
*Housing Authority of the
City of Vineland*

191 W. Chestnut Ave. – Vineland, NJ 08360



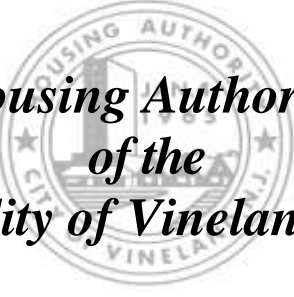
Board of Commissioners'

Meeting

February 16, 2023

6 p.m.

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



**Housing Authority
of the
City of Vineland**

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

Telephone: 856-691-4099
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Jacqueline S. Jones, Executive Director

February 10, 2023


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, February 16, 2022 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, February 16, 2023
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 15, 2022
Approval of Minutes of the Regular Meeting conducted on January 19, 2023
5. Fee Accountant's Report
6. Executive Director's Report
7. Committee Report
8. Old Business – Rick Ginnetti, The Brooke Group – Scattered Sites
9. New Business
10. Resolutions:
 - # 2023-07 Monthly Expenses (**updated**)
 - # 2023-08 Appoint Risk Management Consultant
 - # 2023-09 Providing Management Services to the Buena Housing Authority

Executive Session if required
11. Comments from the press and/or public (*limited to 5 minutes for each speaker*)
12. Comments from Board Members
13. Adjournment

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, January 19, 2023
6:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Ruiz-Mesa on Thursday, January 19, 2023, at 6:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

Chairman Ruiz-Mesa turned the meeting over to solicitor, Harry Furman. Mr. Furman swore in new Commissioner Iris Acosta-Jimenez.

The following Commissioners were present:

Commissioner Chris Chapman
Commissioner Daniel Peretti (*Absent*)
Commissioner Brian Asselta (*Absent*)
Commissioner Michael Green
Commissioner Albert Porter
Commissioner Iris Acosta-Jimenez
Chairman Mario Ruiz-Mesa

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Harry Furman, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa changed the order of business and moved to Committee Reports.

Committee Report: Commissioner Chapman reported re-organization committee consisting of himself, Chairman Ruiz-Mesa and Commissioner Asselta met and the committee propose to nominate again Mario Ruiz-Mesa as Chairman and Daniel Peretti as Vice-Chairman. He turned the meeting over to Mr. Furman. Mr. Furman stated the nominations as Commissioner Chapman reported are accepted and he opened the meeting for additional nominations. Seeing none, he closed the nominations and entertained for a motion for election of the nominations reported by Commissioner Chapman. A motion was made by Commissioner Porter; seconded by Commissioner Green. The following vote was taken:

Commissioner Chris Chapman
Commissioner Daniel Peretti (*Absent*)
Commissioner Brian Asselta (*Absent*)
Commissioner Michael Green
Commissioner Albert Porter
Commissioner Iris Acosta-Jimenez
Chairman Mario Ruiz-Mesa

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on December 15, 2022. Tabled for next month.

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the three months ending December 31, 2022. Chairman Chapman commented that no money was spend on resident meals. Mrs. Jones stated that for

years Wheat Road Cold Cuts was providing daily meals for the VHA's Seniors and VHA Staff would deliver the meals. Wheat Road Cold Cuts was not interested in providing the meals anymore. Pat Harrison, who runs the program for the VHA, solicited numerous vendors and no one wanted to be involved in it. Mrs. Jones believes these vendors were concerned about a State inspection in their kitchen. The need was approximately 20 meals a day. The solution was to have the Seniors signed up for Meals on Wheels, which happens to be operated out of the VHA's Brown Center. The VHA staff continues to deliver these meals to the Congregate residents. Therefore, the VHA is not paying for meals and this will be adjusted with the State. The State will fund the VHA for the labor to pickup the meals and deliver them. This program is shrinking possibly due to more self-sufficient Seniors. The program consists of meals, light housekeeping, shopping and laundry. The cost is based on the resident's income and is very affordable. Currently, the meals are free to the residents through Meals on Wheels.

Commissioner Porter asked for clarification on the Tenant Services line item. Mrs. Jones reported the tenant services is always budgeted for the Corbin Center in case of any programs for the children. According to HUD's regulations the Authority needs to spend a minimum of \$25 on each resident for some sort of resident services program. The VHA provides a holiday party every year and this is how it contributes to the requirement. Mrs. Jones stated there is an organized holiday party for Tarkiln, D'Orazio, Kidston and Olivio. It is difficult to reach out to the families, but there is a food drive for the families. VHA Staff picks up the food items and makes packages for the families. Tenant Services can be activities such as a Life Skills Program or a summer program.

Executive Director's Report:

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported Kidston and Olivio Towers renovation project update is listed on her written report, but the project is almost finished. The public rest rooms, kitchen water filtration system are being install, a few windows in common areas and replacing the front canopy entrance and letters at Olivio Towers. All of the plumbing piping inside going to all the units of Kidston was replaced. The residents of the last riser are now moving back into their own apartments. The Authority is done moving residents around. There were some issues regulating the hot water, but this has been resolved. The Community Room at Kidston was updated and we are currently looking for new furniture.

The Authority is going to start working on some projects that were put on hold. The spec stage for Tarkiln Acres roof replacement has begun. The elevator refurbishment at Olivio Towers will be a big job and is in process. The Authority has an elevator consultant to assist with the specs and to evaluate the bids when they are submitted. A few years ago elevators at Kidston Towers were refurbished.

Over the last couple of months, there were discussions on how to keep some of the Scattered Sites and then sell the ones on the outskirts of the city. The Authority is in the process of evaluating the homes that the Authority will keep and determining if some of the residents in those homes have to move. The reason they would have to move is if they are over housed. If they are elderly/disabled they may be offered a unit in one of the Authority's other projects or we can offer them a voucher. If they are under 62 and not disabled, they may be offered a voucher as well. They would maintain their rental subsidy but in the right size unit based on their family composition. Currently, there are no scattered houses for sale. Next month consultant, Rick Ginnetti, will present to the Board about this project. The Authority will convert all of the scattered sites its keeps to the RAD program because there will be more funding in that program than Public Housing. Once all the Authority sells the Scattered Sites homes that it is not going to keep then the Authority can move on the renovation of D'Orazio Terrace. There is a possibility that some of these houses can be sold in a lot or auctioned. The Authority has to sell them within 20% of the appraisal. Once it is determined which homes the Authority will keep, a full assessment will need be done by an outside company on every home for needed repairs. Before HUD permits

the Authority to change its funding to RAD, they want to make sure the houses are renovated properly. The Authority has renovated a lot of the houses over the years, but there are a couple in dire need. This will be discussed further next month with Rick Ginnetti.

The waiting list has been opening and closing periodically depending on vacancies and need for applicants. The Authority likes to keep the waiting list relatively small because it is then fresh and it permit the staff to communicate with the applicants more efficiently. Currently, there are 275 people on the elderly/disabled list. There has been difficulty renting units as quickly as prior to the pandemic. More than ever, people are not responding to the Authority. There are also a couple of other Senior projects in town. They are newer but are not deeply subsidized like the Authority's. They are tax credit properties and are "affordable" rent, but this does not mean they are affordable to Seniors. The waiting list will be reopened. Mrs. Jones briefly discussed preferences. Commissioner Chapman verified letters are physically being mailed to the applicants and if there is the ability to offer them a multitude of ways to connect with them. Mrs. Jones stated in order to apply now applicants need to have an email address. If someone does not have an email address and they call requesting an application, a hard copy is provided to them. Mrs. Jones briefly discussed the process of communicating and requesting information from the applicants. There are also applicants who are the waiting list and turn down units. Because the waiting list does not have a lot of people with the Vineland preference these people keep coming up again. Applicants are turning down units for various reasons. They do not want to stop smoking or they say the units are too small and their furniture will not fit in the unit. Chairman Ruiz-Mesa asked if the apartments at the old Newcomb Hospital are open. Mrs. Jones stated some of the applicants that applied for the Authority's housing are now being contacted by that development because they are starting to lease up. Mrs. Jones stated the Authority's applicants generally are not in the income level to afford those units.

Old Business: None.

New Business: None.

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

Resolution #2023-01
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$1,760,311.92. The increase is due to an intercompany check to clear some interfund transfers, the pilot was paid to the City, half of the JIF insurance bill as well as payment to software vendor. A motion was made by Commissioner Chapman; seconded by Commissioner Porter. The following vote was taken:

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

Resolution #2023-02

Resolution Designating Official Newspaper for the Vineland Housing Authority

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-02. Mrs. Jones stated this resolution is passed every year for the Authority to designate its advertising papers. A motion was made by Commissioner Porter; seconded by Commissioner Chapman. The following vote was taken:

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

Commissioner Porter excused himself from the meeting.

Resolution #2023-03

Rescinding Resolution #2022-63

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-03. Mrs. Jones stated the Authority entered into a service agreement with Omega Pest Management who the Authority has used for a couple years and have been satisfied. They have been sold to Terminix and then Terminix was sold to Rentokill. The new company will not execute the contract. Mr. Furman explained Omega never entered and signed the contract but in the interim sold to Terminix. Terminix stated they did not go through the RFP but have all the necessary qualifications and will fulfill the contract. The Authority was unable to get the contract signed, but then Terminix was sold to Rentokill. Mr. Furman is leery into setting a precedence where the Board enters into an RFP process in good faith and awards a contract that the bidder doesn't sign that and a subsequent purchaser will get the benefit of the RFP originally. Rentokill wants to provide their service their way and not follow the RFP or sign the contract. Mr. Furman recommends putting the Pest Control Services out to bid again. In the meantime, the Authority will get pricing without a bid in the interim or get services on an emergency basis. A motion was made by Commissioner Chapman; seconded by Commissioner Green. The following vote was taken:

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

Resolution #2023-04
**Authorizing Shared Services Agreement with the City of Vineland
for the Acquisition of Rock Salt**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-04. A motion was made by Commissioner Chapman; seconded by Commissioner Green. The following vote was taken:

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

Commissioner Porter returned to the meeting.

Resolution #2023-05
**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**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-05. For the purpose of the new commissioners, Chairman Ruiz-Mesa stated in addition to managing the Vineland Housing Authority Mrs. Jones with her staff also manages the Cape May, Ocean City and Buena Housing Authorities, which brings income to the VHA. Mrs. Jones stated the VHA has had Shared Services Agreements since 2008. A few years ago, the bonus program was instituted. The reason it was instituted is because when the VHA took on the additional housing authorities it did not change anyone's base pay. The reason for that is if the VHA lost any of these Shared Services Agreements with any of these housing authorities it would not have to worry about going back and adjusting an employee's base pay. A motion was made by Commissioner Porter; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2023-06
Granting an Official Leave of Absence (Workman's Compensation)

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-06. Mrs. Jones explained this employee is out on workman's comp and a resolution is required to provide to the employee to enable him to pay his life insurance through the Pension System. A motion was made by Commissioner Porter; seconded by Commissioner Green. The following vote was taken:

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

There is no need for Executive Session.

