap - Section 8 HAP	20910	Oflodor - FLOWERS	1/3/2024	01-2024	884.00
sec8hap - Section 8 HAP	20911	Og.b.ltd - G B LTD OPER CO INC	1/3/2024	01-2024	1,063.00
sec8hap - Section 8 HAP	20912	Ogarabn - ABNER GARCIA	1/3/2024	01-2024	478.00
sec8hap - Section 8 HAP	20913	Ogarsal - GARCIA	1/3/2024	01-2024	2,342.00
sec8hap - Section 8 HAP	20914	Ogarspr - SPRING GARDENS VINELAND LLC	1/3/2024	01-2024	8,840.00
sec8hap - Section 8 HAP	20915	Ogarvin - VINELAND GARDENS LLC	1/3/2024	01-2024	264.00
sec8hap - Section 8 HAP	20916	Oghebre - BRENDAN G GHEEN	1/3/2024	01-2024	960.00
sec8hap - Section 8 HAP	20917	Ogibjam - GRIBBLE JR	1/3/2024	01-2024	811.00
sec8hap - Section 8 HAP	20918	Ogonabr - GONZALEZ JR	1/3/2024	01-2024	1,012.00
sec8hap - Section 8 HAP	20919	Ogroche - CHERRY GROUP LLC	1/3/2024	01-2024	1,550.00
sec8hap - Section 8 HAP	20920	Ogromad - MADHU GROUP LLC	1/3/2024	01-2024	2,614.00
sec8hap - Section 8 HAP	20921	Ogromic - MICHAEL D RUPPERT JR	1/3/2024	01-2024	887.00
sec8hap - Section 8 HAP	20922	Ohagdan - DANIEL HAGEMAN JR	1/3/2024	01-2024	2,761.00
sec8hap - Section 8 HAP	20923	Ohemtom - BTW 4 LLC	1/3/2024	01-2024	1,150.00
sec8hap - Section 8 HAP	20924	Ohenreu - HENDLER	1/3/2024	01-2024	1,667.00
sec8hap - Section 8 HAP	20925	Ohereri - 123 SOUTH 4TH STREET LLC	1/3/2024	01-2024	3,539.00
sec8hap - Section 8 HAP	20926	Ohersof - SOFIA HEREDIA-TORRES AND RUBEN TORRES	1/3/2024	01-2024	3,866.00
sec8hap - Section 8 HAP	20927	Ohfprop - HF PROPERTY MANAGEMENT	1/3/2024	01-2024	1,725.00
sec8hap - Section 8 HAP	20928	Oholasm - ASM HOLDINGS LLC	1/3/2024	01-2024	487.00
sec8hap - Section 8 HAP	20929	Oholvin - VINELAND 18 HOLDINGS LLC	1/3/2024	01-2024	1,346.00
sec8hap - Section 8 HAP	20930	Ohomfhd - FHD HOME INVESTMENT LLC	1/3/2024	01-2024	1,940.00
sec8hap - Section 8 HAP	20931	Ohomhec - HECS HOMES LLC	1/3/2024	01-2024	962.00
sec8hap - Section 8 HAP	20932	Ohomoa - O&A HOME RENTAL LLC	1/3/2024	01-2024	1,400.00
sec8hap - Section 8 HAP	20933	Ohomsky - SKYLO HOMES LLC	1/3/2024	01-2024	631.00
sec8hap - Section 8 HAP	20934	Ohomtar - TARKILN HOMES LLC	1/3/2024	01-2024	5,666.00
sec8hap - Section 8 HAP	20935	Ohopape - APEX HOPEWELL NJ LLC	1/3/2024	01-2024	610.00
sec8hap - Section 8 HAP	20936	Ohougol - GOLD HOUSING PROVIDERS LLC	1/3/2024	01-2024	1,250.00
sec8hap - Section 8 HAP	20937	Ohouriv - RIVERGROVE HOUSING PARTNERS LLC	1/3/2024	01-2024	1,079.00
sec8hap - Section 8 HAP	20938	Ohowkev - KEVIN HOWARD	1/3/2024	01-2024	4,282.00
sec8hap - Section 8 HAP	20939	Oiaplis - LISA A IAPALUCCI	1/3/2024	01-2024	1,479.00
sec8hap - Section 8 HAP	20940	Oingden - INGRALDI	1/3/2024	01-2024	1,133.00
sec8hap - Section 8 HAP	20941	Oinvbot - BOTA INVESTMENTS LLC	1/3/2024	01-2024	1,941.00
sec8hap - Section 8 HAP	20942	Oinvegh - E. G. H. R. E. INVESTMENTS LLC	1/3/2024	01-2024	3,577.00
sec8hap - Section 8 HAP	20943	Oinvweb - WEBER INVESTMENT GROUP LLC	1/3/2024	01-2024	7,389.00
sec8hap - Section 8 HAP	20944	Ojacgar - W JACK	1/3/2024	01-2024	1,741.00
sec8hap - Section 8 HAP	20945	Ojerpri - PRIME JERSEY ESTATES	1/3/2024	01-2024	7,954.00

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sec8hap - Section 8 HAP	20946	Okapala - PANDA REALTY GROUP LLC	1/3/2024	01-2024	1,299.00
sec8hap - Section 8 HAP	20947	Okatjay - JAY-KAT INVESTMENTS, LLC	1/3/2024	01-2024	877.00
sec8hap - Section 8 HAP	20948	Oklc1llc - KLC1 LLC	1/3/2024	01-2024	1,460.00
sec8hap - Section 8 HAP	20949	Olabfel - LABOY	1/3/2024	01-2024	1,712.00
sec8hap - Section 8 HAP	20950	Olandic - LANDICINI 566 LLC	1/3/2024	01-2024	335.00
sec8hap - Section 8 HAP	20951	Olanedw - EDWARD J LANG	1/3/2024	01-2024	1,300.00
sec8hap - Section 8 HAP	20952	Olebzai - LEBRON	1/3/2024	01-2024	1,711.00
sec8hap - Section 8 HAP	20953	Olegmay - MAYERFELD LEGACY TRUST	1/3/2024	01-2024	1,002.00
sec8hap - Section 8 HAP	20954	Olevgab - GABRIELLE LEVITT	1/3/2024	01-2024	507.00
sec8hap - Section 8 HAP	20955	Olhrent - L & H RENTALS	1/3/2024	01-2024	792.00
sec8hap - Section 8 HAP	20956	Olinrob - ROBERT LINDNER	1/3/2024	01-2024	446.00
sec8hap - Section 8 HAP	20957	Ollciig - IIG-1 LLC	1/3/2024	01-2024	871.00
sec8hap - Section 8 HAP	20958	Ollckoo - KOONER LLC	1/3/2024	01-2024	1,707.00
sec8hap - Section 8 HAP	20959	Ollcsn2 - SN 22 LLC	1/3/2024	01-2024	1,931.00
sec8hap - Section 8 HAP	20960	Olocloc - LOCATION LOCATIÓN & TIMING LLC	1/3/2024	01-2024	956.00
sec8hap - Section 8 HAP	20961	Olondav - DAVID LONGINI	1/3/2024	01-2024	471.00
sec8hap - Section 8 HAP	20962	Olopyad - YADIRA LOPEZ	1/3/2024	01-2024	603.00
sec8hap - Section 8 HAP	20963	Olospro - LOST PROPERTIES LLC	1/3/2024	01-2024	2,949.00
sec8hap - Section 8 HAP	20964	Omalaug - MIKLAVCIC JR	1/3/2024	01-2024	1,939.00
sec8hap - Section 8 HAP	20965	Omanarc - MANAGEMENT LLC	1/3/2024	01-2024	1,645.00
sec8hap - Section 8 HAP	20966	Omapgre - GREENWOOD MAPLE JAY LLC	1/3/2024	01-2024	895.00
sec8hap - Section 8 HAP	20967	Omelrose - MELROSE COURT LP	1/3/2024	01-2024	18,057.00
sec8hap - Section 8 HAP	20968	Omenbre - MENDEZ	1/3/2024	01-2024	208.00
sec8hap - Section 8 HAP	20969	Omillvil - MILLVILLE REALTY CORPORATION	1/3/2024	01-2024	1,813.00
sec8hap - Section 8 HAP	20970	Omiryar - MIRANDA	1/3/2024	01-2024	2,218.00
sec8hap - Section 8 HAP	20971	Omonbry - BRYAN P. MONTEMURRO	1/3/2024	01-2024	622.00
sec8hap - Section 8 HAP	20972	Omriang - RIVERA	1/3/2024	01-2024	955.00
sec8hap - Section 8 HAP	20973	Oneddav - NEDER	1/3/2024	01-2024	1,777.00
sec8hap - Section 8 HAP	20974	Oneeshr - SHREE NEEL LLC	1/3/2024	01-2024	2,425.00
sec8hap - Section 8 HAP	20975	Onegcar - CARLOS NEGRON JR	1/3/2024	01-2024	766.00
sec8hap - Section 8 HAP	20976	Oochabvsp - OCEAN CITY HSING AUTH- BVM/SPEITEL	1/3/2024	01-2024	30,521.00
sec8hap - Section 8 HAP	20977	Ooyojos - JOSE N OYOLA	1/3/2024	01-2024	536.00
sec8hap - Section 8 HAP	20978	Opaeast - EAST PARK APARTMENTS	1/3/2024	01-2024	7,411.00
sec8hap - Section 8 HAP	20979	Opagang - ANGEL L PAGAN	1/3/2024	01-2024	1,400.00
sec8hap - Section 8 HAP	20980	Opanpar - PARESH PANCHAL	1/3/2024	01-2024	1,940.00
sec8hap - Section 8 HAP	20981	Oparest - PARVIN ESTATES LLC	1/3/2024	01-2024	46.00
sec8hap - Section 8 HAP	20982	Opargle - GLEN PARK APARTMENTS LP	1/3/2024	01-2024	2,956.00
sec8hap - Section 8 HAP	20983	Oparkto - PARK TOWNE APTS LLC	1/3/2024	01-2024	12,073.00
sec8hap - Section 8 HAP	20984	Opasmar - PASTORE	1/3/2024	01-2024	2,470.00
sec8hap - Section 8 HAP	20985	Opin173 - 173 PINE ST LLC	1/3/2024	01-2024	1,067.00
sec8hap - Section 8 HAP	20986	Opoisil - SILVER POINT MANAGEMENT LLC	1/3/2024	01-2024	391.00
sec8hap - Section 8 HAP	20987	Oproall - ALL PRO GROUP LLC	1/3/2024	01-2024	2,408.00
sec8hap - Section 8 HAP	20988	Oproexc - EXCEL PROPERTY MANAGEMENT LLC	1/3/2024	01-2024	644.00
sec8hap - Section 8 HAP	20989	Oprofam - FAM PROPERTY MANAGEMENT LLC	1/3/2024	01-2024	1,350.00
sec8hap - Section 8 HAP	20990	Oprolha - LHA PROPERTIES LLC	1/3/2024	01-2024	1,790.00
sec8hap - Section 8 HAP	20991	Oproter - TERRAVESTRA PROPERTY MANAGEMENT LLC	1/3/2024	01-2024	16,646.00

