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*Housing Authority of the  
City of Vineland*

*191 W. Chestnut Ave. – Vineland, NJ 08360*



*Board of Commissioners'*

*Meeting*

*January 21, 2021*

*5 p.m.*

*Board of Commissioners*  
Mario Ruiz-Mesa, Chairman  
Chris Chapman  
Brian Asselta  
Daniel Peretti  
Alexis Cartagena  
Gary Forosisky  
Rudolph Luisi  
Charles W. Gabage, 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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TTY: 800-852-7899

*Jacqueline S. Jones, Executive Director*

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January 15, 2021


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 via Zoom video/tele-conference Thursday, January 21, 2021 at **5:00 p.m.**

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

## A G E N D A

Thursday, January 21, 2021  
5:00 p.m.

Via Zoom Video/Tele-Conference

1. Open Meeting
2. Roll Call
3. Reading of the "Sunshine Law Statement"
4. Approval of Minutes of the Regular Meeting conducted on October 15, 2020  
Approval of Minutes of the Regular Meeting conducted on December 17, 2020
5. Fee Accountant's Report
6. Executive Director's Report
7. Committee Report
8. Old Business
9. New Business
10. Resolutions:
  - # 2021-01 Monthly Expenses (**revised**)
  - # 2021-02 Official Newspaper for Business Related Matters and Contracting Purposes
  - # 2021-03 Authorizing the Execution of a Sub-Grantee Agreement with the City of Vineland for the Computer Learning Center
  - # 2021-04 Purchase Authority Vehicle (Section 8 Program Funds)
  - # 2021-05 Shared Services Agreement with Bridgeton Housing Authority for Landscaping Services
  - # 2021-06 Relocation Plan for Kidston & Olivio Towers
  - # 2021-07 Award As-Needed Electrical Services
  - # 2021-08 Authorizing Conditional Payment of Additional Compensation from the Ocean City Housing Authority to the Housing Authority of the City of Vineland
- 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, December 17, 2020**  
**5:00 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order via video teleconference by Chairman Ruiz-Mesa on Thursday, December 17, 2020 at 5:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman	
Commissioner Rudolph Luisi	
Commissioner Alexis Cartagena	<i>(absent)</i>
Commissioner Gary Forosisky	<i>(absent)</i>
Commissioner Daniel Peretti	<i>(absent)</i>
Commissioner Brian Asselta	
Chairman Mario Ruiz-Mesa	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant, Michael Thilker, Auditor – Bowman & Co. and Gloria Pomales Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on October 15, 2020. Tabled for next month.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on November 19, 2020. A motion was made by Commissioner Asselta and seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

## **New Business:**

Chairman Ruiz-Mesa moved the order of the meeting and requested the audit report from Mike Thilker of Bowman and Company. Mike Thilker thanked Jackie, the VHA staff and the accountants for their assistance. He mentioned Nina Sorelle ,of Bowman and Company, apologized for not attending the meeting this evening.

Mr. Thilker reported on the audit for FYE 2019 for the Vineland Housing Authority and the Vineland Housing Development Corporation (VHDC) stating the reports are clean with no issues and/or findings. There is no management letter since nothing was found significant enough to bring to the attention of the Board. He asked if there were any questions. Seeing none, Mr. Thilker reviewed the liabilities and income statements as well as operating costs. He encouraged the Board to read the letter of governance. The audit was clean.

Mr. Thilker also reviewed the VHDC audit, which was also a clean report. VHDC is pretty standard and there is no current activity. It had no revenue for the current year and its expenses were due to professional fees and insurance. Mrs. Jones stated the development fee receivable went down because Melrose made a payment. It is anticipated another payment will be made by Melrose by the end of this fiscal year.

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the two months ended November 30, 2020.

### **Executive Director's Report:**

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones mentioned she included in her report some of the work that will be done at Kidston and Olivio Towers. One of the first items is the replacement of the roof at Kidston and Olivio. This went out to bid and the responses came back. There is a resolution tonight to award that contract. The Authority feels comfortable to replace the roof at Kidston and Olivio. The Authority does not feel comfortable doing any of the other work yet due to the pandemic. The Authority will wait until after the holidays. Information says we should know the height of the infection after Christmas around mid-January.

The Authority is working on a camera replacement project at Asselta Acres. Ron Miller is working on that with the architect. There is a need to replace the cameras as well as replacement of the recording equipment.

Regarding D'Orazio and the Scattered Site disposition, there are no changes on any those projects. Mrs. Jones reminded everyone that the scattered site disposition funds from the sale of the properties will be needed for the D'Orazio Terrace project. The RFP for realtors is in motion and will probably be put out in the next month or so.

There is one vacancy at Melrose Court due to the resident purchasing a home. The unit will be filled shortly. Mrs. Jones reported there is a participant in the Family Self-sufficiency Program who is graduating from the program this month and is also purchasing a home.

The Authority has high balances on the tenant accounts receivable accounts. There are 21 residents with large balance and of the 21 most of them are families, 7 of are seniors. They have decided to not pay their rent. Some as far back as April. The average amount is about \$1,600 with a total of about \$30,000 through December. The Authority has reached out to the residents to enter into repayments agreements or if they needed an interim, but no response. Mrs. Jones is not sure what is going to happen with this. She wants the Board to be aware, the VHA will file for eviction for when the courts open up. HUD has encouraged the Authority to try to enter into a repayment agreement with residents. The VHA is trying to do this but is not getting a lot of feedback from the residents.