Chairman Ruiz-Mesa asked for comments from the press and/or public. No press or public comments. Chairman Ruiz-Mesa asked for comments from Board Members. No comments.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Green. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:49 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE FOUR MONTHS ENDED JANUARY 31, 2023

	<u>ANNUAL BUDGET</u>	<u>BUDGET THRU JANUARY</u>	<u>ACTUAL THRU JANUARY</u>	<u>FROM BUDGET (+OVER/-UNDER)</u>
<u>INCOME</u>				
TENANT RENT	802,860	267,620	255,751	(11,869)
OTHER INCOME MISC.	9,770	3,257	6,670	3,413
PHA OPERATING SUBSIDY	375,760	125,253	141,157	15,904
HUD ASSET REPOSITIONING FEE	82,000	27,333	76,586	49,253
SECTION 8 ADMIN. FEE INCOME	925,930	308,643	359,284	50,641
CAPITAL FUNDS	849,030	283,010	0	(283,010)
FSS GRANT-PH	95,000	31,667	31,667	0
CSP-CONGREGATE SERVICES INCOME	98,000	32,667	6,221	(26,446)
INVESTMENT INCOME	2,720	907	1,156	249
CF MANAGEMENT FEE	57,700	19,233	0	(19,233)
MGMT FEE-PH	142,000	47,333	46,039	(1,294)
MGMT FEE-SEC 8	135,070	45,023	43,944	(1,079)
MGMT FEE-MELROSE	10,200	3,400	936	(2,464)
MGMT FEE-RAD	311,000	103,667	163,456	59,789
BOOKKEEPING FEE	13,350	4,450	4,455	5
BOOKKEEPING FEE-SEC 8	84,420	28,140	27,465	(675)
ASSET MGMT FEE	20,640	6,880	6,610	(270)
SHOP RENT	64,800	21,600	21,600	0
INCOME FROM OTHER AUTHORITIES	326,000	108,667	120,159	11,492
SERVICE INCOME FROM MELROSE	47,000	15,667	16,707	1,040
MISCELLANEOUS INCOME	5,030	1,677	12,046	10,369
TOTAL INCOME	4,458,280	1,486,093	1,341,909	(144,184)
<u>EXPENSES</u>				
ADMINISTRATION:				
ADMINISTRATIVE SALARIES	1,031,000	343,667	350,482	6,815
PAYROLL TAXES	87,300	29,100	27,710	(1,390)
HEALTH BENEFITS	338,840	112,947	85,520	(27,427)
PENSION EXPENSE	96,800	32,267	40,108	7,841
CRIMINAL BACKGROUND CHECKS	11,910	3,970	731	(3,239)
TNT/EMPL SCREENING	14,500	4,833	6,319	1,486
LEGAL-GENERAL	30,250	10,083	5,628	(4,455)
LEGAL-OTHER	8,500	2,833	0	(2,833)
STAFF TRAINING	11,000	3,667	995	(2,672)
TRAVEL	3,750	1,250	0	(1,250)
ACCOUNTING	85,000	28,333	28,333	(0)
AUDITING	34,400	11,467	11,467	0
PORT OUT ADMIN FEES	4,500	1,500	904	(596)
MANAGEMENT FEES	276,990	92,330	89,983	(2,347)
BOOKKEEPING FEES	97,770	32,590	31,920	(670)
ASSET MGMT FEES	20,640	6,880	6,610	(270)
CONSULTANTS	10,000	3,333	0	(3,333)
IT CONSULTANTS	82,000	27,333	29,285	1,952

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE FOUR MONTHS ENDED JANUARY 31, 2023

	ANNUAL BUDGET	BUDGET THRU JANUARY	ACTUAL THRU JANUARY	FROM BUDGET (+OVER/-UNDER)
CONSULTANTS-RAD	8,000	2,667	0	(2,667)
RAD CONVERSION EXPENSES	6,000	2,000	0	(2,000)
MEMBERSHIP DUES/FEES	6,800	2,267	1,526	(741)
PUBLICATIONS	1,500	500	0	(500)
ADVERTISING	5,000	1,667	1,732	65
OFFICE SUPPLIES	15,500	5,167	4,672	(495)
COMPUTER & SOFTWARE EXPENSES	150,900	50,300	40,485	(9,815)
FUEL-ADMIN	3,000	1,000	0	(1,000)
PHONE AND INTERNET	42,400	14,133	10,963	(3,170)
POSTAGE	9,400	3,133	2,188	(945)
COPIER SUPPLIES	10,100	3,367	4,798	1,431
INSPECTION FEES	13,700	4,567	4,125	(442)
MISCELLANEOUS EXPENSES	22,360	7,453	6,963	(490)
TOTAL ADMINISTRATION EXPENSES	<u>2,539,810</u>	<u>846,603</u>	<u>793,447</u>	<u>(53,156)</u>
TENANT SERVICES:				
SALARIES-CONGREGATE SERVICES	45,860	15,287	9,456	(5,831)
PAYROLL TAXES	4,030	1,343	748	(595)
MEALS	44,000	14,667	0	(14,667)
FSS ESCROWS-PH	6,890	2,297	0	(2,297)
OTHER	66,450	22,150	4,285	(17,865)
TOTAL TENANT SERVICES	<u>167,230</u>	<u>55,743</u>	<u>14,489</u>	<u>(41,254)</u>
UTILITIES:				
WATER	38,630	12,877	11,003	(1,874)
ELECTRIC	168,190	56,063	52,090	(3,973)
GAS	35,130	11,710	10,120	(1,590)
GARBAGAE/TRASH REMOVAL	20,200	6,733	6,181	(552)
SEWER	59,920	19,973	20,030	57
TOTAL UTILITIES EXPENSE	<u>322,070</u>	<u>107,357</u>	<u>99,424</u>	<u>(7,933)</u>
ORDINARY MAINTENANCE AND OPERATIONS:				
MAINTENANCE LABOR	441,000	147,000	88,578	(58,422)
PAYROLL TAXES	31,300	10,433	7,010	(3,423)
HEALTH BENEFITS	63,360	21,120	13,532	(7,588)
PENSION EXPENSE	70,100	23,367	15,528	(7,839)
MAINTENANCE UNIFORMS	1,810	603	1,320	717
VEHICLE GAS, OIL, GREASE	30,550	10,183	8,064	(2,119)
MATERIALS	159,340	53,113	25,094	(28,019)
CONTRACT-COSTS	169,150	56,383	53,241	(3,142)
REPAIRS-VEHICLES	7,880	2,627	3,462	835
RENT EXPENSE	18,570	6,190	6,192	2
EXTERMINATION	8,800	2,933	0	(2,933)
TRASH REMOVAL	9,200	3,067	2,615	(452)
TOTAL ORDINARY MAINT. & OPERATIONS EXP.	<u>1,011,060</u>	<u>337,020</u>	<u>224,636</u>	<u>(112,384)</u>

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE FOUR MONTHS ENDED JANUARY 31, 2023

	<u>ANNUAL BUDGET</u>	<u>BUDGET THRU JANUARY</u>	<u>ACTUAL THRU JANUARY</u>	<u>FROM BUDGET (+OVER/-UNDER)</u>
GENERAL EXPENSES:				
BAD DEBTS	28,300	9,433	9,433	(0)
COMPENSATED ABSENCES	25,800	8,600	8,600	0
FSS ESCROWS-SEC 8	30,000	10,000	14,666	4,666
INSURANCE	156,430	52,143	51,166	(977)
OTHER GENERAL EXPENSES	1,500	500	500	0
PAYMENTS IN LIEU OF TAXES	53,140	17,713	17,195	(518)
PORT-IN HAP EXPENSE	500	167	0	(167)
REPLACEMENT RESERVES	95,000	31,667	31,667	0
RETIREE HEALTH BENEFITS	50,320	16,773	20,733	3,960
TOTAL GENERAL EXPENSES	<u>440,990</u>	<u>146,997</u>	<u>153,960</u>	<u>6,963</u>
TOTAL OPERATING EXPENSES	<u>4,481,160</u>	<u>1,493,720</u>	<u>1,285,956</u>	<u>(207,764)</u>
PROFIT (LOSS) EXCLUDING HAP	<u>(22,880)</u>	<u>(7,627)</u>	<u>55,953</u>	<u>63,580</u>
HAP REVENUES	6,700,000	2,233,333	2,628,988	395,655
HAP EXPENSES	6,670,000	2,223,333	2,541,797	318,464
NET HAP (LOSS)	<u>30,000</u>	<u>10,000</u>	<u>87,191</u> *	<u>77,191</u>
GRAND TOTAL PROFIT (LOSS)	<u>7,120</u>	<u>2,373</u>	<u>143,144</u>	<u>140,771</u>
UNRECONCILED HUD HELD RESERVES AT 01/31/23			<u>410,376</u>	
GRAND TOTAL PROFIT (LOSS) AFTER HUD HELD RESERVES			<u>553,520</u>	

Housing Authority of the City of Vineland

Administrative Report

DATE: February 8, 2023

TO: Board of Commissioners, Vineland Housing Authority

FROM: Jacqueline S. Jones, Executive Director

SUBJECT: Monthly Report (Stats for January 2023)

PERIOD: January 12, 2023 to February 8, 2023

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
D’Orazio	12/07/2018	TBD	TBD

Renovation Projects – Complete or On Hold

Scope of Work	Work Status	Comments
Asselta Acres – New Cameras & Recording System	Awarded at March 2021 Meeting	12/2021 Update – This project is complete;
KT/OT Roof Replacements	Contract Awarded/In Progress/	11/2021 Update – Project is complete and closed out;
Tarkiln Acres – Roof Replacements	In Planning Stage – On Hold	6/2021 – No Update; 9/2021 – A&E proposals received and under review;
KT/OT – Elevator Refurbishment;	Bid opening on 5/17/22	6/2021 – Project kickoff meetings scheduled with Architect; 8/2021 – Project scope has been determined, working with Professional Team on design documents; 5/2022 update: Receiving bids on 5/17/22 for Modernization & Maintenance of Elevators;

Kidston & Olivio Towers – Renovation Projects - Active

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 - Active

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

Scope of Work	Work Status	Comments
<p style="text-align: center;">KT/OT Exterior Renovations (Façade caulking/sealing & selective repointing);</p> <p style="text-align: center;">KT – New elevator lobby windows; stair tower window replacement;</p> <p style="text-align: center;">OT – Complete window replacement in units & communal areas; painting of A/C sleeves; replace window unit stools throughout;</p> <p style="text-align: center;"><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 style="text-align: center;">Contract Award Expected April 2021</p>	<p style="text-align: center;">Continued from above:</p> <p style="text-align: center;"><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; 9. 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>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;

<u>Kidston & Olvio Towers – Renovation Projects - Active</u>	Work Status	Comments
<p style="text-align: center;">Scope of Work</p> <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 style="text-align: center;">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>

<u>Kidston & Olivio Towers – Renovation Projects – Active</u>	Work Status	Comments
<p style="text-align: center;">Scope of Work</p> <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>6/2022 Update: E & F risers are complete; Work on J & K risers is in process; Remaining risers are A,B,C,D & I.</p> <p>7/2022 Update: J & K risers are complete; Work on C & D risers is in process; Remaining risers are A, B & I.</p> <p>8/2022 Update: Work on C & D risers is in process; Remaining risers are A, B & I.</p>	<p style="text-align: center;">July- August 2021 Award Anticipated</p>	<p>Continued from above:</p> <p>9/2/022 Update: Work on A & C risers is in process; The final riser is I; Working towards a 12/2022 completion date;</p> <p>10/2022 Update: Work on A & B risers is in process; The final riser is I; Working towards a 12/2022 completion date;</p> <p>11/2022 Update: Positive and Negative plumbing change orders for board meeting resolution; Two risers left to complete – B & I risers are in process; B wrapping up in 2 weeks; still working towards a 12/2022 completion; main supply line replacements to be done with water service interruption expected to be a maximum of 8 hours;</p> <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 through out 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>

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 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;
- *Scattered Site homes are listed for sale as they become vacant;*

SCATTERED SITE HOMES STATUS SUMMARY				
DATE	UNDER CONTRACT	LISTED	SOLD	TOTAL HOMES
				72 Total
				-10 Not Selling
				62 Balance
<i>May 14, 2022</i>	<i>1</i>	<i>2</i>	<i>-3</i>	<i>59 Balance</i>
<i>June 10, 2022</i>	<i>-1 (seller backed out)</i>	<i>3</i>	<i>-1</i>	<i>58 Balance</i>
<i>July 14, 2022</i>	<i>2 /-1 (seller backed out)</i>	<i>1</i>	<i>0</i>	<i>58 Balance</i>
<i>August 1, 2022</i>	<i>1</i>	<i>3</i>	<i>0</i>	<i>58 Balance</i>
<i>September 8, 2022</i>	<i>1</i>	<i>0</i>	<i>-1</i>	<i>57 Balance</i>
<i>September 30, 2022</i>			<i>-1</i>	<i>56 Balance</i>
<i>November 10, 2022</i>			<i>-1</i>	<i>55 Balance</i>
<i>December 8, 2022</i>	<i>4331 Roberts Dr</i>		<i>-1</i>	<i>54 Balance</i>
Total			8	

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 on 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;

Melrose Court

The property is 100% occupied and is financially sound. The waiting list is strong with applicants.