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			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	20992	Oprotim - TIMARIA PROPERTIES LLC	1/3/2024	01-2024	1,186.00
sec8hap - Section 8 HAP	20993	Oquilou - QUILES	1/3/2024	01-2024	374.00
sec8hap - Section 8 HAP	20994	Oradoak - RADIANT OAKVIEW APARTMENTS LLC	1/3/2024	01-2024	152,277.00
sec8hap - Section 8 HAP	20995	Oramnic - NICHOLAS P RAMBONE	1/3/2024	01-2024	,862.00
sec8hap - Section 8 HAP	20996	Oraymar - RAYMOND HOLDINGS LLP	1/3/2024	01-2024	993.00
sec8hap - Section 8 HAP	20997	Oreadcb - Realty LLC	1/3/2024	01-2024	1,460.00
sec8hap - Section 8 HAP	20998	Oreahen - REAL ESTATE	1/3/2024	01-2024	1,810.00
sec8hap - Section 8 HAP	20999	Oreajba - JBAR REALTY LLC	1/3/2024	01-2024	903.00
sec8hap - Section 8 HAP	21000	Orealbf - B & F REAL ESTATE HOLDINGS LLC	1/3/2024	01-2024	1,684.00
sec8hap - Section 8 HAP	21001	Orealsa - S & A REALTY ENTERPRISES LLC	1/3/2024	01-2024	628.00
sec8hap - Section 8 HAP	21002	Oreamat - MATURO REALTY INC	1/3/2024	01-2024	2,258.00
sec8hap - Section 8 HAP	21003	Oreamil - MILLVILLE REALTY CORP	1/3/2024	01-2024	1,042.00
sec8hap - Section 8 HAP	21004	Oreasar - SARA REAVES	1/3/2024	01-2024	470.00
sec8hap - Section 8 HAP	21005	Oregche - REGENCY CHESTNUT COURT	1/3/2024	01-2024	11,795.00
sec8hap - Section 8 HAP	21006	Oregeas - REGENCY EAST LLC	1/3/2024	01-2024	2,696.00
sec8hap - Section 8 HAP	21007	Oreisup - SUPERIOR RE INVESTMENTS LLC	1/3/2024	01-2024	1,800.00
sec8hap - Section 8 HAP	21008	Orenaco - ACOSTA RENTAL LLC	1/3/2024	01-2024	2,055.00
sec8hap - Section 8 HAP	21009	Orenokg - K G RENOVATIONS LLC	1/3/2024	01-2024	1,107.00
sec8hap - Section 8 HAP	21010	Orivdie - RIVERA	1/3/2024	01-2024	2,302.00
sec8hap - Section 8 HAP	21011	Oriviri - RIVERA	1/3/2024	01-2024	1,168.00
sec8hap - Section 8 HAP	21012	Orivvic - RIVERA JR	1/3/2024	01-2024	522.00
sec8hap - Section 8 HAP	21013	Ormidprop - R MIDDLETON PROPERTIES LLC	1/3/2024	01-2024	659.00
sec8hap - Section 8 HAP	21014	Orodhen - HENRY RODRIGUEZ	1/3/2024	01-2024	881.00
sec8hap - Section 8 HAP	21015	Orogluc - ROGERS	1/3/2024	01-2024	754.00
sec8hap - Section 8 HAP	21016	Orogsal - SALVATORE W ROGGIO	1/3/2024	01-2024	1,114.00
sec8hap - Section 8 HAP	21017	Orpjjpro - RPJ PROPERTIES LLC	1/3/2024	01-2024	13,407.00
sec8hap - Section 8 HAP	21018	Orunind - INDIAN RUN APARTMENTS LP	1/3/2024	01-2024	2,142.00
sec8hap - Section 8 HAP	21019	Oruppab - RUPERTO	1/3/2024	01-2024	748.00
sec8hap - Section 8 HAP	21020	Osaiger - GERALD M SAINSOT JR	1/3/2024	01-2024	1,754.00
sec8hap - Section 8 HAP	21021	Osalasda - DAMIAN & ELAINE SALAS	1/3/2024	01-2024	2,066.00
sec8hap - Section 8 HAP	21022	Osauid - SAUNDERS	1/3/2024	01-2024	1,800.00
sec8hap - Section 8 HAP	21023	Osaumar - SAUDERS	1/3/2024	01-2024	641.00
sec8hap - Section 8 HAP	21024	Oschdan - SCHWARTZ	1/3/2024	01-2024	1,845.00
sec8hap - Section 8 HAP	21025	Oseaves - VESTA-SEABROOK URBAN RENEWAL III LLC	1/3/2024	01-2024	736.00
sec8hap - Section 8 HAP	21026	Osenbri - HOUSING PARTNERS LLC	1/3/2024	01-2024	2,275.00
sec8hap - Section 8 HAP	21027	Osennew - NEWCOMB SENIOR APARTMENTS URBAN RE	1/3/2024	01-2024	309.00
sec8hap - Section 8 HAP	21028	Oshabru - BRUCE D SHAW	1/3/2024	01-2024	1,391.00
sec8hap - Section 8 HAP	21029	Oslinco - 1890 S LINCOLN ASSOCIATES LLC	1/3/2024	01-2024	2,344.00
sec8hap - Section 8 HAP	21030	Osolfin - FINANCIAL SOLUTIONS INVESTMENT GROUP L	1/3/2024	01-2024	993.00
sec8hap - Section 8 HAP	21031	Osolpro - ASSURED PROPERTY SOLUTIONS LLC	1/3/2024	01-2024	1,740.00
sec8hap - Section 8 HAP	21032	Ototalb - ALBERTO SOTO	1/3/2024	01-2024	1,069.00
sec8hap - Section 8 HAP	21033	Osqulan - LANDIS SQUARE SR APTS	1/3/2024	01-2024	1,672.00
sec8hap - Section 8 HAP	21034	Ostrassoc - STREAMWOOD ASSOCIATES/VINELAND LLC	1/3/2024	01-2024	1,695.00
sec8hap - Section 8 HAP	21035	Oswaway - WAYNE SWANSON	1/3/2024	01-2024	607.00
sec8hap - Section 8 HAP	21036	Oswel01 - 101 S WEST LLC	1/3/2024	01-2024	1,710.00
sec8hap - Section 8 HAP	21037	Otayver - TAYLOR	1/3/2024	01-2024	637.00

Payment Summary

Bank=sec8hap AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
sec8hap - Section 8 HAP	21038	Othapau - ALBERTA A QUAIROLI ESTATE	1/3/2024	01-2024	1,082.00
sec8hap - Section 8 HAP	21039	Otimsus - SUSAN V TIMMRECK	1/3/2024	01-2024	794.00
sec8hap - Section 8 HAP	21040	Otorism - TORRES	1/3/2024	01-2024	1,794.00
sec8hap - Section 8 HAP	21041	Ovasdap - DAPHNE VASSALOTTI	1/3/2024	01-2024	593.00
sec8hap - Section 8 HAP	21042	Ovashen - VASQUEZ	1/3/2024	01-2024	971.00
sec8hap - Section 8 HAP	21043	Oveljon - JONATHAN VELEZ	1/3/2024	01-2024	1,411.00
sec8hap - Section 8 HAP	21044	Ovhosri - SRI VHOMES LLC	1/3/2024	01-2024	1,650.00
sec8hap - Section 8 HAP	21045	Ovinlan - VINELAND VILLAGE APTS	1/3/2024	01-2024	6,983.00
sec8hap - Section 8 HAP	21046	Ovirulou - LOUIS A VIRUET	1/3/2024	01-2024	992.00
sec8hap - Section 8 HAP	21047	Owalnut - WALNUT REALTY ASSOCIATES LLC	1/3/2024	01-2024	9,554.00
sec8hap - Section 8 HAP	21048	Owassey - SEYMOUR WASSERSTRUM	1/3/2024	01-2024	1,200.00
sec8hap - Section 8 HAP	21049	Owebrc - WEBER	1/3/2024	01-2024	2,000.00
sec8hap - Section 8 HAP	21050	Owhebri - WHEELER SR	1/3/2024	01-2024	472.00
sec8hap - Section 8 HAP	21051	Owhihen - WHITE III	1/3/2024	01-2024	918.00
sec8hap - Section 8 HAP	21052	Owolpro - WOLF PROPERTY HOLDINGS LLC	1/3/2024	01-2024	1,277.00
sec8hap - Section 8 HAP	21053	Owrialf - WRIGHT	1/3/2024	01-2024	1,618.00
sec8hap - Section 8 HAP	500042	Oabobab - BABATUNDE O ABORISADE	1/3/2024	01-2024	0.00
sec8hap - Section 8 HAP	500043	Oabrawi - ABRAHAN HEREDIA	1/3/2024	01-2024	0.00
sec8hap - Section 8 HAP	500044	Ochainv - CHAAD INVESTMENTS LLC	1/3/2024	01-2024	0.00
sec8hap - Section 8 HAP	500045	Ovitdor - VITALO	1/3/2024	01-2024	0.00
					782,484.00

Payment Summary

Bank=sec8adm AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
sec8adm - Section 8 Admin Fee	734	vinfur - VINELAND FURNITURE LLC	12/29/2023	12-2023	699.00
sec8adm - Section 8 Admin Fee	735	Oosccos8 - OSCEOLA COUNTY HOUSING	1/1/2024	01-2024	271.36
sec8adm - Section 8 Admin Fee	736	vfi093 - ORANGE COUNTY HOUSING & C D	1/1/2024	01-2024	65.16
					1,035.52

Payment Summary

Bank=capgenfd AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
capgenfd - Public Housing Generi	2576	t0011557 - LOPEZ	1/9/2024	01-2024	447.65
capgenfd - Public Housing Generi	576613	vmu - Vineland Municipal Utilities	12/28/2023	12-2023	21,209.77
capgenfd - Public Housing Generi	20233630264	vha - HOUSING AUTHORITY CITY OF VINELAND	12/29/2023	12-2023	1,548.00
capgenfd - Public Housing Generi	20233630265	vha - HOUSING AUTHORITY CITY OF VINELAND	12/29/2023	12-2023	13,511.35
capgenfd - Public Housing Generi	20240080015	vha - HOUSING AUTHORITY CITY OF VINELAND	1/8/2024	01-2024	453,500.00
					490,216.77