Board of Commissioners NJ Local Housing Authority Training Program Status

Commissioner	Training Program Status
Brian Asselta	Completed
Chris Chapman	Completed
Mario Ruiz-Mesa	Completed
Daniel J. Peretti, Jr.	Completed
Michael Green, Sr.	In Process
Albert D. Porter	In Process
Iris Acosta-Jimenez	Registered for all (5) Five Classes

- **The Spring 2023 Schedule for the NJ Local Housing Authority and Redevelopment Training Program classes can be found here: <https://cgs.rutgers.edu/programs/housing>**
- **Please contact Gloria Pomales, Executive Assistant, to register for these classes – gpomales@vha.org or 856-691-4099 Ext 106. All classes are at the expense of the Authority.**

Program Statistics Report

10/2022 - 10/2023

Jan2023

Dec2022

Nov2022

Tenant Accounts Receivable			
Number of "non-payment of rent" cases referred to the solicitor	5	16	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	14	43	24
Total number of units inspected year-to-date - all sites	99	85	42
City Inspections	0	0	44
Occupancy			
Monthly Unit Turnaround Time (Avg) (Down, Prep & Leasup Time)	35	81	61
Annual Unit Turnaround Time (For Fiscal Year)	65	75	72
Monthly - Number of Vacancies Filled (this month)	5	6	9
Monthly - Average unit turnaround time in days for Lease Up	6	28.00	18
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	11	18	9
PIC Score	92.00	87.55%	94.34%
Occupancy Rate (excludes Kidston rehab units and Scattered Sites)	92.33%	95.67%	96.33%
Public Housing & RAD Waiting List Applicants			
Families - All lists open until 2/28/2023.	268	254	235
Elderly (Seniors - 62+)/Disabled - All lists until 2/28/2023.	248	275	247
Average work order turnaround time in days - Tenant Generated	0.12	0.14	0.13
Number of routine work orders written this month	606	521	533
Number of outstanding work orders from previous month	963	908	867
Total number of work orders to be addressed this month	1569	1429	1,400
Total number of work orders completed this month	591	466	492
Total number of work orders left outstanding	978	963	908
Number of emergency work orders written this month	1	10	1
Total number of work orders written year-to-date	2,312	1,706	1,185
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	6	14	5
Section 8			
Level of leased units of previous month was:	937	924	922
Level of leased units this month is:	929	937	924
Number of increased leased-units over last month	-8	13	2
Total number of units inspected this month	36	26	23
Programs (Voucher):			
ABA Utilization %	84.99%	102.64%	107.02%
Repayment Agreements	29	29	29
Total repayments due YTD	\$86,843	\$86,843	\$87,903
Total repayments received YTD	\$5,559	\$5,559	\$4,499
PIC Score (Oakview added 10/13)	90.42%	91.98%	93.52%
Section 8 Housing Choice Voucher Waiting List Applicants - Closed 11/19/2021	2187	2,187	2,191
Section 8 Project Based Waiting List Applicants- Oakview - OPEN	272	264	237
Section 8 Project Based Waiting List Applicants- Buena HA - CLOSED	173	173	174
Section 8 - Percentage Housed Based on Income Limit - ELI vs VLI/LI	67%/33%	70%/30%	65%/35%
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	10	25	18
The number of residents signed on to the program. (FSS Contracts).	23	20	20
The number of FSS Participants with established escrow accounts.	21	19	12
Number of residents in need of employment skills (GED, DL, Job Training.)	3	2	3
The number of meetings, workshops and case management services	4	12	6
Congregate Services			
Number of clients on the Congregate Program	39	19	20
Number of clients on Meal Program	0	0	0
Number of clients on Homemaking Program	13	20	20

Program Statistics Report

10/2022 - 10/2023

Jan2023

Dec2022

Nov2022

Number of clients on Laundry Services (This service is included in housekeeping)	18	16	17
Number of clients on Shopping Services (This service is included in housekeeping)	8	8	8
Registered Nurse			
Number of clients served this month	113	119	107
Blood Pressure Clinics (clinics) # of residents attending	0	0	0
Health Assessments/re-assessments	11	5	6
Meds Supervision	38	39	47
VHA - (FAMILY SW)			
Number of Residents on ROSS (Family)	10	25	25
Number of residents that received case management services	10	25	18
Number of Meetings	0	12	45
Number of residents enrolled in academic/employment workshops (FSS)	3	2	3
VHA - (MEDICAL)			
Number of residents received health assessment	11	5	6
Number of residents health activities of daily living assessments.	11	5	6
Resident's medicine monitoring/supervision for month	38	39	47
Self-sufficiency - improved living conditions.	11	5	6
Community Development Block Grant Program			
Clients Served			
Number of new clients served	2	0	0
Number of ongoing clients	66	64	64
Total clients currently being served this month	11	25	45
Income			
Median Family Income (MFI)	0	0	0
Moderate 80%-51% (MFI)	24%	22%	22%
Low 50%-31% (MFI)	27%	28%	28%
Very Low 30%-0% (MFI)	48%	50%	50%
Total	100%	100%	100%
Client Demographics			
White	7	7	7
Black	6	5	5
American Indian	0	0	0
Asian	0	0	0
Other	0	0	0
Hispanic	50	49	49
Non-Hispanic	16	15	15

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

RESOLUTION #2023-07

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 \$1,779,248.53.

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: February 16, 2023

MOVED/SECONDED:

Resolution moved by Commissioner

Chapman

Resolution seconded by Commissioner

Porter

VOTE:

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

VINELAND HOUSING AUTHORITY



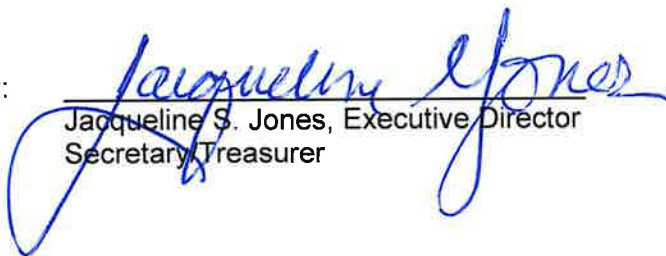
BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on February 16, 2023 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

Jacqueline S. Jones, Executive Director
Secretary/Treasurer



HOUSING AUTHORITY OF THE CITY OF VINELAND
 BOARD MEETING
 LIST OF CHECKS
 2/16/23

<u>CHECK NO.</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
	SECTION 8 HAP PROGRAM	\$ 679,174.00
3622, 3629 - 3673	LANDLORD/TENANT CHECKS AND OTHER	\$ 45,693.00
18823 - 18991	DIRECT DEPOSITS-LANDLORDS HAPS	\$ 633,481.00
	SECTION 8 ADM FEE ACCOUNT	238,538.84
676 - 682, 20230260425 & 20230380127	COMPUTER CHECKS- Ocean First	\$ 238,538.84
	COMPUTER CHECKS- BB&T	\$0.00
	SECTION 8 NHOP	
	COMPUTER CHECKS	\$0.00 0.00
	NHOP INVESTMENTS	0.00
	COMPUTER CHECKS- Ocean First	\$0.00
	COMPUTER CHECKS- BB&T	\$0.00
	OCEAN FIRST BANK PH SECURITY DEPOSIT	
212 - 212	COMPUTER CHECKS	438.84
	OCEAN FIRST BANK FSS ESCROW	
	COMPUTER CHECKS	0.00
	CAPITAL BANK GEN/FUND PH	
2503 - 2513 20230260424, 20230380126, 20230380152 & 20230380158	COMPUTER CHECKS	376,503.51
	COCC CASH ACCOUNT	
11636 - 11736 22922221, 26848910, 29559413, 229222211, 268489101, 295549131 & 710202152023	COMPUTER CHECKS	151,442.51
	COCC EXPENDITURES	
	PAYROLL	01/20/22 - 02/03/23 232,618.15
	PAYCHEX INVOICES	01/20/22 - 02/03/23 1,056.33
	PAYROLL TAX LIABILITY	01/20/22 - 02/03/23 24,597.41
	HEALTH BENEFITS PAID	Feb-23 60,281.58
	PENSION PAYMENTS	Jan-23 14,597.36
	TOTAL	\$ 1,779,248.53

Payment Summary

perty=.all AND Bank=sec8hap AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
sec8hap - Section 8 HAP	3622	t0015625 - MACIN	2/6/2023	02-2023	-73.00
sec8hap - Section 8 HAP	3629	0ahcpv - AFFORDABLE HOUSING CORPORATION	1/24/2023	01-2023	1,097.00
sec8hap - Section 8 HAP	3630	0ahctaaa - AFFORDABLE HOUSING CORPORATION	1/24/2023	01-2023	8,023.00
sec8hap - Section 8 HAP	3631	0ahcvktot - AFFORDABLE HOUSING CORP OF VINELANI	1/24/2023	01-2023	16,866.00
sec8hap - Section 8 HAP	3632	0buebor - BOROUGH OF BUENA HOUSING AUTHORITY	1/24/2023	01-2023	659.00
sec8hap - Section 8 HAP	3633	0ochabvsvp - OCEAN CITY HSING AUTH- BVM/SPEITEL	1/24/2023	01-2023	4,184.00
sec8hap - Section 8 HAP	3634	0radoak - RADIANT OAKVIEW APARTMENTS LLC	1/24/2023	01-2023	1,524.00
sec8hap - Section 8 HAP	3635	0caguas - CAGUAS OF MUNICIPALITY	2/1/2023	02-2023	366.00
sec8hap - Section 8 HAP	3636	0millif - LIFESPRING OF MILLVILLE INC	2/1/2023	02-2023	577.00
sec8hap - Section 8 HAP	3637	0oakview - OAKVIEW APARTMENTS LLC	2/1/2023	02-2023	0.00
sec8hap - Section 8 HAP	3638	0osccos8 - OSCEOLA COUNTY HOUSING	2/1/2023	02-2023	960.00
sec8hap - Section 8 HAP	3639	t0000388 - RODRIGUEZ	2/1/2023	02-2023	108.00
sec8hap - Section 8 HAP	3640	t0000624 - GUNN	2/1/2023	02-2023	104.00
sec8hap - Section 8 HAP	3641	t0000660 - COLON	2/1/2023	02-2023	303.00
sec8hap - Section 8 HAP	3642	t0002385 - CARRION	2/1/2023	02-2023	42.00
sec8hap - Section 8 HAP	3643	t0003357 - KENNEDY	2/1/2023	02-2023	64.00
sec8hap - Section 8 HAP	3644	t0003585 - SCRUGGS	2/1/2023	02-2023	23.00
sec8hap - Section 8 HAP	3645	t0004557 - RAMOS	2/1/2023	02-2023	48.00
sec8hap - Section 8 HAP	3646	t0004781 - LIDDICK	2/1/2023	02-2023	124.00
sec8hap - Section 8 HAP	3647	t0004846 - ROTHMALLER	2/1/2023	02-2023	101.00
sec8hap - Section 8 HAP	3648	t0005188 - MELENDEZ	2/1/2023	02-2023	45.00
sec8hap - Section 8 HAP	3649	t0005231 - REDFERN	2/1/2023	02-2023	23.00
sec8hap - Section 8 HAP	3650	t0005666 - BALDWIN	2/1/2023	02-2023	41.00
sec8hap - Section 8 HAP	3651	t0005731 - HAROLD	2/1/2023	02-2023	89.00
sec8hap - Section 8 HAP	3652	t0006338 - SAEZ	2/1/2023	02-2023	3.00
sec8hap - Section 8 HAP	3653	t0007057 - DESAI	2/1/2023	02-2023	63.00
sec8hap - Section 8 HAP	3654	t0008553 - CARLO	2/1/2023	02-2023	240.00
sec8hap - Section 8 HAP	3655	t0010026 - CARTER	2/1/2023	02-2023	14.00
sec8hap - Section 8 HAP	3656	t0010166 - ORTIZ	2/1/2023	02-2023	195.00
sec8hap - Section 8 HAP	3657	t0012267 - ACKLEY	2/1/2023	02-2023	18.00
sec8hap - Section 8 HAP	3658	t0012269 - PEYTON	2/1/2023	02-2023	64.00
sec8hap - Section 8 HAP	3659	t0012270 - MERCADO	2/1/2023	02-2023	1.00
sec8hap - Section 8 HAP	3660	t0012304 - MEDINA	2/1/2023	02-2023	36.00
sec8hap - Section 8 HAP	3661	t0012529 - IRIZARRY	2/1/2023	02-2023	5.00
sec8hap - Section 8 HAP	3662	t0012778 - GIDDENS	2/1/2023	02-2023	18.00
sec8hap - Section 8 HAP	3662	t0012778 - GIDDENS	2/6/2023	02-2023	-18.00
sec8hap - Section 8 HAP	3663	t0013702 - Medina	2/1/2023	02-2023	73.00
sec8hap - Section 8 HAP	3664	t0015067 - QUILES	2/1/2023	02-2023	107.00
sec8hap - Section 8 HAP	3665	t0015625 - MACIN	2/1/2023	02-2023	73.00
sec8hap - Section 8 HAP	3666	t0015636 - WILSON	2/1/2023	02-2023	36.00
sec8hap - Section 8 HAP	3667	t0015850 - PURNELL	2/1/2023	02-2023	65.00
sec8hap - Section 8 HAP	3668	t0015857 - PAYNE	2/1/2023	02-2023	41.00
sec8hap - Section 8 HAP	3669	t0015908 - BEARDSLEY	2/1/2023	02-2023	41.00
sec8hap - Section 8 HAP	3670	vfi033 - SEMINOLE COUNTY	2/1/2023	02-2023	1,298.00