Payment Summary

Bank=cocc AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
cocc - Central Office Cost	12650	pilot - City of Vineland	1/5/2024	01-2024	144,740.17
cocc - Central Office Cost	12651	adcass - Advanced Cabinetry & Storage Systems LLC	1/5/2024	01-2024	595.00
cocc - Central Office Cost	12652	amacap - Amazon Capital Services Inc	1/5/2024	01-2024	1,837.49
cocc - Central Office Cost	12653	anchor - Anchor Moving & Storage	1/5/2024	01-2024	1,368.00
cocc - Central Office Cost	12654	aprsup - APR SUPPLY CO	1/5/2024	01-2024	278.71
cocc - Central Office Cost	12655	bolste - Bolster Hardware II LLC	1/5/2024	01-2024	12.58

Payment Summary

Bank=sec8hap AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total Data
			Date	Month	Amount Reconciled
cocc - Central Office Cost	12656	bottin - Bottinos Supermarkets Inc	1/5/2024	01-2024	3,964.19
cocc - Central Office Cost	12657	carahsoft - Carahsoft Technology Corporation	1/5/2024	01-2024	3,461.17
cocc - Central Office Cost	12658	ccia - Cumberland Co Improvement Auth	1/5/2024	01-2024	318.05
cocc - Central Office Cost	12659	centur - Century Water Conditioning & Purification Inc	1/5/2024	01-2024	242.00
cocc - Central Office Cost	12660	coloni - Colonial Electrical Supply	1/5/2024	01-2024	180.90
cocc - Central Office Cost	12661	combus - COMCAST	1/5/2024	01-2024	398.35
cocc - Central Office Cost	12662	diaroo - Diamond Roof Cleaning LLC	1/5/2024	01-2024	125.00
cocc - Central Office Cost	12663	gemech - G E Mechanical Inc	1/5/2024	01-2024	1,999.99
cocc - Central Office Cost	12664	hill - Ronald Hill	1/5/2024	01-2024	1,224.70
cocc - Central Office Cost	12665	homede - Home Depot Credit Services	1/5/2024	01-2024	1,016.23
cocc - Central Office Cost	12666	homest - HP Homestead Plumbing and Heating Inc	1/5/2024	01-2024	284.95
cocc - Central Office Cost	12667	hompro - Home Depot Pro	1/5/2024	01-2024	1,974.49
cocc - Central Office Cost	12668	jccupa - JC'S Custom Painting	1/5/2024	01-2024	4,227.50
cocc - Central Office Cost	12669	johnmo - Moving	1/5/2024	01-2024	716.25
cocc - Central Office Cost	12670	mason - W B Mason Co Inc	1/5/2024	01-2024	689.97
cocc - Central Office Cost	12671	maxcom - Max Communications Inc	1/5/2024	01-2024	240.00
cocc - Central Office Cost	12672	miles - Miles IT Company	1/5/2024	01-2024	6,404.70
cocc - Central Office Cost	12673	pbrese - Reserve Account	1/5/2024	01-2024	1,000.00
cocc - Central Office Cost	12674	pdq - PDQ Supply Inc	1/5/2024	01-2024	1,238.22
cocc - Central Office Cost	12675	sjappra - South Jersey Appraisal Associates LLC	1/5/2024	01-2024	1,800.00
cocc - Central Office Cost	12676	totsec - Total Security Alarms, LLC.	1/5/2024	01-2024	1,443.00
cocc - Central Office Cost	12677	tricit - Tri City Products	1/5/2024	01-2024	138.10
cocc - Central Office Cost	12678	veriw - Verizon Wireless	1/5/2024	01-2024	1,109.88
cocc - Central Office Cost	12679	vhapet - Gloria Pomaes	1/5/2024	01-2024	255.09
cocc - Central Office Cost	12680	weaequ - Weaver Equipment Sales & Service	1/5/2024	01-2024	95.00
cocc - Central Office Cost	12681	xpress - Xpress Electronic Services, Inc.	1/5/2024	01-2024	100.00
cocc - Central Office Cost	12682	yardi - Yardi Systems Inc	1/5/2024	01-2024	68.00
cocc - Central Office Cost	12683	ulbric - Ulbrich-Scull Investigations LLC	1/9/2024	01-2024	1,937.50
cocc - Central Office Cost	12684	pitsus - SUSANNE PITTS	1/11/2024	01-2024	1,093.75
cocc - Central Office Cost	12685	aceplu - Ace Plumbing and Electrical Supplies Inc	1/18/2024	01-2024	715.90
cocc - Central Office Cost	12686	allris - All Risk Inc	1/18/2024	01-2024	173,998.40
cocc - Central Office Cost	12687	amacap - Amazon Capital Services Inc	1/18/2024	01-2024	1,348.24
cocc - Central Office Cost	12688	ambcom - Ambient Comfort	1/18/2024	01-2024	582.00
cocc - Central Office Cost	12689	anchor - Anchor Moving & Storage	1/18/2024	01-2024	1,382.00
cocc - Central Office Cost	12690	aprsup - APR SUPPLY CO	1/18/2024	01-2024	328.22
cocc - Central Office Cost	12691	avena - Linda M Avena CPA	1/18/2024	01-2024	7,083.34
cocc - Central Office Cost	12692	barret - Barretta Plumbing Heating Cooling	1/18/2024	01-2024	119.00
cocc - Central Office Cost	12693	blocksi - TELESYSTEM	1/18/2024	01-2024	2,014.21
cocc - Central Office Cost	12694	bobaut - BOB'S AUTO SUPPLY, INC	1/18/2024	01-2024	229.00
cocc - Central Office Cost	12695	bolste - Bolster Hardware II LLC	1/18/2024	01-2024	208.61
cocc - Central Office Cost	12696	bowman - BOWMAN & COMPANY, LLP	1/18/2024	01-2024	4,500.00
cocc - Central Office Cost	12697	brooke - The Brooke Group LLC	1/18/2024	01-2024	4,684.00
cocc - Central Office Cost	12698	callexp - Call Experts New Jersey	1/18/2024	01-2024	493.82
cocc - Central Office Cost	12699	canbus - Canon Solutions America Inc	1/18/2024	01-2024	259.43
cocc - Central Office Cost	12700	casebo - Casebook PBC	1/18/2024	01-2024	853.20
cocc - Central Office Cost	12701	ccia - Cumberland Co Improvement Auth	1/18/2024	01-2024	184.62
cocc - Central Office Cost	12702	cdwgov - CDW Government Inc	1/18/2024	01-2024	4,201.80
cocc - Central Office Cost	12703	cintas - Cintas Corporation #100	1/18/2024	01-2024	499.47
cocc - Central Office Cost	12704	coloni - Colonial Electrical Supply	1/18/2024	01-2024	371.71
cocc - Central Office Cost	12705	cullig - South Jersey Culligan Water	1/18/2024	01-2024	91.94
cocc - Central Office Cost	12706	delect - D Electric Motors, Inc.	1/18/2024	01-2024	1,987.00
cocc - Central Office Cost	12707	eldpes - ELDER PEST CONTROL, INC.	1/18/2024	01-2024	2,038.50

Payment Summary

Bank=sec8hap AND mm/yy=12/2023-01/2024 AND Check Date=12/22/2023-01/18/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total	Date
			Date	Month	Amount	Reconciled
cocc - Central Office Cost	12708	fiocch - Fiocchi Tire Center Inc	1/18/2024	01-2024	20.00	
cocc - Central Office Cost	12709	genser - Genserve Inc	1/18/2024	01-2024	460.00	
cocc - Central Office Cost	12710	gogogen - GOGO Generator LLC	1/18/2024	01-2024	8,825.08	
cocc - Central Office Cost	12711	grucci - GRUCCIO, PEPPER, DESANTO, & RUTH	1/18/2024	01-2024	1,886.00	
cocc - Central Office Cost	12712	hdsupp - HD Supply Facilities Maintenance LTD	1/18/2024	01-2024	1,986.32	
cocc - Central Office Cost	12713	hill - Ronald Hill	1/18/2024	01-2024	1,000.00	
cocc - Central Office Cost	12714	himina - DELSEA LAUNDROMAT	1/18/2024	01-2024	410.00	
cocc - Central Office Cost	12715	hompro - Home Depot Pro	1/18/2024	01-2024	2,745.00	
cocc - Central Office Cost	12716	inspira - Inspira Health Network Urgent Care, PC	1/18/2024	01-2024	60.00	
cocc - Central Office Cost	12717	intsys - Integrated Systems Associates Inc	1/18/2024	01-2024	48.75	
cocc - Central Office Cost	12718	jccupa - JC'S Custom Painting	1/18/2024	01-2024	2,745.00	
cocc - Central Office Cost	12719	jdrcon - JDR Construction LLC	1/18/2024	01-2024	1,999.00	
cocc - Central Office Cost	12720	joskel - JOSEPH KELLY	1/18/2024	01-2024	60.00	
cocc - Central Office Cost	12721	mason - W B Mason Co Inc	1/18/2024	01-2024	937.03	
cocc - Central Office Cost	12722	maxcom - Max Communications Inc	1/18/2024	01-2024	120.00	
cocc - Central Office Cost	12723	mazza - Frank Mazza & Son Inc.	1/18/2024	01-2024	5,371.44	
cocc - Central Office Cost	12724	miles - Miles IT Company	1/18/2024	01-2024	6,373.56	
cocc - Central Office Cost	12725	natten - National Tenant Network	1/18/2024	01-2024	815.00	
cocc - Central Office Cost	12726	nelrod - THE NELROD COMPANY	1/18/2024	01-2024	799.00	
cocc - Central Office Cost	12727	njfire - Div of Fire Safety	1/18/2024	01-2024	3,093.00	
cocc - Central Office Cost	12728	njjif - NJ Public Housing Authorities JIF	1/18/2024	01-2024	218,366.50	
cocc - Central Office Cost	12729	prich - P C Richard and Son Builders Div	1/18/2024	01-2024	1,697.00	
cocc - Central Office Cost	12730	pitneq - Pitney Bowes Global Financial Services, LLC.	1/18/2024	01-2024	574.26	
cocc - Central Office Cost	12731	pitsus - SUSANNE PITTS	1/18/2024	01-2024	390.84	
cocc - Central Office Cost	12732	riggin - Riggins Inc	1/18/2024	01-2024	43.87	
cocc - Central Office Cost	12733	sherwi - Sherwin Williams Company	1/18/2024	01-2024	1,107.01	
cocc - Central Office Cost	12734	shred - Shred-It USA LLC	1/18/2024	01-2024	72.88	
cocc - Central Office Cost	12735	sjglas - South Jersey Glass & Door Company	1/18/2024	01-2024	1,166.92	
cocc - Central Office Cost	12736	staadv - Staples, Inc.	1/18/2024	01-2024	1,384.56	
cocc - Central Office Cost	12737	totsec - Total Security Alarms, LLC.	1/18/2024	01-2024	3,724.50	
cocc - Central Office Cost	12738	ulbric - Ulbrich-Sculi Investigations LLC	1/18/2024	01-2024	150.00	
cocc - Central Office Cost	12739	vann - Vann Dodge Chrysler LLC	1/18/2024	01-2024	62.30	
cocc - Central Office Cost	12740	vercon - Verizon Connect Fleet USA LLC	1/18/2024	01-2024	414.85	
cocc - Central Office Cost	131831	vmu - Vineland Municipal Utilities	12/29/2023	12-2023	0.00	
cocc - Central Office Cost	1343905	axaequ - Equitable	12/29/2023	12-2023	16,739.72	
cocc - Central Office Cost	1343913	axaequ - Equitable	12/29/2023	12-2023	2,035.00	
cocc - Central Office Cost	12292023	aflac - AFLAC	12/29/2023	12-2023	234.00	
cocc - Central Office Cost	2023122701	paychex - Paychex of New York LLC	12/29/2023	12-2023	452.18	
cocc - Central Office Cost	20233630229	vha - HOUSING AUTHORITY CITY OF VINELAND	12/29/2023	12-2023	7,917.00	
cocc - Central Office Cost	20240030172	vha - HOUSING AUTHORITY CITY OF VINELAND	1/3/2024	01-2024	7,447.50	
cocc - Central Office Cost	71021222023	wex - WEX Bank	12/22/2023	12-2023	2,218.87	
					700,707.28	

Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey

RESOLUTION #2024-02

**A Resolution Designating an Official Newspaper for the
Publication of Business-Related Matters regarding the Housing Authority of the City
of Vineland Board of Commissioners and Advertisements
for Contracting Purposes and/or the Publication of Various Other Items**

WHEREAS, the Housing Authority of the City of Vineland must by statutory law publish various items in order to comply with said requirements of statutory law; and

WHEREAS, it is the desire of the Housing Authority of the City of Vineland to designate official newspapers for the publication of business-related matters regarding the Housing Authority of the City of Vineland Board of Commissioners and advertisements for contracting purposes and/or the publication of various other items; and

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Vineland desires to designate The Daily Journal of Vineland and The Atlantic City Press as the official newspaper for the publication of business-related matters regarding the Housing Authority of the City of Vineland Board of Commissioners; and

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Vineland desires to designate The Daily Journal of Vineland as the official newspaper for the publication of advertisements for contracting purposes and/or the publication of various other items.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Vineland hereby designates The Daily Journal of Vineland and The Atlantic City Press as its official newspaper for the publication of business-related matters regarding the Housing Authority of the City of Vineland Board of Commissioners and designate The Daily Journal of Vineland as the official newspaper for the publication of advertisements for contracting purposes and/or the publication of various other items pursuant to New Jersey statues, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publication.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asselta*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: *Jacqueline S Jones*
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey

RESOLUTION #2024-03

**Certifying the 2022 Fiscal Year Annual Audit as Prescribed
by the New Jersey Local Finance Board**

WHEREAS, N.J.S.A. 40A:5A-5 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended September 30, 2022 has been completed and filed with the Vineland Housing Authority pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the section of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Vineland Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30, 2022, and specifically has reviewed the sections of the audit report entitled: "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JANUARY 18, 2024.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asselta*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Affidavit: Local Authorities
Fiscal Control Law (L.1983,C313)
as per FY End Audit: 9/30/2022**

Local Authorities Group Affidavit Form

**Prescribed by
The New Jersey Local Finance Board**

Audit Review Certificate

We, the members of the governing body of the Housing Authority of the City of Vineland, being of full age and being duly sworn according to law, upon our oath, depose and say:

1. We are duly appointed members of the Housing Authority of the City of Vineland.
2. We certify, pursuant to *N.J.S.A. 40A:5A-17*, that we have each reviewed the annual Audit Report for the Fiscal Year Ending September 30, 2022 and, specifically, the sections of the Audit Report entitled, "General Comments" and "Recommendations."

NAME

SIGNATURE

Mario Ruiz-Mesa



Chris Chapman



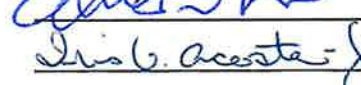
Daniel Peretti



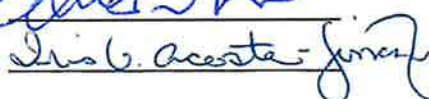
Brian Asselta



Albert Porter



Iris Acosta-Jimenez



Sworn to and subscribed before me this 18th day of January, 2024.



Notary Public of New Jersey

GLORIA POMALES
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES MAY 23, 2027

Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey

RESOLUTION #2024-04

Approving Change Order #001 for
Modernization of Elevators at Kidston & Olivio Towers

WHEREAS, the Vineland Housing Authority solicited Invitation for Bids for the Modernization of Elevators at Kidston and Olivio Towers; and

WHEREAS, the apparent qualified bidder for this project was JH Williams Enterprises, Inc., 513 Pleasant Valley Avenue, Moorestown, NJ 08057 in the amount of \$1,124,500; and

WHEREAS, a contract was awarded to JH Williams Enterprises with Resolution 2023-33 at the June 15, 2023 board meeting; and

WHEREAS, change order #001 - \$27,934.72 is necessary to correct deficiency in the rear door sill, the change order also includes the replacement of the rear elevator door at Kidston Towers; and

WHEREAS, the aforementioned change order shall not exceed \$27,934.72 and is described and attached herein; and

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby accepts the change order of \$27,934.72 for the Modernization of Elevators at Kidston & Olivio Towers.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asse Ha*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

AIA® Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> 21-021 Kidston and Olivio Towers Elevator Modernization 1040-1044 E Landis Ave. Vineland, NJ 08360	CONTRACT INFORMATION: Contract For: General Construction Date: 06/20/2023	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: 01/03/2024
OWNER: <i>(Name and address)</i> Vineland Housing Authority 191 W Chestnut Ave Vineland, NJ 08360	ARCHITECT: <i>(Name and address)</i> Donovan Architects, LLC 9 Tanner Street, Suite 201 Haddonfield, NJ 08033	CONTRACTOR: <i>(Name and address)</i> J. H. Williams Enterprises, Inc. 513 Pleasant Valle Ave. Moorestown, NJ 08057

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)


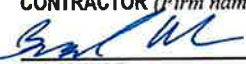
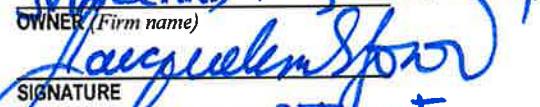
Rear door at bottom floor hoistway sill and door replacement, by Otis, due to Notice of Violation from City of Vineland.

The original Contract Sum was	\$	1,124,500.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	1,124,500.00
The Contract Sum will be increased by this Change Order in the amount of	\$	27,934.72
The new Contract Sum including this Change Order will be	\$	1,152,434.72

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: ~~This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.~~

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Donovan Architects, LLC ARCHITECT <i>(Firm name)</i>	JH Williams Enterprises, Inc. CONTRACTOR <i>(Firm name)</i>	VINELAND HSG AUTHORITY OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
Michael R. Donovan, Principal PRINTED NAME AND TITLE	Brendan Williams, Vice President PRINTED NAME AND TITLE	Jacqueline S. Jones, Exec. Dir. PRINTED NAME AND TITLE
01/03/2024 DATE	01/08/24 DATE	1/18/24 DATE

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2024-05

WHEREAS, the Housing Authority of the City of Vineland ("Housing Authority"), a public entity organized and existing pursuant to Title 24 of the Code of Federal Regulations, the Department of Housing and Urban Development ("HUD"), and the laws of the State of New Jersey, has determined that it is in need of adopting an Electronic Funds Transfer Policy; and

WHEREAS, the Housing Authority determined that it needs to strengthen its best banking practices for various forms of electronic funds transfer; and

WHEREAS, an Electronic Funds Transfer Policy is needed due to the increased wire fraud activity and whitewashing of checks; and

WHEREAS, the Municipal Excess Liability Joint Insurance Fund has developed a best banking practices for various forms of electronic funds transfer; and

WHEREAS, these best banking practices have also been incorporated into the Cyber Joint Insurance Fund's Cybersecurity Framework (cyber risk management); and

WHEREAS, passing this policy provides opportunity for reduced deductibles for Cyber insurance; and

WHEREAS, the Board of Commissioners has determined that approving the Electronic Funds Transfer Policy is in the best interest of the Housing Authority to improve its best banking practices;

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Vineland hereby approves an Electronic Funds Transfer Policy, effective January 18, 2024.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asse Ita*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel Peretti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Brian Asselta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Porter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iris Acosta-Jimenez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mario Ruiz-Mesa – Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: *Jacqueline S. Jones*
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

Vineland Housing Authority

Electronic Funds Transfer Policy

A. Resolution Number, Date of Adoption and Effective Date of Implementation

Resolution Number: 2024-05
Adoption Date: January 18, 2024
Effective Date of Implementation: February 1, 2024

B. Introduction

An Electronic Funds Transfer Policy is needed due to the increased wire fraud activity and whitewashing of checks. The Municipal Excess Liability Joint Insurance Fund has developed a best banking practices for various forms of electronic funds transfer. These best banking practices have also been incorporated into the Cyber Joint Insurance Fund's Cybersecurity Framework (cyber risk management). Passing this policy provides opportunity for reduced deductibles for Cyber insurance.

C. Application of Policy and Responsibilities

1: Housing Authority Responsibilities

- a) The Vineland Housing Authority's Chief Financial Officer is responsible for ensuring that the internal controls for electronic fund transfers are being adhered to.
- b) The Executive Director, who is not under the authority of the Chief Financial Officer, is designated to authorize an electronic funds transfers initiated by the Chief Financial Officer.
 - a. Electronic funds transfer initiation is password protected.
 - c) Activity reports on transactions involving electronic funds transfers are not password protected.
 - a. Reviewed weekly by the Chief Financial Officer or Property Accountant Supervisor, who is under the Chief Financial Officer's supervision.
 - b. Monitored by Compliance Manager, who is not under the Chief Financial Officer's supervision.