Payment Summary

perly=.all AND Bank=sec8hap AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	3671	vfl093 - ORANGE COUNTY HOUSING & C D	2/1/2023	02-2023	4,623.00	
sec8hap - Section 8 HAP	3672	0housin - VINELAND HOUSING AUTHORITY	2/2/2023	02-2023	3,326.00	
sec8hap - Section 8 HAP	3673	t0015625 - MACIN	2/6/2023	02-2023	73.00	
sec8hap - Section 8 HAP	18823	02llbtw - BTW 2 LLC	2/3/2023	02-2023	690.00	
sec8hap - Section 8 HAP	18824	0537grap - 529-537 GRAPE STREET,LLC	2/3/2023	02-2023	386.00	
sec8hap - Section 8 HAP	18825	0abobab - BABATUNDE O ABORISADE	2/3/2023	02-2023	687.00	
sec8hap - Section 8 HAP	18826	0abrawi - ABRAHAN & AWILDA HEREDIA	2/3/2023	02-2023	1,227.00	
sec8hap - Section 8 HAP	18827	0acojor - ACOSTA	2/3/2023	02-2023	1,614.00	
sec8hap - Section 8 HAP	18828	0ahcpv - AFFORDABLE HOUSING CORPORATION	2/3/2023	02-2023	10,877.00	
sec8hap - Section 8 HAP	18829	0ahctaaa - AFFORDABLE HOUSING CORPORATION	2/3/2023	02-2023	90,932.00	
sec8hap - Section 8 HAP	18830	0ahcvktot - AFFORDABLE HOUSING CORP OF VINELAND	2/3/2023	02-2023	69,393.00	
sec8hap - Section 8 HAP	18831	0albreb - REBECCA C THOMPSON-ALBERT	2/3/2023	02-2023	89.00	
sec8hap - Section 8 HAP	18832	0aljess - ALJESS LLC	2/3/2023	02-2023	905.00	
sec8hap - Section 8 HAP	18833	0andcar - ANDUJAR	2/3/2023	02-2023	281.00	
sec8hap - Section 8 HAP	18834	0andjon - JONATHAN ANDREOZZI	2/3/2023	02-2023	218.00	
sec8hap - Section 8 HAP	18835	0andron - RONALD ANDRO	2/3/2023	02-2023	73.00	
sec8hap - Section 8 HAP	18836	0aparab - AB APARTMENTS LLC	2/3/2023	02-2023	677.00	
sec8hap - Section 8 HAP	18837	0arbors - ROSEMAR PROPERTIES III LLC/THE ARBORS	2/3/2023	02-2023	6,686.00	
sec8hap - Section 8 HAP	18838	0assind - INDEPENDENCE ASSOCIATES LLC	2/3/2023	02-2023	832.00	
sec8hap - Section 8 HAP	18839	0behhar - HARRY & BARBARA BEHRENS	2/3/2023	02-2023	523.00	
sec8hap - Section 8 HAP	18840	0beredw - EDWIN C & SAVALYN BERGAMO	2/3/2023	02-2023	1,061.00	
sec8hap - Section 8 HAP	18841	0berksh - ROSEMAR PROPERTIES IV LLC / CAMELOT AF	2/3/2023	02-2023	4,244.00	
sec8hap - Section 8 HAP	18842	0berobe - OBED BERMUDEZ	2/3/2023	02-2023	986.00	
sec8hap - Section 8 HAP	18843	0betalp - ALPHA BETA CAMDEN LLC	2/3/2023	02-2023	1,440.00	
sec8hap - Section 8 HAP	18844	0bretow - BRENTWOOD TOWERS HOLDINGS, LLC	2/3/2023	02-2023	783.00	
sec8hap - Section 8 HAP	18845	0brewst - BREWSTER GARDEN APARTMENTS LLC	2/3/2023	02-2023	1,040.00	
sec8hap - Section 8 HAP	18846	0buebor - BOROUGH OF BUENA HOUSING AUTHORITY	2/3/2023	02-2023	17,189.00	
sec8hap - Section 8 HAP	18847	0bususa - USA BUSY BEE INC	2/3/2023	02-2023	911.00	
sec8hap - Section 8 HAP	18848	0cackim - KIMBERLY A CACCHIOLI	2/3/2023	02-2023	957.00	
sec8hap - Section 8 HAP	18849	0camnil - NILZA R CAMACHO	2/3/2023	02-2023	1,066.00	
sec8hap - Section 8 HAP	18850	0carjos - CARVALHO	2/3/2023	02-2023	702.00	
sec8hap - Section 8 HAP	18851	0carmar - SIMOES	2/3/2023	02-2023	791.00	
sec8hap - Section 8 HAP	18852	0casros - CASTILLO	2/3/2023	02-2023	659.00	
sec8hap - Section 8 HAP	18853	0cbrenta - C & B RENTAL	2/3/2023	02-2023	867.00	
sec8hap - Section 8 HAP	18854	0cdgard - CD GARDENS INC.	2/3/2023	02-2023	2,744.00	
sec8hap - Section 8 HAP	18855	0chainv - CHAAD INVESTMENTS LLC	2/3/2023	02-2023	621.00	
sec8hap - Section 8 HAP	18856	0chajos - JOSEPH T CHAMBERS	2/3/2023	02-2023	950.00	
sec8hap - Section 8 HAP	18857	0cheshol - CHESTNUT SQUARE HOLDINGS LLC	2/3/2023	02-2023	4,922.00	
sec8hap - Section 8 HAP	18858	0chuoks - OKSANA CHUMAK	2/3/2023	02-2023	1,575.00	
sec8hap - Section 8 HAP	18859	0colmac - MACY A COLLINS	2/3/2023	02-2023	654.00	
sec8hap - Section 8 HAP	18860	0corjua - CORTES	2/3/2023	02-2023	2,487.00	
sec8hap - Section 8 HAP	18861	0cridan - DANA CRISS	2/3/2023	02-2023	622.00	
sec8hap - Section 8 HAP	18862	0crofre - FBF ASSOCIATES INC	2/3/2023	02-2023	800.00	
sec8hap - Section 8 HAP	18863	0damjos - DAMATO	2/3/2023	02-2023	899.00	

Payment Summary

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Bank	Check#	Vendor	Check	Post	Total
			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	18864	Odejyes - YESENIA DEJESUS	2/3/2023	02-2023	3,400.00
sec8hap - Section 8 HAP	18865	Odelsia - STIAN DELUCA	2/3/2023	02-2023	390.00
sec8hap - Section 8 HAP	18866	Odibwil - WILLIAM V DIBIASE	2/3/2023	02-2023	1,105.00
sec8hap - Section 8 HAP	18867	Oeas307 - 307 N EAST AVE LLC	2/3/2023	02-2023	1,055.00
sec8hap - Section 8 HAP	18868	Oeas710 - 710 EAST ALMOND STREET ASSOCIATES LLC	2/3/2023	02-2023	721.00
sec8hap - Section 8 HAP	18869	Oedwdip - EDWARD DIPALMA	2/3/2023	02-2023	955.00
sec8hap - Section 8 HAP	18870	Oegbmar - MARY J EGBEH	2/3/2023	02-2023	1,534.00
sec8hap - Section 8 HAP	18871	Oeinmar - MARTIN JAY EINSTEIN	2/3/2023	02-2023	598.00
sec8hap - Section 8 HAP	18872	Oequacc - ACCUMULATING EQUITY PARTNERS LLC	2/3/2023	02-2023	7,144.00
sec8hap - Section 8 HAP	18873	Oestros - ESTATE OF LUIS A ROSADO-TORRES	2/3/2023	02-2023	507.00
sec8hap - Section 8 HAP	18874	Oflodor - FLOWERS	2/3/2023	02-2023	907.00
sec8hap - Section 8 HAP	18875	Og.b.ltd - G B LTD OPER CO INC	2/3/2023	02-2023	69.00
sec8hap - Section 8 HAP	18876	Ogarabn - ABNER GARCIA	2/3/2023	02-2023	492.00
sec8hap - Section 8 HAP	18877	Ogaritz - ITZAMAR GARCIA	2/3/2023	02-2023	1,442.00
sec8hap - Section 8 HAP	18878	Ogarsal - GARCIA	2/3/2023	02-2023	2,530.00
sec8hap - Section 8 HAP	18879	Ogarspr - SPRING GARDENS VINELAND LLC	2/3/2023	02-2023	7,118.00
sec8hap - Section 8 HAP	18880	Ogarvin - VINELAND GARDENS LLC	2/3/2023	02-2023	895.00
sec8hap - Section 8 HAP	18881	Oghebre - BRENDAN G GHEEN	2/3/2023	02-2023	907.00
sec8hap - Section 8 HAP	18882	Ogibjam - GRIBBLE JR	2/3/2023	02-2023	835.00
sec8hap - Section 8 HAP	18883	Ogromad - MADHU GROUP LLC	2/3/2023	02-2023	2,200.00
sec8hap - Section 8 HAP	18884	Ohagdan - DANIEL HAGEMAN JR	2/3/2023	02-2023	2,525.00
sec8hap - Section 8 HAP	18885	Ohemtom - BTW 4 LLC	2/3/2023	02-2023	1,150.00
sec8hap - Section 8 HAP	18886	Ohereri - 123 SOUTH 4TH STREET LLC	2/3/2023	02-2023	3,905.00
sec8hap - Section 8 HAP	18887	Ohersof - SOFIA HEREDIA-TORRES AND RUBEN TORRES	2/3/2023	02-2023	2,201.00
sec8hap - Section 8 HAP	18888	Ohfprop - HF PROPERTY MANAGEMENT	2/3/2023	02-2023	1,654.00
sec8hap - Section 8 HAP	18889	Oholasm - ASM HOLDINGS LLC	2/3/2023	02-2023	455.00
sec8hap - Section 8 HAP	18890	Oholvin - VINELAND 18 HOLDINGS LLC	2/3/2023	02-2023	579.00
sec8hap - Section 8 HAP	18891	Ohomhec - HECS HOMES LLC	2/3/2023	02-2023	841.00
sec8hap - Section 8 HAP	18892	Ohomoa - O&A HOME RENTAL LLC	2/3/2023	02-2023	711.00
sec8hap - Section 8 HAP	18893	Ohomsky - SKYLO HOMES LLC	2/3/2023	02-2023	503.00
sec8hap - Section 8 HAP	18894	Ohomtar - TARKILN HOMES LLC	2/3/2023	02-2023	5,725.00
sec8hap - Section 8 HAP	18895	Ohormil - MILLVILLE HORIZON LLC	2/3/2023	02-2023	1,401.00
sec8hap - Section 8 HAP	18896	Ohougol - GOLD HOUSING PROVIDERS LLC	2/3/2023	02-2023	420.00
sec8hap - Section 8 HAP	18897	Ohouriv - RIVERGROVE HOUSING PARTNERS LLC	2/3/2023	02-2023	12.00
sec8hap - Section 8 HAP	18898	Ohowkev - KEVIN HOWARD	2/3/2023	02-2023	2,966.00
sec8hap - Section 8 HAP	18899	Oiaplis - LISA A IAPALUCCI	2/3/2023	02-2023	1,513.00
sec8hap - Section 8 HAP	18900	Ointers - VINELAND ASSOCIATES LLC	2/3/2023	02-2023	541.00
sec8hap - Section 8 HAP	18901	Oinvegh - E. G. H. R. E. INVESTMENTS LLC	2/3/2023	02-2023	3,238.00
sec8hap - Section 8 HAP	18902	Ojhorn - JOHN HORNER	2/3/2023	02-2023	33.00
sec8hap - Section 8 HAP	18903	Okapala - PANDA REALTY GROUP LLC	2/3/2023	02-2023	1,293.00
sec8hap - Section 8 HAP	18904	Okatjay - JAY-KAT INVESTMENTS, LLC	2/3/2023	02-2023	885.00
sec8hap - Section 8 HAP	18905	Oklc1llc - KLC1 LLC	2/3/2023	02-2023	1,383.00
sec8hap - Section 8 HAP	18906	Olandic - LANDICINI 566 LLC	2/3/2023	02-2023	1,038.00
sec8hap - Section 8 HAP	18907	Olebzai - LEBRON	2/3/2023	02-2023	2,516.00

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Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
sec8hap - Section 8 HAP	18908	Olegmay - MAYERFELD LEGACY TRUST	2/3/2023	02-2023	1,289.00
sec8hap - Section 8 HAP	18909	Olevgab - GABRIELLE LEVITT	2/3/2023	02-2023	1,269.00
sec8hap - Section 8 HAP	18910	Olhrent - L & H RENTALS	2/3/2023	02-2023	671.00
sec8hap - Section 8 HAP	18911	Olinrob - ROBERT LINDNER	2/3/2023	02-2023	569.00
sec8hap - Section 8 HAP	18912	Ollciig - IIG-1 LLC	2/3/2023	02-2023	893.00
sec8hap - Section 8 HAP	18913	Olodoc - LOCATION LOCATION & TIMING LLC	2/3/2023	02-2023	177.00
sec8hap - Section 8 HAP	18914	Olondav - DAVID LONGINI	2/3/2023	02-2023	515.00
sec8hap - Section 8 HAP	18915	Olopyad - YADIRA LOPEZ	2/3/2023	02-2023	625.00
sec8hap - Section 8 HAP	18916	Olospro - LOST PROPERTIES LLC	2/3/2023	02-2023	1,774.00
sec8hap - Section 8 HAP	18917	Omanmil - MILLVILLE MANOR LLC	2/3/2023	02-2023	572.00
sec8hap - Section 8 HAP	18918	Omapgre - GREENWOOD MAPLE JAY LLC	2/3/2023	02-2023	975.00
sec8hap - Section 8 HAP	18919	Omelrose - MELROSE COURT LP	2/3/2023	02-2023	18,768.00
sec8hap - Section 8 HAP	18920	Omenbre - MENDEZ	2/3/2023	02-2023	245.00
sec8hap - Section 8 HAP	18921	Omillvil - MILLVILLE REALTY CORPORATION	2/3/2023	02-2023	2,420.00
sec8hap - Section 8 HAP	18922	Omiryar - MIRANDA	2/3/2023	02-2023	4,156.00
sec8hap - Section 8 HAP	18923	Omonbry - BRYAN P. MONTEMURRO	2/3/2023	02-2023	1,450.00
sec8hap - Section 8 HAP	18924	Oneeshr - SHREE NEEL LLC	2/3/2023	02-2023	2,573.00
sec8hap - Section 8 HAP	18925	Onegcar - CARLOS NEGRON JR	2/3/2023	02-2023	788.00
sec8hap - Section 8 HAP	18926	Oochabvsp - OCEAN CITY HSING AUTH- BVM/SPEITEL	2/3/2023	02-2023	29,499.00
sec8hap - Section 8 HAP	18927	Oolilui - LUIS A OLIVERAS	2/3/2023	02-2023	648.00
sec8hap - Section 8 HAP	18928	Ooyojos - JOSE N OYOLA	2/3/2023	02-2023	320.00
sec8hap - Section 8 HAP	18929	Opaeast - EAST PARK APARTMENTS	2/3/2023	02-2023	5,604.00
sec8hap - Section 8 HAP	18930	Opagang - ANGEL L PAGAN	2/3/2023	02-2023	1,260.00
sec8hap - Section 8 HAP	18931	Oparest - PARVIN ESTATES LLC	2/3/2023	02-2023	66.00
sec8hap - Section 8 HAP	18932	Opargle - GLEN PARK APARTMENTS LP	2/3/2023	02-2023	1,097.00
sec8hap - Section 8 HAP	18933	Oparkto - PARK TOWNE APTS LLC	2/3/2023	02-2023	10,886.00
sec8hap - Section 8 HAP	18934	Opasmar - PASTORE	2/3/2023	02-2023	1,070.00
sec8hap - Section 8 HAP	18935	Opoisil - SILVER POINT MANAGEMENT LLC	2/3/2023	02-2023	241.00
sec8hap - Section 8 HAP	18936	Oproexc - EXCEL PROPERTY MANAGEMENT LLC	2/3/2023	02-2023	701.00
sec8hap - Section 8 HAP	18937	Oprofai - FATOLA PROPERTY MANAGEMENT AND MAINT	2/3/2023	02-2023	719.00
sec8hap - Section 8 HAP	18938	Oprofam - FAM PROPERTY MANAGEMENT LLC	2/3/2023	02-2023	1,280.00
sec8hap - Section 8 HAP	18939	Oprotim - TIMARIA PROPERTIES LLC	2/3/2023	02-2023	1,557.00
sec8hap - Section 8 HAP	18940	Opwn822 - 822 PLUM STREET LLC	2/3/2023	02-2023	1,260.00
sec8hap - Section 8 HAP	18941	Oradoak - RADIANT OAKVIEW APARTMENTS LLC	2/3/2023	02-2023	140,932.00
sec8hap - Section 8 HAP	18942	Oramnic - NICHOLAS P RAMBONE	2/3/2023	02-2023	1,314.00
sec8hap - Section 8 HAP	18943	Oreajba - JBAR REALTY LLC	2/3/2023	02-2023	911.00
sec8hap - Section 8 HAP	18944	Orealbf - B & F REAL ESTATE HOLDINGS LLC	2/3/2023	02-2023	1,610.00
sec8hap - Section 8 HAP	18945	Orealsa - S & A REALTY ENTERPRISES LLC	2/3/2023	02-2023	668.00
sec8hap - Section 8 HAP	18946	Oreamat - MATURO REALTY INC	2/3/2023	02-2023	5,484.00
sec8hap - Section 8 HAP	18947	Oreasar - SARA REAVES	2/3/2023	02-2023	631.00
sec8hap - Section 8 HAP	18948	Oregche - REGENCY CHESTNUT COURT	2/3/2023	02-2023	8,497.00
sec8hap - Section 8 HAP	18949	Oregeas - REGENCY EAST LLC	2/3/2023	02-2023	2,389.00
sec8hap - Section 8 HAP	18950	Orenaco - ACOSTA RENTAL LLC	2/3/2023	02-2023	3,107.00
sec8hap - Section 8 HAP	18951	Orenokg - K G RENOVATIONS LLC	2/3/2023	02-2023	1,121.00

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sec8hap - Section 8 HAP	18952	Oriscam - CAMDEN RISING 2 LLC	2/3/2023	02-2023	1,139.00	
sec8hap - Section 8 HAP	18953	Orivdie - DIEGO A RIVERA	2/3/2023	02-2023	442.00	
sec8hap - Section 8 HAP	18954	Oriviri - IRIS J RIVERA	2/3/2023	02-2023	1,793.00	
sec8hap - Section 8 HAP	18955	Orivvic - VICTORIANO RIVERA JR	2/3/2023	02-2023	328.00	
sec8hap - Section 8 HAP	18956	Ormidprop - R MIDDLETON PROPERTIES LLC	2/3/2023	02-2023	848.00	
sec8hap - Section 8 HAP	18957	Oroceli - ELIZABETH ROCHE	2/3/2023	02-2023	1,216.00	
sec8hap - Section 8 HAP	18958	Orodhen - HENRY RODRIGUEZ	2/3/2023	02-2023	781.00	
sec8hap - Section 8 HAP	18959	Orogsal - SALVATORE W ROGGIO	2/3/2023	02-2023	790.00	
sec8hap - Section 8 HAP	18960	Oromvic - VICTOR M ROMAN	2/3/2023	02-2023	881.00	
sec8hap - Section 8 HAP	18961	Orpipro - RPJ PROPERTIES LLC	2/3/2023	02-2023	11,732.00	
sec8hap - Section 8 HAP	18962	Oruppab - RUPERTO	2/3/2023	02-2023	3,525.00	
sec8hap - Section 8 HAP	18963	Osaiger - GERALD M SAINOT JR	2/3/2023	02-2023	1,404.00	
sec8hap - Section 8 HAP	18964	Osaldasda - DAMIAN & ELAINE SALAS	2/3/2023	02-2023	797.00	
sec8hap - Section 8 HAP	18965	Oseaves - VESTA-SEABROOK URBAN RENEWAL III LLC	2/3/2023	02-2023	758.00	
sec8hap - Section 8 HAP	18966	Osenbri - BRIDGETON SENIOR HOUSING PARTNERS LLC	2/3/2023	02-2023	467.00	
sec8hap - Section 8 HAP	18967	Oshabru - BRUCE D SHAW	2/3/2023	02-2023	1,251.00	
sec8hap - Section 8 HAP	18968	Osimseb - SIMONE	2/3/2023	02-2023	554.00	
sec8hap - Section 8 HAP	18969	Oslinco - 1890 S LINCOLN ASSOCIATES LLC	2/3/2023	02-2023	1,865.00	
sec8hap - Section 8 HAP	18970	Osolpro - ASSURED PROPERTY SOLUTIONS LLC	2/3/2023	02-2023	263.00	
sec8hap - Section 8 HAP	18971	Osotalb - ALBERTO SOTO	2/3/2023	02-2023	1,090.00	
sec8hap - Section 8 HAP	18972	Ospring - SPRING GARDENS ASSOCIATES LLC	2/3/2023	02-2023	541.00	
sec8hap - Section 8 HAP	18973	Osqulan - LANDIS SQUARE SR APTS	2/3/2023	02-2023	1,565.00	
sec8hap - Section 8 HAP	18974	Ostrassoc - STREAMWOOD ASSOCIATES/VINELAND LLC	2/3/2023	02-2023	454.00	
sec8hap - Section 8 HAP	18975	Oswaway - WAYNE SWANSON	2/3/2023	02-2023	97.00	
sec8hap - Section 8 HAP	18976	Otayver - TAYLOR	2/3/2023	02-2023	618.00	
sec8hap - Section 8 HAP	18977	Othapau - ALBERTA A QUAIROLI ESTATE	2/3/2023	02-2023	1,082.00	
sec8hap - Section 8 HAP	18978	Otimesus - SUSAN V TIMMRECK	2/3/2023	02-2023	815.00	
sec8hap - Section 8 HAP	18979	Ovasdap - DAPHNE VASSALOTTI	2/3/2023	02-2023	704.00	
sec8hap - Section 8 HAP	18980	Oveljon - JONATHAN VELEZ	2/3/2023	02-2023	1,398.00	
sec8hap - Section 8 HAP	18981	Ovelmal - MALADA CRESPO VELEZ	2/3/2023	02-2023	739.00	
sec8hap - Section 8 HAP	18982	Ovhosri - SRI VHOMES LLC	2/3/2023	02-2023	1,205.00	
sec8hap - Section 8 HAP	18983	Ovinlan - VINELAND VILLAGE APTS	2/3/2023	02-2023	6,860.00	
sec8hap - Section 8 HAP	18984	Ovirulou - LOUIS A VIRUET	2/3/2023	02-2023	916.00	
sec8hap - Section 8 HAP	18985	Ovitdor - VITALO	2/3/2023	02-2023	924.00	
sec8hap - Section 8 HAP	18986	Owalnut - WALNUT REALTY ASSOCIATES LLC	2/3/2023	02-2023	7,717.00	
sec8hap - Section 8 HAP	18987	Owassey - SEYMOUR WASSERSTRUM	2/3/2023	02-2023	1,100.00	
sec8hap - Section 8 HAP	18988	Owatrob - ROBERT H WATSON	2/3/2023	02-2023	1,400.00	
sec8hap - Section 8 HAP	18989	Owhejon - WHEELER	2/3/2023	02-2023	494.00	
sec8hap - Section 8 HAP	18990	Owolpro - WOLF PROPERTY HOLDINGS LLC	2/3/2023	02-2023	1,266.00	
sec8hap - Section 8 HAP	18991	Owrialf - ALFRED WRIGHT	2/3/2023	02-2023	1,709.00	
					679,174.00	