2: Technology Verification

- a) Financial institution providers of electronic funds transfer technologies must submit satisfactory proof of internal control.
 - a. Financial Institutions must submit a copy of their Electronic Funds Transfer Policy to the Housing Authority annually.
 - i. Submitted policy is reviewed and approved by the Housing Authority's Chief Financial Officer.
 - b) Each bill list must reference the type of technology and a tracking mechanism to provide an adequate audit trail.
 - a. Technology types include: check, wire, online/phone
 - b. Tracking mechanisms include: Yardi BillPay analytics report, check list, wire/online/phone payment confirmation, Positive Pay

3: Wire Transfers

- a) An Electronic Funds Transfer and Indemnification Agreement must be in place with all banking institutions authorized to access authority bank accounts for the purpose of conducting wire transfers.
- b) Positive Pay is used for all wire transfers.
- c) Users initiating a wire transfer must check the amounts and receipts against a register displaying wire transfer payments.
- d) Each edit to vendor information is approved by a separate individual and logged showing the user editing the data, date stamp, IP address.

4: Electronic Funds Transfers through a Clearing House

- a) An Electronic Funds Transfer and Indemnification Agreement must be in place with all banking institutions authorized to access authority bank accounts for the purpose of conducting electronic transfers through ACH.
- b) Positive Pay is used for all ACH transmissions.
- c) Users uploading an ACH file must check the amounts and receipts against a register displaying ACH payments.
- d) Users that can generate an ACH file are neither given upload rights nor given access that permits editing of a vendor routing number or vendor account number.
- e) Each edit to vendor ACH information is approved by a separate individual and logged showing the user editing the data, date stamp, IP address.
- f) Plain text ACH files are not stored on a local computer past the time the file is transmitted to a bank.

5: Electronic Funds Transfers through a Charge Card/Account:

- a) Charge Cards
 - a. Housing Authority does not use charge cards (defined as a credit card)
- b) Charge Accounts
 - a. Charge Accounts are vendor-specific accounts to which purchases may be charged by authorized individuals.
 - b. Charge accounts are to be limited to specific vendors
 - c. No blanket POs will be issued
 - d. Charge account balances are to be paid in full each month
- c) Authorized Users
 - a. Only authorized users are permitted to use charge accounts
 - b. Authorized users are:
 - i. Senior Maintenance Repairer
 - ii. Maintenance Supervisor
 - iii. Operations Assistant
 - iv. Operations Manager
 - v. Executive Staff
- d) Employee Training and Responsibility
 - a. All authorized users are to be trained on the established policies and procedures for the use of charge accounts
 - b. All authorized users must sign a contract of understanding that includes financial responsibility for misuse

- c. All authorized users must, by signature, acknowledge the company Ethics Policy which includes expectations regarding use of Housing Authority funds.
- e) Supervision
- a. Maintenance Supervisor and Operations Manager to reconcile all charge accounts monthly.

6: Use of Procurement Card

- a) Procurement cards are limited-use cards used by authorized personnel to charge specific types of goods and services.
- b) Procurement cards are used in compliance with NJAC 5:30-9A
- c) A Qualified Purchasing Agent is to serve as program manager
- d) Authorized Users
 - a. Only authorized users are permitted to use procurement cards
 - b. Authorized users are:
 - i. Senior Maintenance Repairer
 - ii. Maintenance Supervisor
 - iii. Operations Assistant
 - iv. Operations Manager
 - v. Executive Staff
- e) Employee Training and Responsibility
 - a. All authorized users are to be trained on the established policies and procedures for the use of procurement cards
 - b. All authorized users must sign a contract of understanding that includes financial responsibility for misuse
 - c. All authorized users must, by signature, acknowledge the company Ethics Policy which includes expectations regarding use of Housing Authority funds.
- f) Supervision
 - a. Maintenance Supervisor and Operations Manager to reconcile all procurement card accounts monthly.

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2024-06

**Authorizing Entering into a Contract Agreement with Donovan Architects
for A&E Services for the Roof Replacement at Tarkiln Acres**

WHEREAS, the Vineland Housing Authority solicited Requests for Proposals for Architectural and Engineering Services; and

WHEREAS, the contract was awarded to Donovan Architects, LLC with Resolution 2023-45 at the September 21, 2023 board meeting; and

WHEREAS, Vineland Housing Authority recognizes the need to replace roofing at Tarkiln Acres; and

WHEREAS, it is in the best interest of the Vineland Housing Authority to enter into a contract with Donovan Architects for Architectural & Engineering Services for the replacement of roofing at Tarkiln Acres; and

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby authorizes entering into a Contract Agreement with Donovan Architects for Architectural & Engineering Services for the replacement of roofing at Tarkiln Acres in the amount of **\$18,500** per the attached proposal.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asselta*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.


By: *Jacqueline S. Jones*
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

ARCHITECTURAL & ENGINEERING SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4430-21-000.



Wendy Hughes
Certifying Financial Officer
1/18/24
Date



January 21, 2024

Jacqueline S. Jones
Executive Director
VINELAND HOUSING AUTHORITY
191 W. Chestnut St.
Vineland NJ 08360
jjones@vha.org

Re: ARCHITECTURAL SERVICES PROPOSAL for
TARKILN ACRES ROOF REPLACEMENT
VINELAND NJ
DA #21-031

Dear Jacqueline:

Pursuant to our annual contract as architect to the Vineland Housing Authority, please see below for our proposal related to the replacement of roofs at Tarkiln Acres. Thank you for providing us the opportunity to submit this revised proposal for architectural services.

PROGRAM

Tarkiln Acres is an existing low-rise affordable housing community comprising 150 apartments in 32 buildings. The asphalt shingle roofing material at all buildings requires replacement, including removal of 2 layers of roofing material.

SCHEDULE OF SERVICES

PHASE I: SURVEY AND EVALUATION

- Obtain and review background information: electronic site plans (provided by civil engineer), zoning and land development code (confirmed by civil engineer and planning analysis), site photography, etc.
- Complete preliminary building code analysis.
- Site visit and verification of existing conditions to evaluate scope of work for renovation / new construction.
- Review all pertinent and applicable requirements (state building code, federal and state accessibility requirements, funding source requirements, etc.).
- Attend meetings with interested parties to gain design approvals.
- Attend meetings with professional team members to review and establish design parameters, timeline, and local and state submissions requirements.

PHASE II: CONSTRUCTION DOCUMENTS

- Obtain and review background information: property plans (provided by owner).
- Indicate extent of removal of existing roofing material at all buildings.

donovan
a r c h i t e c t s

9 TANNER ST. | SUITE 201
HADDONFIELD NJ 08033
donovanarchitects.com

- Select new roofing material for client approval.
- Develop specifications for new roofing material.
- Document typical replacement process using single building as example.
- Document any buildings/processes that will deviate from typical replacement as described above.
- Develop construction drawings including:
 - Architectural Site/Location Plan
 - Roof Demolition Scope
 - New Roof Plans indicating extent of work
 - Details
- Complete all necessary documentation and notations required for General Contractor to obtain publicly-bid construction proposals from qualified subcontractors and gain building permits.
- Complete Project Manual with detailed specifications.
- Provide all signed and sealed architectural documents necessary for permitting, financing, and construction.
- Produce 100% documents (including General Contractor approved comments).

PHASE III: BIDDING + NEGOTIATION

- Compose Public Notice for Bid.
- Attend pre-bid site walk-through.
- Respond to and record Requests for Information (RFIs).
- Provide Architect's Supplemental Instructions (ASIs), drawing sketches and modifications as required.
- Perform all necessary value engineering review, evaluation, and implementation.
- Advise General Contractor on selection of subcontractor proposed alternates.
- Attend Public Bid Opening.
- Review bids received.

PHASE IV: CONSTRUCTION ADMINISTRATION

- Update project directory.
- Record construction progress via:
 - Correspondence and meeting reports
 - Field reports
 - RFIs
 - Construction Change Directives (CCDs)
 - Change Orders
 - Supplemental Instructions
 - Quality Control Reports
 - Submittals
 - Applications for Payment
 - Observations of contractor performance



Project Close-out and Punch-list Reports
Certificates of Substantial Completion.

- Perform regular site observations and conduct on-site progress meetings for the full construction period (4 months x 1 meeting = 4 meetings total).
- Prepare presentation apartment floor plans for marketing purposes.

FEE SCHEDULE

Base Contract

Phase I:	Survey and Evaluation	\$	1,800
Phase II:	Construction Documentation	\$	9,400
Phase III:	Bidding and Negotiation	\$	2,800
Phase IV	Construction Administration	\$	4,500
Architecture Total		\$	18,500

OTHER CONSIDERATIONS

INVOICING: Invoices will be provided monthly for Phases I, II, and III (including engineering fees), and shall be paid within 30 days of receipt. Phase IV billings will accompany the approved monthly *Applications for Payment* (with percentage of fee tied to percentage of completed construction) provided by the general contractor. In the event of termination of services, or cancellation of project, all completed work and incurred expenses to date will be billed for payment.

ADDITIONAL SERVICES: Any services beyond the scope of this agreement, if required, will be billed hourly at the following rates:

Principal	\$175.00 / hour
Architect	\$140.00 / hour
Draftsperson	\$110.00 / hour

REIMBURSABLE SERVICES: Included with this proposal are three sets of original documents, and reports for each phase, delivered to you. All other reproduction, delivery, telecommunications, or other miscellaneous expenses will be billed at cost x 1.15. Fedex Kinkos rates will be referenced as basis for costs.

If you find this proposal acceptable, please sign (as indicated below) and return one copy. If you have any questions or comments or would like to discuss the proposal in further detail, I am available immediately. Again, we thank you for the opportunity and we look forward to working together.

Sincerely,



Michael Donovan, AIA
Principal
donovan.architects

Vineland Housing Authority

Date

donovan
a r c h i t e c t s

9 TANNER ST. | SUITE 201
HADDONFIELD NJ 08033
donovanarchitects.com

Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey

RESOLUTION #2024-07

Amending Resolution # 2023-42
Contract Agreement with All Risk, Inc. for the Construction Renovations
at D'Orazio Terrace – Bldg. #1

WHEREAS, the Housing Authority of the City of Vineland awarded a contract agreement to All Risk, Inc. via Resolution 2023-42 at the September 21, 2023 board meeting; and,

WHEREAS, D'Orazio Terrace – Building #1 sustained fire damage on January 27, 2023; and,

WHEREAS, it is necessary for the Housing Authority of the City of Vineland to complete renovations at D'Orazio Terrace – Building #1; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-5 – the Educational Services Commission of New Jersey is registered as Lead Cooperative agency NJ System Identifier #65MCESCCPS; and,

WHEREAS, the Educational Services Commission of New Jersey awarded Bid #ESCNJ 22/22-23 to All Risk, Inc. on September 15, 2022; and,

WHEREAS, the Housing Authority of the City of Vineland is a registered member with the Educational Services Commission of New Jersey; and,

WHEREAS, additional architectural and engineering is necessary for the construction renovations at D'Orazio Terrace – Building #1 in the amount of \$48,120; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Vineland hereby authorizes additional architectural and engineering for renovations at D'Orazio Terrace – Building #1 with All Risk, Inc. – 801 E. Clements Bridge Rd., Runnemede, NJ 08078.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asselta*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: *Jacqueline S. Jones*
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

ADDITIONAL A & E Scope
CONSTRUCTION RENOVATIONS AT D'ORAZIO TERRACE – Building #1

in the amount totaling **\$48,120** from the 2022 Capital Fund Grant. The line item to be charged for the above expenditure is account **#1406-22-406 (CF 2022 Operations)**.