Payment Summary

erty=.all AND Bank=sec8hap AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8adm - Section 8 Admi	676	0gromad - MADHU GROUP LLC	1/27/2023	01-2023	2,325.00	
sec8adm - Section 8 Admi	677	0invegh - E. G. H. R. E. INVESTMENTS LLC	1/27/2023	01-2023	2,025.00	
sec8adm - Section 8 Admi	678	0invegh - E. G. H. R. E. INVESTMENTS LLC	1/27/2023	01-2023	2,100.00	
sec8adm - Section 8 Admi	679	0caguas - CAGUAS OF MUNICIPALITY	2/1/2023	02-2023	63.04	
sec8adm - Section 8 Admi	680	0osccos8 - OSCEOLA COUNTY HOUSING	2/1/2023	02-2023	65.16	
sec8adm - Section 8 Admi	681	vfl033 - SEMINOLE COUNTY	2/1/2023	02-2023	65.16	
sec8adm - Section 8 Admi	682	vfl093 - ORANGE COUNTY HOUSING & C D	2/1/2023	02-2023	195.48	
sec8adm - Section 8 Admi	20230260425	vha - HOUSING AUTHORITY CITY OF VINELAND	1/26/2023	01-2023	185,400.00	
sec8adm - Section 8 Admi	20230380127	vha - HOUSING AUTHORITY CITY OF VINELAND	2/7/2023	02-2023	46,300.00	
					238,538.84	

Payment Summary

erty=.all AND Bank=capsecdp AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
capsecdp - PH Sec Dep Acc	212	vha - HOUSING AUTHORITY CITY OF VINELAND	1/27/2023	01-2023	438.84	
					438.84	

Payment Summary

erty=.all AND Bank=capgenfd AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
capgenfd - Public Housing C	2503	vmu - Vineland Municipal Utilities	1/20/2023	01-2023	14,377.70	
capgenfd - Public Housing C	2504	vha - HOUSING AUTHORITY CITY OF VINELAND	1/27/2023	01-2023	14,577.47	
capgenfd - Public Housing C	2505	landis - Landis Sewerage Authority	1/27/2023	01-2023	1,218.64	
capgenfd - Public Housing C	2506	sjgas - South Jersey Gas Company	1/27/2023	01-2023	136.28	
capgenfd - Public Housing C	2507	vmu - Vineland Municipal Utilities	1/27/2023	01-2023	4,489.53	
capgenfd - Public Housing C	2508	sjgas - South Jersey Gas Company	1/27/2023	01-2023	2,181.08	
capgenfd - Public Housing C	2509	vmu - Vineland Municipal Utilities	1/27/2023	01-2023	248.73	
capgenfd - Public Housing C	2510	t0003205 - PACHECO	2/3/2023	02-2023	303.72	
capgenfd - Public Housing C	2511	vmu - Vineland Municipal Utilities	2/6/2023	02-2023	499.66	
capgenfd - Public Housing C	2512	sjgas - South Jersey Gas Company	2/10/2023	02-2023	45.00	
capgenfd - Public Housing C	2513	vmu - Vineland Municipal Utilities	2/10/2023	02-2023	609.25	
capgenfd - Public Housing C	20230260424	vha - HOUSING AUTHORITY CITY OF VINELAND	1/26/2023	01-2023	207,267.00	
capgenfd - Public Housing C	20230380126	vha - HOUSING AUTHORITY CITY OF VINELAND	2/7/2023	02-2023	114,600.00	
capgenfd - Public Housing C	20230380152	vha - HOUSING AUTHORITY CITY OF VINELAND	2/7/2023	02-2023	1,548.00	
capgenfd - Public Housing C	20230380158	vha - HOUSING AUTHORITY CITY OF VINELAND	2/7/2023	02-2023	14,401.45	
					376,503.51	

Payment Summary

roperty=.all AND Bank=cocc AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
cocc - Central Office Cost	11636	acehar - Vineland Ace Hardware East	1/27/2023	01-2023	83.67	
cocc - Central Office Cost	11637	advenv - Advanced Enviro Systems	1/27/2023	01-2023	498.98	
cocc - Central Office Cost	11638	aprsup - APR SUPPLY CO	1/27/2023	01-2023	191.07	
cocc - Central Office Cost	11639	ccia - Cumberland Co Improvement Auth	1/27/2023	01-2023	3,164.94	
cocc - Central Office Cost	11640	cintas - Cintas Corporation #100	1/27/2023	01-2023	321.83	
cocc - Central Office Cost	11641	combus - COMCAST	1/27/2023	01-2023	348.35	
cocc - Central Office Cost	11642	ezpass - E-Z PASS	1/27/2023	01-2023	750.00	
cocc - Central Office Cost	11643	genelec - Gen X Electrical Contractors LLC	1/27/2023	01-2023	148.50	
cocc - Central Office Cost	11644	lowes - Lowes Business Account	1/27/2023	01-2023	426.84	

Payment Summary

perty=.all AND Bank=sec8hap AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
cocc - Central Office Cost	11645	mendibleseva - YALEXUS MENDIBLES-EVANS	1/27/2023	01-2023	2,081.93	
cocc - Central Office Cost	11646	miles - Miles Technologies	1/27/2023	01-2023	764.69	
cocc - Central Office Cost	11647	pbrese - Reserve Account	1/27/2023	01-2023	1,000.00	
cocc - Central Office Cost	11648	pluper - PLUMB PERFECT, LLC	1/27/2023	01-2023	1,300.00	
cocc - Central Office Cost	11649	semper - Semper Secure L LLC	1/27/2023	01-2023	1,729.35	
cocc - Central Office Cost	11650	shred - Shred-It USA LLC	1/27/2023	01-2023	71.16	
cocc - Central Office Cost	11651	stinson - THOMAS STINSON	1/27/2023	01-2023	100.00	
cocc - Central Office Cost	11652	windri - WIND RIVER ENVIRONMENTAL LLC	1/27/2023	01-2023	1,644.00	
cocc - Central Office Cost	11653	sjgas - South Jersey Gas Company	1/27/2023	01-2023	2,416.35	
cocc - Central Office Cost	11654	vmu - Vineland Municipal Utilities	1/27/2023	01-2023	3,260.62	
cocc - Central Office Cost	11655	amacap - Amazon Capital Services Inc	2/3/2023	02-2023	12.79	
cocc - Central Office Cost	11656	aprsup - APR SUPPLY CO	2/3/2023	02-2023	163.97	
cocc - Central Office Cost	11657	browco - Robert M Browne Court Officer	2/3/2023	02-2023	164.00	
cocc - Central Office Cost	11658	ccia - Cumberland Co Improvement Auth	2/3/2023	02-2023	96.94	
cocc - Central Office Cost	11659	coloni - Colonial Electrical Supply	2/3/2023	02-2023	164.40	
cocc - Central Office Cost	11660	fammed - Family Medical Equipment	2/3/2023	02-2023	150.00	
cocc - Central Office Cost	11661	fragri - Franklin Griffith	2/3/2023	02-2023	719.90	
cocc - Central Office Cost	11662	gemech - G E Mechanical Inc	2/3/2023	02-2023	3,146.52	
cocc - Central Office Cost	11663	genser - Genserve Inc	2/3/2023	02-2023	845.00	
cocc - Central Office Cost	11664	intsys - Integrated Systems Associates Inc	2/3/2023	02-2023	1,487.50	
cocc - Central Office Cost	11665	jccupa - JC'S Custom Painting	2/3/2023	02-2023	812.50	
cocc - Central Office Cost	11666	mason - W B Mason Co Inc	2/3/2023	02-2023	136.83	
cocc - Central Office Cost	11667	miles - Miles Technologies	2/3/2023	02-2023	2,537.10	
cocc - Central Office Cost	11668	rutgers - Rutgers, The State University of New Jersey	2/3/2023	02-2023	995.00	
cocc - Central Office Cost	11669	tricit - Tri City Products	2/3/2023	02-2023	229.25	
cocc - Central Office Cost	11670	verivi - Verizon Wireless	2/3/2023	02-2023	1,136.03	
cocc - Central Office Cost	11671	aflac - AFLAC	2/3/2023	02-2023	190.70	
cocc - Central Office Cost	11672	axaequ - Equitable	2/3/2023	02-2023	2,515.00	
cocc - Central Office Cost	11673	cwa - Communications Workers of America	2/3/2023	02-2023	249.78	
cocc - Central Office Cost	11674	axaequ - Equitable	2/6/2023	02-2023	2,515.00	
cocc - Central Office Cost	11675	aprsup - APR SUPPLY CO	2/10/2023	02-2023	56.92	
cocc - Central Office Cost	11676	ccia - Cumberland Co Improvement Auth	2/10/2023	02-2023	69.77	
cocc - Central Office Cost	11677	enviro - EnviroSafe	2/10/2023	02-2023	285.00	
cocc - Central Office Cost	11678	genser - Genserve Inc	2/10/2023	02-2023	1,580.00	
cocc - Central Office Cost	11679	jccupa - JC'S Custom Painting	2/10/2023	02-2023	1,663.00	
cocc - Central Office Cost	11680	jersey - Jersey Elevator LLC	2/10/2023	02-2023	2,748.00	
cocc - Central Office Cost	11681	miles - Miles Technologies	2/10/2023	02-2023	3,454.00	
cocc - Central Office Cost	11682	semper - Semper Secure L LLC	2/10/2023	02-2023	1,345.05	
cocc - Central Office Cost	11683	weaequ - Weaver Equipment Sales & Service	2/10/2023	02-2023	514.33	
cocc - Central Office Cost	11684	hompro - The Home Depot Pro - SupplyWorks	2/16/2023	02-2023	24,590.97	
cocc - Central Office Cost	11685	staadv - Staples, Inc.	2/16/2023	02-2023	1,287.82	
cocc - Central Office Cost	11686	amacap - Amazon Capital Services Inc	2/16/2023	02-2023	119.95	
cocc - Central Office Cost	11687	ambcom - Ambient Comfort	2/16/2023	02-2023	1,859.00	
cocc - Central Office Cost	11688	gabage - Eisenstat Gabage and Furman PC	2/16/2023	02-2023	1,391.67	
cocc - Central Office Cost	11689	sherwi - Sherwin Williams Company	2/16/2023	02-2023	399.16	
cocc - Central Office Cost	11690	smigre - GREG SMITH TREE SERVICE LLC	2/16/2023	02-2023	1,950.00	
cocc - Central Office Cost	11691	totsec - Total Security Alarms, LLC.	2/16/2023	02-2023	1,680.00	
cocc - Central Office Cost	11692	adcass - Advanced Cabinetry & Storage Systems LLC	2/16/2023	02-2023	710.00	
cocc - Central Office Cost	11693	akequip - A & K EQUIPMENT COMPANY	2/16/2023	02-2023	22,495.00	
cocc - Central Office Cost	11694	amacap - Amazon Capital Services Inc	2/16/2023	02-2023	27.95	