Wendy Hughes
Certifying Financial Officer


Date



CHANGE ORDER

801 E. Clements Bridge Road
Runnemede, NJ 08078
24 Hour – (856)546-0016
Fax - 856-627-0023
Toll Free- 877-247-5252
www.TeamAllRisk.com

Contractor Registration # 13VH00684300

Date: January 11th, 2024

Contractor: AllRisk, Inc.

Project Name: Vineland Housing Authority
D’Orazio Terrace
84 S. West Avenue
Vineland, NJ 08360

AllRisk, Inc. File # NJ23-3007

Change Order No. I

Provide additional architectural and engineering services as attached:

All services subject to 14% overhead & profit with a 6% project management fee (said fees are included in amounts below).

- I. Roof Structure Truss Repair Documents per 10-23-23 Proposal.....\$4,320.00
- II. Crawlspace Renovation and Reconstruction 1-11-24 Proposal.....\$24,000.00
- III. Unit Reconfiguration 1-11-24 Proposal.....\$11,400.00
- IV. Courtyard Improvements 1-11-24 Proposal.....\$8,400.00

Net Change To Contract\$48,120.00

Terms: **To Be Billed At Completion Of Services**

Owner Approval _____ Date _____

Contractor Acceptance _____ Date _____

Some change orders resulting in an increase from the original contract price will require a 50% deposit upon contractor acceptance. Any credit owed to client will be adjusted in the final contractor invoicing. Change orders may result in extended completion times to original contract.



October 26, 2023

Mr. Ziggy Osinski, COO
All Risk Property Damage Experts
Sent via e-mail: ziggy@allriskinc.com

**RE: Architectural/Engineering: VHA-D'Orazio Terrace Fire Related Renovations
Additional Services: Structural Engineering-Truss Repair Documentation**

Dear Mr. Osinski,

Thank you for the opportunity to submit this proposal for architectural services in connection with the above noted project. Based upon the information you provided, the following paragraph is a brief Project Description/Scope of Services. This will serve as the basis of our Fee Proposal.

PROJECT DESCRIPTION/PROJECT SCOPE:

The project involves proposed renovations at one building of the Vineland Housing Authority (VHA/Owner) D'Orazio Terrace site in Vineland, NJ. The complex consists of a series separate one story apartment buildings. Earlier this year a fire occurred in one of the 10-unit apartment buildings.

JWPA was engaged by AllRisk to develop construction drawings for the fire restoration work for 3 dwelling units. Included as part of this work is replacement of the roof structure in the damaged areas.

The project involves a limited structural repair to the remaining metal plate connected roof structure at the one (1) building that was fire damaged within the building complex. The structural engineer inspected the conditions, providing a report of our findings and recommendations on October 6, 2023.

Final scope for development of technical plans and specifications needed to address or provide direction on corrective repairs to address items noted for repair or correction will be developed based upon this walk through as required.

FEE PROPOSAL:

**Architectural/Structural Engineering: Existing Roof Structure-Truss Repair Documents:
\$3,600.00**

**Please refer to page 2 for additional proposal related items.*

Thank you for the opportunity to submit this proposal for your project. Please feel free to call me with any questions you may have concerning this proposal. We look forward to the opportunity of serving you on this project and thank you for your consideration.

Sincerely yours,

A handwritten signature in black ink that reads "John W. Pedersen".

John W. Pedersen, RA

1199 E. Park Ave.
Vineland, NJ 08360

e-mail: info@jwparch.com
www.jwparch.com
NJ License: 21A1010090000

tel: 856.692.5622
fax: 856.692.0585

ADDITIONAL PROPOSAL ITEMS /ADDITIONAL SERVICES (if required):

Should additional services be required or desired, our office can proceed on a T&M basis; these would either be negotiated beforehand or would be charged at the following hourly rates:

2023 FEE SCHEDULE: Office Staff/Hourly Rates

Principal	\$175.00	Project Manager	\$150.00
Project Designer	\$85.00	Draftsperson	\$65.00
Clerical	\$50.00		

REIMBURSABLE EXPENSES:

All prints and printing costs shall be a reimbursable expense at 20%.

EXCLUSIONS

Any work not specifically mentioned above is not included in our proposal. Assistance and service for certain of these items can be provide if desired. Our exclusions include but are not limited to:

- Site Related – Civil engineering, flow test, on-site water storage, site survey, site safety, site lighting, geotechnical investigation, location of ground water, site grading, driveways and exterior paving, geotechnical engineering, site storm drainage, zoning approval, sewer system design, grease interceptor, domestic water or gas booster, existing gas loads, electrical fire pump connection or fire pump, well system design, wetlands delineation, hazardous materials detection or remediation, flood zone determination and delineation, sub-surface drainage, all systems designs beyond 5' from building.
- Building Related – Value engineering, construction cost estimates budgeting, detailed survey of existing systems beyond those visually accessible, LEED energy star design, hazardous materials detection or remediation, MEP-HVAC design for contagion control, equipment, or special foundations if special studies, structural engineering other than those listed in this proposal, fire suppression, engagement of consultants for more detailed system analysis, changes to work after approval of schematic design, renderings, etc.
- Construction, Contract and Bid Related – Conformance drawings, permit application, as-builts, contract preparation, construction supervision, site visits beyond those mentioned in this proposal.

TERMS AND CONDITIONS

PROFESSIONAL ARCHITECTURAL SERVICES

1. This proposal shall remain valid for thirty (30) days from date of writing. We reserve the right to modify or cancel this proposal beyond that time.
2. Invoices may be submitted monthly with payment due upon receipt. Upon delivery of signed & sealed documents all outstanding balances shall be due. Any balance which shall remain outstanding for more than 45 days, may be subject to interest charges of 1 ½% per month.
3. Either party may choose to terminate this agreement at any time, for any reason. Such a separation shall be done in writing. In the event of any termination, client agrees to pay J.W. Pedersen Architect for all services rendered to the date of termination, all reimbursable expenses, and all reimbursable termination expenses.
4. The client agrees to indemnify, hold harmless, and defend J.W. Pedersen, Architect, P.C. and any and all of its affiliates, employees from and against all loss, injury, and legal liability.
5. The Design Professional's obligation regarding the Client's defense and duty to defend only includes a reimbursement of reasonable attorney's fees and expenses recoverable under applicable law. Such obligation is only to the extent that costs are incurred due to the Design Professional's negligent act, error, or omission.

If you find this proposal acceptable, please sign the attached copy of this proposal and return it to our office. Please feel free to call me with any questions you may have concerned this proposal. We look forward to serving you on this project and thank you for your consideration.

Proposal Accepted

Date



December 19, 2023

REV. 1-11-2024

Mr. Ziggy Osinski, COO
All Risk Property Damage Experts
Sent via e-mail: ziggy@allriskinc.com

RE: *Architectural/Engineering: VHA-D'Orazio Terrace
Phase IV - REHABILITATIONS - REVISED*

Dear Mr. Osinski.

Thank you for the opportunity to submit this proposal for architectural services in connection with the above noted project. Based upon the information you provided, the following paragraph is a brief Project Description/Scope of Services. This will serve as the basis of our Fee Proposal.

PROJECT DESCRIPTION/PROJECT SCOPE:

The project involves proposed renovations at one building of the Vineland Housing Authority (VHA/Owner) D'Orazio Terrace site in Vineland, NJ. The complex consists of a series separate one story apartment buildings. Earlier this year a fire occurred in one of the 10-unit apartment buildings.

The fire impacted building is a one-story building with a partial basement and full crawlspace. The building is approximately 4,600 square feet. The buildings are wood framed with an exterior brick veneer. The original construction of the buildings occurred around 1965. The buildings are not fire suppressed. All Risk Property Damage Experts is under contract to complete all the work as the general contractor.

JWPA Completed Work to date

JWPA has completed certain work to date as listed below.

Phase I & II

Fire Reconstruction & Renovation	Units 17, 18, 19 – construction in progress
Efficiency Unit Alterations	Units 11, 12, 16
Ceiling & Insulation Renovation/Repair	Units – All

Phase III

Roof Structural Review	Units 10, 11, 12, 14, 15, 16.
(CD work approved 1/9/2024)	Units 17, 18, 19 repair part of fire restoration
	Unit 13 – not reviewed, not accessible.

1199 E. Park Ave.
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e-mail: info@jwparch.com
www.jwparch.com
NJ License: 21AI010090000

tel: 856.692.5622
fax: 856.692.0585

Current Proposed Phase IV Rehabilitation Work

During the course of the construction work additional work requiring design and documentation has been uncovered. This includes

- A. Floor Framing Reconstruction – **1-11-2024 VHA DOES NOT REQUIRE**
- B. Crawlspace Renovation – **1-11-204 – SCOPE PARTIALLY MODIFIED**
The crawlspace insulation and dampness as noted above has led to significant degradation of the wood floor systems. In order to reconstruct the crawlspaces several improvements to the crawlspace are required. The recommended improvements include the work items listed below. It is intended that the ventilation improvements be addressed by the introduction of mechanical ventilation into the crawlspaces. The exact system arrangement is to be determined. As discussed, the general intent for the crawlspace insulation would be to insulated the crawlspace walls vs. the floor deck. Some improvements to limit the apparent external water penetration into the crawlspace is anticipated. This approach will be limited and is not expected to address all the possible causes of the water infiltration. Some commentary regarding possible approaches are listed following this section.
- C. Kitchen Alteration – **1-11-2024 SCOPE REVISED AND MOVED TO UNIT RECONFIGURATION**
- D. Bathrooms and Adaptability – **1-11-2024 SCOPE MOVED TO UNIT RECONFIGURATION**
- E. Water Infiltration – **1-11-2024 – Part of Scope covered under Courtyard Renovations and Crawlspace**
- F. Unit Reconfiguration - **1-11-2024 SCOPE CREATED**
- G. Courtyard Renovations – **1-11-2024 SCOPE CREATED**

Phase IV Area Summary

- A. Floor Framing Reconstruction– **1-11-2024 REMOVED**
- B. Crawlspace Renovation & Reconstruction
 - a. Improve ventilation Units - ALL
 - b. Improve Areaways Units - ALL
 - c. Replace Insulation Units - ALL
 - d. Correct selected, obvious water infiltration Units - ALL
 - i. Exterior walls, areaways, stone veneer sills, not direct underground roof drain discharge other
 - ii. **1-11-2024 – ADD**
 - 1. **Review areaway access to make more unobtrusive/attractive vs. bilco doors**
 - 2. **Improve all exterior windows and window openings and veneer sills.**
 - 3. **Review other possible outer perimeter improvements**
 - e. Miscellaneous Repairs Units – All
 - i. Electric, plumbing
- C. Kitchens – Alteration 1-11-204 MOVED TO UNIT CONFIGURATION
- D. Bath Rooms and Limited Other Adaptability Work - Reconstruction and Alteration 1-11-204 MOVED TO UNIT CONFIGURATION

E. Water Infiltration Study - Not part of this proposal at this time

Study of possible causes of water infiltration into crawlspace and basement and design of all repairs. Basic measures of investigation suggested would be:

- Video Pipe underground drains in area of building to determine condition, locations, slopes, possible areas of back flow, blockages, constrictions, etc.
- Topographic survey to determine surface flows, problematic slope areas and catchment areas. Map underground drain systems as much as possible.
- Observe flow of water during a storm event
- Soil borings – Note original 1965 soil borings do not appear to indicate the presence of any thick clay soils in the building area. There are fine soils that could have become less free draining over the years.

F. UNIT RECONFIGURATIONS

Reconfigure interior of the following units

Units 10, 13, 14, 15

Unit 18 - 1-11-2024 ADD

Units 10 & 13 mirror image

Unit 14 unique

Unit 15 Handicap

Interior Rebuild Covered under previous phases

Units 11, 12, 16, 17, 19,

- Eliminate exterior courtyard doors
- Eliminate unnecessary interior halls, closets, and doors
- Improve handicap Adaptability – kitchens, toilet rooms, other
- Review
- Improve unit layout functionality

G. COURTYARD RECONFIGURATION

General reconfigure the courtyard to improve functionality

- Remove existing courtyard unit doors. Infill openings including windows as possible and as might be required for unit egress
- Remove courtyard paving and raised planter. Review extent and replacement materials. Owner desires low maintenance and ways to remove leaves.
- Add controlled access/egress door in courtyard as required. (review)
- Replace and rebuild all internal site drainage in the courtyard
- Review –
 - i. Damp proofing courtyard walls
 - ii. Retention of some paving under overhangs
 - iii. Possible addition of crawlspace ventilation items in courtyard
 - iv. Possible alternate crawlspace access in courtyard
 - v. Other

DESIGN AND DOCUMENTATION WORK TO BE COMPLETED

Existing Conditions Documentation – This would include architectural field measuring areas of the intended corner roof renovations of the building and drawing the existing conditions utilizing CADD documentation. – Base plans drawn. Some additional detail field verification will be required in areas.

Schematic Design - The goal of this phase would be to delineate project scope for the construction work for approval by the owner. **As discussed at our meeting it is anticipate for certain design options, multiple concepts might be presented to AllRisk for budgetary evaluations.**

Construction Documentation – (CDs) Based upon the approved Schematic Design, JWPA will prepare Construction Documentation for contracting and construction. **As discussed at our meeting it was determined in order for AllRisk to maintain project momentum design work needs to be completed impetuously. CDs will be prepared with the expectation the work will be completed by the VHA's selected contractor.**

For the courtyard and exterior work, it is anticipated that the VHA will have a topographic survey prepared for the site area including where possible the exterior site storm drainage system.

Additionally, per our meeting the roof structural repairs quoted under a separate proposal will also be completed.

Construction Administration services would include answering contractor RFI's.

PHASE IV FEE PROPOSAL:

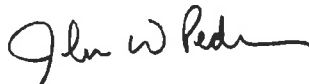
- A. ~~Floor Framing Reconstruction~~
1-11-2024 Eliminated
- B. Crawlspace Renovation and Reconstruction
\$ 20,000.00 (twenty thousand dollars) 1-11-2024 REVISED
- C. ~~Kitchen Alteration~~
1-11-2024 Moved to Unit Reconfiguration
- D. ~~Bathrooms and Limited Adaptability Work~~
1-11-2024 Moved to Unit Reconfiguration
- E. Water Infiltration Study
No Fee Offered at this time.
- F. **Unit Reconfiguration**
\$ 9,500.00 (nine thousand, five hundred dollars)
- G.
- H. **Courtyard Improvements**
\$ 7,000.00 (six thousand dollars)

**Please refer to page 3 for additional proposal related items.*

**Due to ongoing Covid-19 and staffing, initiation and completion of any job cannot be guaranteed in a specific time frame.*

Thank you for the opportunity to submit this proposal for your project. Please feel free to call me with any questions you may have concerning this proposal. We look forward to the opportunity of serving you on this project and thank you for your consideration.

Sincerely yours,



John W. Pedersen, RA

ADDITIONAL PROPOSAL ITEMS /ADDITIONAL SERVICES (if required):

Should additional services be required or desired, our office can proceed on a T&M basis; these would either be negotiated beforehand or would be charged at the following hourly rates:

2024 FEE SCHEDULE:

Office Staff/Hourly Rates

Principal	\$185.00	Project Manager	\$150.00
Project Designer	\$85.00	Draftsperson	\$65.00
Clerical	\$50.00		

REIMBURSABLE EXPENSES:

All prints and printing costs shall be a reimbursable expense at 20%.

EXCLUSIONS

Any work not specifically mentioned above is not included in our proposal. Assistance and service for certain of these items can be provide if desired. Our exclusions include but are not limited to:

- Site Related – Civil engineering, flow test, on-site water storage, site survey, site safety, site lighting, geotechnical investigation, location of ground water, site grading, driveways and exterior paving, geotechnical engineering, site storm drainage, zoning approval, sewer system design, grease interceptor, domestic water or gas booster, existing gas loads, electrical fire pump connection or fire pump, well system design, wetlands delineation, hazardous materials detection or remediation, flood zone determination and delineation, sub-surface drainage, all systems designs beyond 5' from building.
- Building Related – Value engineering, construction cost estimates/budgeting, detailed survey of existing systems beyond those visually accessible, LEED/energy star design, hazardous materials detection or remediation, MEP HVAC design for contagion control, equipment, or special foundations if special studies, fire suppression, engagement of consultants for more detailed system analysis, changes to work after approval of schematic design, renderings, etc.
- Construction, Contract and Bid Related – Conformance drawings, permit application, as-builts, contract preparation, construction supervision, site visits beyond those mentioned in this proposal.

TERMS AND CONDITIONS

PROFESSIONAL ARCHITECTURAL SERVICES

1. This proposal shall remain valid for thirty (30) days from date of writing. We reserve the right to modify or cancel this proposal beyond that time.
2. Invoices may be submitted monthly with payment due upon receipt. Upon delivery of signed & sealed documents all outstanding balances shall be due. Any balance which shall remain outstanding for more than 45 days, may be subject to interest charges of 1 ½% per month.
3. Either party may choose to terminate this agreement at any time, for any reason. Such a separation shall be done in writing. In the event of any termination, client agrees to pay J.W. Pedersen Architect for all services rendered to the date of termination, all reimbursable expenses, and all reimbursable termination expenses.
4. The client agrees to indemnify, hold harmless, and defend J.W. Pedersen, Architect, P.C. and all its affiliates, employees from and against all loss, injury, and legal liability.
5. The Design Professional's obligation regarding the Client's defense and duty to defend only includes a reimbursement of reasonable attorney's fees and expenses recoverable under applicable law. Such obligation is only to the extent that costs are incurred due to the Design Professional's negligent act, error or omission.

If you find this proposal acceptable, please sign the attached copy of this proposal and return it to our office. Please feel free to call me with any questions you may have concerning this proposal. We look forward to serving you on this project and thank you for your consideration.

Proposal Accepted

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2024-08

Resolution Approving One-Time Compensation Bonus Payments to Certain Authority Employees Based on Increased Hours and Responsibilities in Connection with the Authority's Shared Services Agreements, Management Agreements and Housing Assistance Payment Agreements

WHEREAS, throughout Fiscal Year-Ending 2023, the Housing Authority of the City of Vineland (Authority) has entered into various Shared Services Agreements with other Housing Authorities and other owners to administer Housing Assistance Payment Contracts within the State of New Jersey;

WHEREAS, pursuant to the Shared Services Agreements, the Authority has agreed to provide organizational, managerial, supervisory, coordinating and monitoring services to multiple Housing Authorities within the State of New Jersey;

WHEREAS, pursuant to the Management Agreements, the Authority has agreed to provide organizational, managerial, supervisory, coordinating and monitoring services for owners of subsidized housing;

WHEREAS, pursuant to the Housing Assistance Payment Agreements (HAP Agreements), the Authority has agreed to administer certain HAP contracts;

WHEREAS, in order to provide the aforesaid Managerial Services in accordance with the Shared Services Agreements, Management Agreements and HAP Agreements, certain Authority employees have been required to work additional hours and have assumed additional job responsibilities;

WHEREAS, in recognition of the aforesaid additional time and increased job responsibilities, the Authority wishes to provide those employees with a one-time compensation bonus;

WHEREAS, if approved, the one-time compensation bonus shall be calculated as a percentage of the respective employee's base annual salary not to exceed 18% percent, and shall be commensurate with the additional time and the extent of increased job responsibilities of each respective employee who is eligible for the one-time compensation bonus; and

WHEREAS, the Authority has determined that the Authority employment positions that are eligible for the one-time compensation bonus shall be limited to the following: Assistant Asset Manager–Assistant Executive Director; Assistant Asset Manager–Director of Affordable Housing; Executive Assistant; Compliance Manager, Purchasing Clerk, Operations Coordinator–Community Outreach Specialist, Occupancy Manager – Public Housing/Rental Assistance Demonstration, Occupancy Manager – Section 8 Housing Choice Voucher Program and Executive Director.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Vineland, as follows:

1. The Authority employees who are currently employed in the above-mentioned positions of shall receive a one-time compensation bonus on or about September 30, 2023.
2. The funding source of the one-time compensation bonus shall be derived solely from any increased revenue collected by the Authority in connection with the Managerial Services, Shared Services Agreements and Housing Assistance Payment Agreements for the fiscal year-ending 2023.
3. Additional funding sources for Year-Ending 2023 include additional fees from the Shared Services Agreements with the Ocean City Housing Authority and the Cape May Housing Authority. Specifically, the Ocean City Housing Authority authorized and paid an additional \$10,000, to be distributed as follows: \$5,000 to the Executive Director and \$5,000 to be distributed at the Executive Director's discretion; The Cape May Housing Authority authorized and paid an additional \$5,001 to be distributed to the Executive Director.