Payment Summary

perty=.all AND Bank=sec8hap AND mm/yy=01/2023-02/2023 AND Check Date=01/20/2023-02/16/2023 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
cocc - Central Office Cost	11695	canbus - Canon Solutions America Inc	2/16/2023	02-2023	200.68	
cocc - Central Office Cost	11696	fragri - Franklin Griffith	2/16/2023	02-2023	1,683.90	
cocc - Central Office Cost	11697	herald - Cape May County Herald Newspaper	2/16/2023	02-2023	153.50	
cocc - Central Office Cost	11698	hompro - The Home Depot Pro - SupplyWorks	2/16/2023	02-2023	1,563.43	
cocc - Central Office Cost	11699	liifor - LILLISTON FORD, INC.	2/16/2023	02-2023	964.08	
cocc - Central Office Cost	11700	nanmck - Nan McKay and Associates Inc	2/16/2023	02-2023	419.00	
cocc - Central Office Cost	11701	nelbud - Nelbud Services Group, Inc.	2/16/2023	02-2023	604.00	
cocc - Central Office Cost	11702	sherwi - Sherwin Williams Company	2/16/2023	02-2023	222.20	
cocc - Central Office Cost	11703	vann - Vann Dodge Chrysler LLC	2/16/2023	02-2023	203.80	
cocc - Central Office Cost	11704	acehar - Vineland Ace Hardware East	2/16/2023	02-2023	58.49	
cocc - Central Office Cost	11705	aceplu - Ace Plumbing and Electrical Supplies Inc	2/16/2023	02-2023	2,181.28	
cocc - Central Office Cost	11706	adcass - Advanced Cabinetry & Storage Systems LLC	2/16/2023	02-2023	856.00	
cocc - Central Office Cost	11707	amacap - Amazon Capital Services Inc	2/16/2023	02-2023	12.93	
cocc - Central Office Cost	11708	avena - Linda M Avena CPA	2/16/2023	02-2023	7,083.34	
cocc - Central Office Cost	11709	barret - Barretta Plumbing Heating Cooling	2/16/2023	02-2023	599.00	
cocc - Central Office Cost	11710	blocklsi - TELESYSTEM	2/16/2023	02-2023	1,859.63	
cocc - Central Office Cost	11711	callexp - Call Experts New Jersey	2/16/2023	02-2023	374.39	
cocc - Central Office Cost	11712	ccia - Cumberland Co Improvement Auth	2/16/2023	02-2023	3,078.87	
cocc - Central Office Cost	11713	centur - Century Water Conditioning & Purification Inc	2/16/2023	02-2023	123.50	
cocc - Central Office Cost	11714	cintas - Cintas Corporation #100	2/16/2023	02-2023	656.28	
cocc - Central Office Cost	11715	cullig - South Jersey Culligan Water	2/16/2023	02-2023	64.97	
cocc - Central Office Cost	11716	gabage - Eisenstat Gabage and Furman PC	2/16/2023	02-2023	1,391.67	
cocc - Central Office Cost	11717	genser - Genserve Inc	2/16/2023	02-2023	1,137.28	
cocc - Central Office Cost	11718	highlan - Highland Carpet Outlet Inc.	2/16/2023	02-2023	1,221.00	
cocc - Central Office Cost	11719	hill - Ronald Hill	2/16/2023	02-2023	1,235.00	
cocc - Central Office Cost	11720	himinha - DELSEA LAUNDROMAT	2/16/2023	02-2023	598.75	
cocc - Central Office Cost	11721	homest - HP Homestead Plumbing and Heating Inc	2/16/2023	02-2023	225.00	
cocc - Central Office Cost	11722	hompro - The Home Depot Pro - SupplyWorks	2/16/2023	02-2023	486.61	
cocc - Central Office Cost	11723	intsys - Integrated Systems Associates Inc	2/16/2023	02-2023	1,400.00	
cocc - Central Office Cost	11724	jccupa - JC'S Custom Painting	2/16/2023	02-2023	4,567.50	
cocc - Central Office Cost	11725	jersey - Jersey Elevator LLC	2/16/2023	02-2023	2,748.00	
cocc - Central Office Cost	11726	mason - W B Mason Co Inc	2/16/2023	02-2023	149.91	
cocc - Central Office Cost	11727	natten - National Tenant Network	2/16/2023	02-2023	599.00	
cocc - Central Office Cost	11728	presso - Press of Atlantic City	2/16/2023	02-2023	43.20	
cocc - Central Office Cost	11729	rkauto - RK Auto Group	2/16/2023	02-2023	640.45	
cocc - Central Office Cost	11730	sermas - ServiceMaster To The Rescue	2/16/2023	02-2023	495.00	
cocc - Central Office Cost	11731	sherwi - Sherwin Williams Company	2/16/2023	02-2023	444.40	
cocc - Central Office Cost	11732	staadv - Staples, Inc.	2/16/2023	02-2023	291.61	
cocc - Central Office Cost	11733	stinson - THOMAS STINSON	2/16/2023	02-2023	100.00	
cocc - Central Office Cost	11734	tfcame - T & F CAMERA SHOP, INC.	2/16/2023	02-2023	99.00	
cocc - Central Office Cost	11735	vercon - Verizon Connect Fleet USA LLC	2/16/2023	02-2023	352.00	
cocc - Central Office Cost	11736	prinsol - Print Solutions Plus Inc	2/16/2023	02-2023	385.25	
cocc - Central Office Cost	22922221	paychex - Paychex of New York LLC	2/14/2023	02-2023	0.00	
cocc - Central Office Cost	26848910	paychex - Paychex of New York LLC	2/3/2023	02-2023	396.35	
cocc - Central Office Cost	26848910	paychex - Paychex of New York LLC	2/14/2023	02-2023	-396.35	
cocc - Central Office Cost	29559413	paychex - Paychex of New York LLC	2/14/2023	02-2023	0.00	
cocc - Central Office Cost	229222211	paychex - Paychex of New York LLC	1/26/2023	02-2023	268.21	
cocc - Central Office Cost	268489101	paychex - Paychex of New York LLC	2/3/2023	02-2023	396.35	
cocc - Central Office Cost	295594131	paychex - Paychex of New York LLC	1/20/2023	02-2023	391.77	
cocc - Central Office Cost	710202152023	wex - WEX Bank	2/15/2023	02-2023	2,014.20	

151,442.51

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

RESOLUTION #2023-08

Appointing Risk Management Consultant

WHEREAS, the Vineland Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund, and;

WHEREAS, the bylaws of the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the By-laws; and;

WHEREAS, the bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditures represents reasonable compensation for the services required and was included the cost considered by the governing body, and;

WHEREAS, NJSA 40A:11-5(1)(m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service and;

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Vineland does hereby appoint Thomas H. Heist Insurance Agency as its Risk Management Consultant for the calendar year 2023 in accordance with 40A:11-5; and

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA:11-5(1), (a), (i).

ADOPTED: February 16, 2023

MOVED/SECONDED:

Resolution moved by Commissioner *Porter*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	✓			
Daniel Peretti	✓			
Brian Asselta	✓			
Michael Green <i>Resigned</i>				
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 February 16, 2023 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

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 1st day of January, 23 between the Vineland Housing Authority (hereinafter referred to as the AUTHORITY) and Thomas H. Heist Insurance Agency (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the AUTHORITY professional risk management consulting services as required in the bylaws of the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds, and;

WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held on February 16, 2023 and;

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - a. Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b. Assist the AUTHORITY in understanding the various coverages available from the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c. Review with the AUTHORITY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the AUTHORITY's authorization, place such coverage outside the FUND.
 - d. Assist the AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e. Review Certificates of Insurance from contractors, vendors and professionals when requested by the AUTHORITY.
 - f. Review the AUTHORITY's assessment as prepared by the FUND and assist the AUTHORITY in the preparation of its annual insurance budget.
 - g. Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) Authority safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.
 - h. Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.
 - i. Perform any other risk management related services required by the FUND's bylaws.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
 - a. The AUTHORITY authorizes the FUND to pay its CONSULTANT compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
 - b. For any insurance coverage authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
 - c. If the AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the AUTHORITY a fee at the rate of \$100 per hour, in addition to actual expenses incurred.

3. The of this Agreement shall be one (1) year beginning on 1st day of January, 2023 and ending on 31st day of December, 2023. However, this agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:

Meria Pinales

AUTHORITY:

Jaqueline S. Jones

ATTEST:

Meria

CONSULTANT:

Van/Hein

Note: This sample has been promulgated by the JIF/MEL to assist municipalities or authorities in preparing or negotiating agreements with their risk managers. It does not represent an official statement of JIF/MEL policy, nor is it an endorsement of any form or amount of compensation. Careful consideration at the local level should be given to determine how the document may be amended to meet a community's or authority's unique needs or desires. Prior to use, the sample should also be reviewed by the local attorney for form, consistency with local JIF bylaws, inclusion of affirmative action language, etc.

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

RESOLUTION #2023-09

Resolution for the Intention of Providing
Management Services to the Buena Housing Authority

WHEREAS, the Buena Housing Authority has requested management services from the Housing Authority of the City of Vineland; and

WHEREAS, the Board of Commissioners of the Buena Housing Authority recognizes the unique skills and abilities of the Vineland Housing Authority to provide said management services; and

WHEREAS, these services and agreement for same complies with the Inter-Local Services Act – 40:8A-1 through 40:9A-4;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Vineland by virtue of its authority hereby authorizes the executive director to enter into a Management Services Agreement with the Buena Housing Authority to commence on January 1, 2023 and shall continue until September 30, 2025, unless terminated before as permitted in the Agreement. A Management services fee of \$30,000 to be invoiced monthly, as a base fee with additional “fee for service” items to be provided on an as needed basis as outlined in the contract.

ADOPTED: February 16, 2023

MOVED/SECONDED:

Resolution moved by Commissioner *Asse Ha*

Resolution seconded by Commissioner *Chapman*

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman	<input checked="" type="checkbox"/>			
Daniel Peretti	<input checked="" type="checkbox"/>			
Brian Asselta	<input checked="" type="checkbox"/>			
Michael Green <i>Resigned</i>				
Albert Porter	<input checked="" type="checkbox"/>			
Iris Acosta-Jimenez	<input checked="" type="checkbox"/>			
Mario Ruiz-Mesa – Chairman	<input checked="" 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 February 16, 2023 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

**AGREEMENT FOR MANAGEMENT SERVICES
BY AND BETWEEN
THE HOUSING AUTHORITY OF CITY OF VINELAND
AND
THE HOUSING AUTHORITY OF THE BOROUGH OF BUENA**

THIS AGREEMENT is made on this 1st day of January 2023 by and between the Housing Authority of the City of Vineland (hereinafter "VHA") and The Housing Authority of the Borough of Buena (hereinafter "BHA").

PREAMBLE:

WHEREAS, BHA is a public body corporate established by the Department of Housing and Urban Development as an independent federal housing agency administering a Public Housing Program; and

WHEREAS, VHA is a public body corporate established by the Department of Housing and Urban Development as an independent federal housing agency administering Public Housing, Rental Assistance Demonstration and Section 8 Programs; and

WHEREAS, BHA wishes to retain management services from the VHA; and

WHEREAS, BHA and VHA wish to mutually share maintenance services; and

WHEREAS, VHA wishes to enter into a management and maintenance services contract with BHA;

WHEREAS, funds are available for this purpose; and

WHEREAS, it is in the best interests of both authorities to share services; and

WHEREAS, said sharing of services need not be advertised or bid as same is not subject to either federal or state procurement standards as same is an intergovernmental contract.