4. The compensation bonuses shall be provided as a percentage of the respective employee's annual base salary not to exceed 18% percent, and shall be commensurate with the amount of additional time and the extent of increased job responsibilities of each respective employee, as determined by the Board after consultation with the Executive Director. The one-time compensation bonus shall be calculated as a percentage of the respective employee's base annual salary for the fiscal year-ending 2023.
5. The one-time compensation bonus provided to the Authority's Executive Director shall be provided as a percentage of the Executive Director's annual salary not to exceed 17% percent, and shall be commensurate with the amount of additional time and the extent of increased job responsibilities of the Executive Director, as determined by the Board after consultation with the Authority's solicitor. The one-time compensation bonus shall be calculated as a percentage of the respective employee's base annual salary for the fiscal year-ending 2023.
6. Nothing in this Resolution affects or modifies the aforementioned employees' exempt status under the Fair Labor Standards Act, the New Jersey Wage and Hour Law, and/or any other applicable Federal and State Laws.
7. The one-time compensation bonus shall not be included as part of the respective employees' base salary.
8. The one-time compensation bonus is provided as a one-time payment to the employees for the reasons set forth herein, and does not create any obligation by the Authority or expectation of the employee that additional bonuses will be paid in any other Calendar Year, notwithstanding and regardless of whether the Authority experiences an increase, decrease, or no change in its annual revenue or is the recipient of any additional source(s) of funding.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Asselta

Resolution seconded by Commissioner

Chapman

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones
 Jacqueline S. Jones, Executive Director
 Secretary/Treasurer

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2024-09

**Resolution Authorizing entering into a Contract Agreement with GOGO Security
Replacement of Multi-Sensor Cameras at Asselta Acres**

WHEREAS, there is a need for the Authority to replace failed security equipment; and,

WHEREAS, it is necessary for the Housing Authority of the City of Vineland to purchase security equipment; and,

WHEREAS, the Housing Authority of the City of Vineland has the need on a timely basis to purchase goods or services utilizing national cooperative contracts; and

WHEREAS, the Housing Authority of the City of Vineland, pursuant to N.J.S.A. 52:34-6.2(b)(3), may by resolution and without advertising for bids, join national cooperative purchasing agreements; and

WHEREAS, the Vineland Housing Authority is a registered member agency with Sourcewell with the identification code 54943; and

WHEREAS, the Housing Authority of the City of Vineland intends to enter into a Sourcewell Contract with GOGO Security (#010720-PAN) through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current national contracts; and

WHEREAS, the Housing Authority of the City of Vineland finds it to be in the best interests of said Authority to enter into the GOGO Security (#010720-PAN) contract agreement with GOGO Security for the purchase of Multi-Sensor Cameras in the amount of \$25,352.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the expenditure of funds for the above referenced equipment from GOGO Security, 37 Old Stirling Road, Warren, NJ 07059.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Asselta

Resolution seconded by Commissioner

Chapman

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

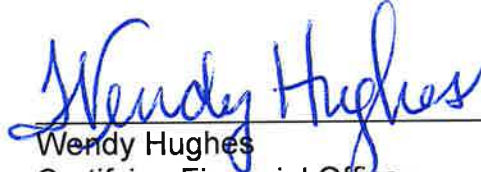
Funding is available for:

PURCHASING SECURITY EQUIPMENT

Multi-sensor Cameras

\$25,352

in the amount totaling **\$25,352** from the VHA/TA Project Construction account. The line item to be charged for the above expenditure is Account #1400-08-000 (Furniture & Equipment – Admin).



Wendy Hughes
Certifying Financial Officer

1/18/24
Date



1/18/2024

Vineland Housing Authority
191 W. Chestnut Ave
Vinland, NJ 08360

Attn: Ron Miller

**RE: Proposal for Replacement of Multisensor Cameras @ Asselta Acres
(Reference Sourcewell Contract 010720-PAN)**

Ron,

We have prepared this proposal for your review and consideration for the replacement of damaged cameras at the Vineland Housing Authority Asselta Acres site. Please refer to the sections below titled *Scope of Work* for specific inclusions, and *Exclusions and Qualifications* for exceptions and clarifying statements.

Base Scope of Work, Camera Replacement:

- Furnish/Install (9) new exterior pole mounted multisensor cameras (Part No. WV-S8531N)
- Install (1) exterior pole mounted camera (Part No. WVS8531N, repaired)
- Install (1) exterior pole mounted camera (Part No. WVS8531N, replaced under warranty)
- Install (2) spare fixed cameras at locations TBD inside Corbin Center (Part No. S2531LN)
- Furnish/Install (1) CAT6 drop for each fixed camera in Corbin Center
- Assign IP addresses to (13) cameras
- Discover/Import (13) IP cameras to VI VMS – coordinate with Miles IT for VLAN configuration as may be required
- Perform field of view adjustments for (13) IP cameras (37 lenses)
- Provide/deliver hydraulic aerial lift equipment for access to pole mounted cameras

The Total Cost Will Be:

**Twenty-Five Thousand, Three Hundred Fifty-Two Dollars and XX/100
\$ 25,352.00**

Add Alt No. 1 Scope of Work, Cabling to Axtell Ave Pole:

- Furnish/Install temporary direct burial RG6 coaxial cable from Corbin Center IT Rm to Axtell Ave Pole
- Provide 6" trench from Corbin Center to Axtell Ave Pole
- Hammer U/G ¾" RGS sleeve below (2) sidewalks for cable path
- Furnish/Install EMT to PVC U/G (underground) to A/G (above ground) transition conduit at Corbin Center
- Furnish/Install EMT to PVC U/G (underground) to A/G (above ground) transition conduit at Axtell Ave Pole
- Install coaxial cable up pole to 1-ch EOC receiver in Nema 4 enclosure
- Terminate coaxial cable ends and connect to camera

The Total Cost For Add Alt No. 1 Will Be:

**Fourteen Thousand, Two Hundred Ninety-Eight Dollars and XX/100
\$ 14,298.00**



Add Alt No. 2 Scope of Work, Cabling to Building 5/6 Rear Pole:

- Furnish/Install temporary direct burial RG6 coaxial cable from Corbin Center IT Rm to Bldg 5/6 Rear Pole
- Provide 6" trench from Corbin Center to Bldg 5/6 Rear Pole
- Furnish/Install EMT beneath roadway within culvert for cable path
- Furnish/Install EMT to PVC U/G (underground) to A/G (above ground) transition conduit at Corbin Center
- Furnish/Install EMT to PVC U/G (underground) to A/G (above ground) transition conduit at Bldg 5/6 Rear Pole
- Install coaxial cable up pole to 1-ch EOC receiver in Nema 4 enclosure
- Terminate coaxial cable ends and connect to camera

The Total Cost For Add Alt No. 2 Will Be:

Fourteen Thousand, Two Hundred Ninety-Eight Dollars and XX/100

\$ 14,298.00

Exclusions and Qualifications:

- Installation locations for spare fixed mounted cameras shall be interior locations
- Installation of conduit is not included
- Testing, troubleshooting, repairing and/or replacing existing cables is not included
- Existing cables intended for re-use are assumed to be in a condition feasible for re-use
- Equipment lead times are TBD upon receipt of purchase order
- I-Pro currently has S8531N in stock
- Installation is weather dependent – hydraulic lifts cannot reliably operate in temperatures below 32°F
- The proposed Add Alt(s) are considered temporary installations – direct burial depth will be at 6" below grade
- Spare parts are not included
- NJ sales tax is not included

Thank you for the opportunity to provide you with this proposal. If you have any questions at all, please feel free to contact me by phone at 908-956-4454, or via email at chris@gogosecurity.com.

Regards,



Christopher Nielowocki
Managing Member

Estimate Detail
BASE SCOPE - CAMERA REPLACEMENT

Date: 1/17/2024
Project: Surveillance System Repairs @ VHA Asselta Acres
Owner: Vineland Housing Authority
 Ron Miller (Director)
 856-691-4099
 191 West Chestnut Ave
 Vineland, NJ 08360
Sourcewell Contract No.: 010720-PAN

Brand	Category	Part No.	Product Description	MSRP	Discount % off MSRP	Contract Not-to-Exceed (NTE) Price	QTY	Ext. Price
i-PRO Americas	Security Camera Accessories	WV-58531N	4X4H2I8MMP MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA. H.265/H.264/MIPEG 3.2-5.7MM 2.5X MOTORIZED ZOOM LENS. 1920X1080PIKEL UP TO 30FPS. IP66, IK10, CLEAR-SIGHT COATING. 5 YEAR WARRANTY. VIDEO INSIGHT 7.8 2 OR HIGHER. WHITE COLOR	\$2,742.88	25.00%	\$2,057.16	9	\$18,514.44
i-PRO Americas	Security Camera Software & Services	ST-DEPCIOUTD	Security Camera Installation (One Hour) - Outdoor Camera - difficult mount or height above 12 feet. Does not include cabling.	\$237.88	2.00%	\$233.13	16	\$3,730.08
i-PRO Americas	Security Camera Software & Services	ST-DEPCILABOR	One hour of labor for security installation solutions.	\$132.16	2.00%	\$129.51	24	\$3,108.24
								\$25,352.76

Price Summary	
Material	\$18,514.44
Labor	\$6,838.32
Subtotal	\$ 25,352.76
Overhead	-
Subtotal	\$ 25,352.76
Profit	-
Total	\$ 25,352.76

Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey

RESOLUTION #2024-10

A Resolution Authorizing Community Outreach Petty Cash Account

WHEREAS, it is necessary from time to time for the Community Outreach Specialist, Executive Director and Executive Staff of the Housing Authority of the City of Vineland to pay for community outreach expenses through a petty cash fund; and

WHEREAS, the Housing Authority of the City of Vineland desires to establish a Community Outreach Petty Cash Account in the amount of \$500; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of the City of Vineland approves the Community Outreach Petty Cash Account in the amount of \$500.

ADOPTED: January 18, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Asselta

Resolution seconded by Commissioner

Chapman

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti				✓
Brian Asselta	✓			
Albert Porter				✓
Iris Acosta-Jimenez	✓			
Mario Ruiz-Mesa – Chairman	✓			

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on January 18, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones
Jacqueline S. Jones, Executive Director
Secretary/Treasurer