NOW, THEREFORE, the parties agree as follows:

- 1. AGREEMENT TO PROVIDE MANAGEMENT SERVICES:** VHA hereby agrees that it shall provide management services and additional services on an as-needed and as-requested basis, except in the case of financial or safety urgency for BHA in accordance with the terms and conditions of this Agreement. BHA agrees to reimburse VHA for said services in accordance with the terms and conditions of this Agreement.
- 2. AGREEMENT TO PROVIDE MAINTENANCE SERVICES:** VHA and BHA hereby agrees that it shall provide management and maintenance services and additional services on an as-needed and as-requested basis, except in the case of financial or safety urgency for VHA and/or BHA in accordance with the terms and conditions of this Agreement. VHA and BHA mutually agrees to reimburse VHA and/or BHA for said services in accordance with the terms and conditions of this Agreement.
- 3. COMPENSATION:** VHA and/or BHA Shall be reimbursed for the services provided hereunder as follows:
 - a) Payment shall be made for services rendered. VHA and/or BHA shall submit bills monthly to VHA and/or BHA. Management services and other flat-fee services, as stipulated in Attachment A, shall be billed on a monthly basis. Fees for other services as stipulated in Attachment A will be billed on a monthly basis with the following information: the name and title of each VHA and/or BHA employee who performed services for VHA and/or BHA during the preceding month, the dates and hours (where applicable) during which said services were performed and the hourly rate pursuant to Attachment A. All bills shall be certified as true and correct by VHA and/or BHA.
 - b) Provide as-needed Maintenance services to VHA and/or BHA properties. These services may include vacancy turnover services, landscaping/work order completion services and/or other maintenance services as deemed necessary and shall be billed on a monthly basis with the following information: the name and title of each VHA and/or BHA employee who performed services for VHA and/or BHA during the preceding month, the dates and hours (where applicable) during which said

services were performed and the hourly rate pursuant to Attachment A. All bills shall be certified as true and correct by VHA and/or BHA.

c) Notwithstanding any other provisions herein, total payments under this contract shall not exceed the budgeted amount without further authorization from the BHA. In the event that the contract maximum of budgeted amount is reached and the BHA does not authorize further expenditures, the VHA shall have no further obligation to perform services under this agreement.

3. SCOPE OF SERVICES:

VHA shall perform the following management services:

- a) Carry out the organizational, managerial, supervisory, coordinating and monitoring functions for BHA.
- b) Provide leadership to BHA and the community in the management and maintenance of decent, safe and sanitary affordable housing for residents of BHA.
- c) Establish appropriate advocacy relationships with, and act as BHA's primary spokesperson and representative to local, state and federal elected officials and administrative personnel, resident representatives and organization and private sector organizations and foundations.
- d) Promote the creation and sustenance of a cohesive functioning community partnership to facilitate housing and development activities.
- e) Advocate through appropriate channels legislative and administrative policies, programs and positions that will advance BHA's housing and redevelopment mandate.
- f) Perform and execute all management duties for BHA according to applicable federal and state statutes.
- g) Take all personnel, management and administrative actions to facilitate the day-to-day operation of BHA except hiring and firing of any employee of BHA shall be subject to approval of the Commissioners of BHA.
- h) Coordinate and oversee all functions exercised by BHA under this agreement.
- i) Make recommendations for plans and policies to correct any managerial deficiencies within BHA.
- j) Prepare the agenda for and attend all regular special meetings of the BHA.

VHA and/or BHA shall perform the following maintenance services:

- a) Provide as-needed Maintenance services to BHA properties. These services may include vacancy turnover services, landscaping/work order completion services and/or other maintenance services as deemed necessary.
- b) Provide as-needed Maintenance services to VHA properties. These services may include vacancy turnover services, landscaping/work order completion services and/or other maintenance services as deemed necessary.

4. RIGHT TO HIRE OTHERS:

- a) VHA and/or BHA shall have the right to designate its staff to assist in fulfilling VHA and/or BHA's responsibilities under this Agreement. Compensation for such employees shall be pursuant to the rates indicated on Attachment A.

5. INDEPENDENT CONTRACTOR: VHA and/or BHA employees designated to perform services under this contract shall be deemed to be independent contractors, as a group and separately, and shall not be deemed to be employees of VHA and/or BHA for any purpose whatsoever.

6. CONTRACT PERIOD AND OPTION TO EXTEND: The contract shall be effective upon the execution of this Agreement and shall continue until **September 30, 2025**, unless terminated before as permitted in this Agreement. The contract shall be automatically renewed for a five-year term unless written notice is received by either party at least 30 days prior to the expiration day.

7. BOND AND INSURANCE: VHA on the effective date of this contract, shall, furnish BHA with a fidelity bond issued by a surety company satisfactory to BHA in the amount of \$1,000,000.00 indemnifying BHA against loss, theft, embezzlement, or other fraudulent acts on the part of VHA or its employees. The cost of said bond is included in the annual fee.

- a) VHA and/or BHA shall carry such Worker's Compensation insurance as is now or hereafter required by law as to those persons performing services for BHA pursuant to this Agreement.

8. INDEMNIFICATION AND LIABILITY INSURANCE:

- a) BHA shall indemnify, hold harmless and defend VHA against all claims that arise out of or result from its performance of this Agreement. VHA shall indemnify, hold harmless and defend BHA against all claims that arise out of or result from its performance of this Agreement

- b) BHA at its cost shall obtain an insurance policy for Officers, directors, and Employees covering VHA employees who perform services pursuant to this Agreement in the amount of \$1,000,000.00 or, in the alternative, VHA shall be added to the policy of BHA insuring the Directors, Officers and Employees of the VHA. VHA at its cost shall obtain an insurance policy for Officers, directors, and Employees covering VHA employees who perform services pursuant to this Agreement in the amount of \$1,000,000.00.
- c) BHA shall continue, in force, liability insurance coverage naming VHA and its Officers, Commissioners, and staff as additional insured. VHA shall continue, in force, liability insurance coverage naming BHA and its Officers, Commissioners, and staff as additional insured
- d) If BHA or VHA refuses or fails to obtain and continue such insurance prior to the effective date of this Agreement, said Agreement shall be null and void.

9. RECORDS: VHA and/or BHA shall maintain a comprehensive system of records, books, and accounts in a manner satisfactory to HUD and VHA and/or BHA. All records, books, and accounts, together with all documents, papers and records of VHA and/or BHA which relate to the operation of VHA and/or BHA shall be available for examination at reasonable hours by any authorized representative of HUD, the Comptroller General or New Jersey Department of Community Affairs and VHA and/or BHA. VHA and/or BHA will turn over all records to VHA and/or BHA at the termination of this contract. All records shall be maintained at the offices of the VHA and/or BHA.

10. EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this contract, VHA and BHA agrees as follows:

- a) VHA\BHA will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. VHA\BHA agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this Equal Opportunity clause.
- b) In the event of VHA's\BHA's noncompliance with the Equal Opportunity clause of this contract or with any other such rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and VHA\BHA may be declared ineligible for further contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1966, and such other sanctions may be imposed and remedies invoked as provided in such order, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

11. LIMITATION ON EXPENDITURES: Notwithstanding any of the foregoing provisions, the prior approval of BHA will be required for any expenditure.

12. NOTICES: Where notice to a party is required under the terms of this Agreement, such notice shall be given to and such approval shall be given to the following representatives of each party:

Carla Giovianazzi, Chairperson of The Housing Authority of the Borough of Buena

Mario Ruiz-Mesa, Chairperson of Vineland Housing Authority

13. CONTINGENCIES: This contract shall be subject to the approval of the United States Department of Housing and Urban Development.

14. The parties agree that this agreement is in lieu of the 120-day notice provision provided by N.J.S.A. 10A:12A-18, and that VHA expressly waives the benefit of same.

15. SHARED SERVICES ACT: This agreement complies with the "Uniform Shared Services and Consolidation Act", N.J.S.A. 40A:65-1 et seq. (the "Act"), the New Jersey Legislature has encouraged any local unit of the State to enter into an agreement with any other local unit or units for the joint provision within their several jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction as a means to reduce local expenses funded by property taxpayers.

16. INTERPRETATION: This Agreement shall be interpreted under the laws of the State of New Jersey. This Agreement constitutes the entire agreement between the parties and no changes will be valid unless made by in writing and executed by the parties.

ATTEST: HOUSING AUTHORITY OF THE BOROUGH OF BUENA

ATTEST: Christine M. [Signature] By: Carla Giovinazzi

Carla Giovinazzi, Chairperson

ATTEST: HOUSNG AUTHORITY OF THE CITY OF VINELAND

ATTEST: Georgia Fomales By: Mario Ruiz-Mesa

Mario Ruiz-Mesa, Chairperson

SEE ATTACHED — "ATTACHMENT A"

**ATTACHMENT A
SCHEDULE OF SERVICES
2023—2025**

For Public Housing — 60 Units

- a) Carry out the organizational, managerial, supervisory, coordinating and monitoring functions for BHA.
- b) Provide leadership to BHA and the community in the management and maintenance of decent, safe and sanitary affordable housing for residents of BHA.
- c) Establish appropriate advocacy relationships with, and act as BHA's primary spokesperson and representative to local, state and federal elected officials and administrative personnel, resident representatives and organization and private sector organizations and foundations.
- d) Promote the creation and sustenance of a cohesive functioning community partnership to facilitate housing and development activities.
- e) Advocate through appropriate channels legislative and administrative policies, programs and positions that will advance BHA's housing and redevelopment mandate.
- f) Perform and execute all management duties for BHA according to applicable federal and state statutes.
- g) Take all personnel, management and administrative actions to facilitate the day-to-day operation of BHA, except hiring, firing and disciplinary action of any employee of BHA shall be subject to approval of the Commissioners of BHA.
- h) Coordinate and oversee all functions exercised by VHA under this agreement.
- i) Make recommendations for plans and policies to correct any managerial deficiencies within BHA.
- j) Prepare the agenda for and attend all regular and special meetings of the BHA.

Annual Fee: \$30,000 (to be invoiced monthly)

OTHER SERVICES AS NEEDED

DEVELOPMENT ACIVITIES	\$80 - \$125
ADMINISTRATIVE	\$50 - \$90
ACCOUNTING	\$60 - \$100
INSPECTIONS	\$50 - \$90
IT ASSISTANCE	\$50 - \$90
CAPITAL FUND	\$50 - \$90
OCCUPANCY SPECIALIST	\$50 - \$90
MAINTENANCE	\$50 - \$90
SOCIAL SERVICES - MSW	\$50 - \$90
HOME SUPPORT SERVICES	\$40 - \$90

***Fees do not include mileage; Hourly rates will be charged Portal-Portal.**

2/10/23

HOUSING AUTHORITY OF VINELAND - FEBRUARY, 2023 - EVICTIONS

1. FELICIA FORD

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. A Case Management Conference took place on November 28, 2022. Trial was scheduled for February 8, 2023. Prior to trial, the tenant filed for Chapter 7 Bankruptcy and we were required to dismiss the case with the Court. This matter will be removed from the list.

2. MICHAEL JOHNSON

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. While we were waiting for the Court to schedule a Case Management Conference, VHA advised us to dismiss the case with the Court. This matter will be removed from the list.

3. ADRIANA DELGADO

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. The Case Management Conference took place on February 6, 2023. We are currently awaiting a date for Trial from the Court.

4. JENNIFER RIVERA

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. While we were waiting for the Court to schedule a Case Management Conference, VHA advised us to dismiss the case with the Court. This matter will be removed from the list.

5. SANTA SANTANA

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We are currently awaiting a Case Management Conference date from the Court.

6. AMY DELGADO

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We are currently awaiting a Case Management Conference date from the Court.

7. IVELISSE RIVERA

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We are currently awaiting a Case Management Conference date from the Court.

2/10/23

MELROSE COURT - FEBRUARY, 2023 - EVICTIONS

1. YESMARIE TORRES-TORRES

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. A Case Management Conference was held on February 6, 2023. We are currently awaiting a date for Trial from the Court.

2. SALLY BELTRAN-ACEVEDO

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. The Case Management Conference took place on February 6, 2023. We are currently awaiting a date for Trial from the Court.

3. ISA SERRANO

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We are currently awaiting a Case Management Conference date from the Court.