## **Committee Report**

Chairman Ruiz-Mesa requested a report from the re-organization committee. Commissioner Chapman was the Chairman of the Committee. Commissioner Chapman reported the recommendation of the committee was to keep the election of officers as they are currently with Ruiz-Mesa as Chairman, himself as Vice-Chair and Mrs. Jones as the Secretary/Treasury. He turned the meeting over to Mr. Gabage. Mr. Gabage 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 to election of the three nominations reported by Commissioner Chapman. A motion was made by Commissioner Asselta; seconded by Commissioner Luisi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Old Business:** None.

**New Business:** None.

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

### **Resolution #2020-69** **Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$1,025,986.09. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

### **Resolution #2020-70** **Resolution Approving 2021 Board Meeting Dates**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-70. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2020-71**  
**Resolution Appointing JIF Fund Commissioner**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-71. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2020-72**  
**Resolution Adopting Protection and Safe Treatment of Minors Policy**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-72. Mrs. Jones explained this is a new policy suggested by PHA JIF addressing the protection and safe treatment of minors. The staff has been trained via online training regarding this policy. Managers and supervisors will need to attend a webinar by June 2021. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2020-73**  
**Resolution Awarding Roof Replacement – Kidston & Olivio Towers**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-73. Mrs. Jones stated there were four proposals received and reviewed the bid amounts. Mr. Gabage reviewed the lowest bid and recommends its award to Jottan, Inc. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2020-74**  
**Resolution Authorizing Contract with Wheat Road Cold Cuts**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-74. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2020-75**  
**Resolution Adopting Revisions to the Public Housing Admissions and Continued Occupancy Policy and Section 8 Administrative Plan**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-75. Mrs. Jones explained part of the COVID relief package gave HUD the authority to provide waivers to certain rules and regulations for housing authorities. The Authority is taking advantage of the inspection waivers as inspections were not conducted during the pandemic to not expose staff or residents unnecessarily to the virus. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2020-76**  
**Audit Review Certificate FYE 2019**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-76. Mrs. Jones stated Mike Thilker presented the Audit FYE 2019, which is normally due June 2020, but HUD gave an extension. All Commissioner will need to sign the Audit Certification. It will be emailed to everyone for signatures and must be returned to the Authority. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(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 additional comments from Board Members.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:33 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer

**HOUSING AUTHORITY OF THE CITY OF VINELAND**  
**FINANCIAL REPORT FOR THE THREE MONTHS ENDED DECEMBER 31, 2020**

	<u>ANNUAL BUDGET</u>	<u>BUDGET THRU DEC</u>	<u>ACTUAL THRU DEC</u>	<u>FROM BUDGET (+OVER/-UNDER)</u>
<b><u>INCOME</u></b>				
TENANT RENT	964,500	324,225	313,868	(10,357)
UTILITY REIMB.	(1,000)	(250)	(462)	(212)
EXCESS UTILITIES	600	600	555	(45)
LAUNDRY AND VENDING	3,550	2,838	3,932	1,094
OTHER INCOME MISC.	7,560	2,595	(1,055)	(3,650)
PHA OPERATING SUBSIDY	458,020	209,245	238,756	29,511
SECTION 8 ADMIN. FEE INCOME	790,000	197,500	152,671	(44,829)
CAPITAL FUNDS	324,990	81,248	0	(81,248)
ROSS GRANT	90,000	22,500	0	(22,500)
FSS GRANT-PH	70,000	17,500	17,500	0
CSP-CONGREGATE SERVICES INCOME	87,070	22,780	25,246	2,466
INVESTMENT INCOME	12,760	3,610	1,714	(1,896)
CF MANAGEMENT FEE	155,430	38,858	0	(38,858)
MGMT FEE-PH	301,000	75,250	63,061	(12,189)
MGMT FEE-SEC 8	133,200	33,300	25,200	(8,100)
MGMT FEE-MELROSE	12,000	3,000	2,985	(15)
MGMT FEE-RAD	106,000	26,500	43,682	17,182
BOOKKEEPING FEE	33,330	8,333	6,465	(1,868)
BOOKKEEPING FEE-SEC 8	83,250	20,813	15,750	(5,063)
ASSET MGMT FEE	45,000	11,250	9,220	(2,030)
ROOFTOP RENTALS	9,000	9,000	9,115	115
SHOP RENT	64,800	16,200	16,200	0
INCOME FROM OTHER AUTHORITIES	241,910	60,476	60,348	(128)
SERVICE INCOME FROM MELROSE	34,000	8,500	8,000	(500)
MISCELLANEOUS INCOME	200	50	8,945	8,895
TRANSFERS IN	1,680	420	0	(420)
<b>TOTAL INCOME</b>	<b>4,028,850</b>	<b>1,196,340</b>	<b>1,021,696</b>	<b>(174,644)</b>
<b><u>EXPENSES</u></b>				
<b>ADMINISTRATION:</b>				
ADMINISTRATIVE SALARIES	836,050	221,515	196,507	(25,008)
PAYROLL TAXES	140,490	37,223	13,886	(23,337)
HEALTH BENEFITS	273,960	72,870	55,210	(17,660)
PENSION EXPENSE	56,530	15,198	21,429	6,231
CRIMINAL BACKGROUND CHECKS	6,000	1,500	0	(1,500)
TNT/EMPL SCREENING	1,000	250	2,330	2,080
LEGAL-GABAGE	25,830	6,705	4,175	(2,530)
LEGAL-OTHER	5,000	1,250	105	(1,145)
STAFF TRAINING	17,500	4,750	50	(4,700)
TRAVEL	3,420	983	0	(983)
ACCOUNTING	85,000	21,250	21,250	0
AUDITING	32,900	9,350	9,350	0
PORT OUT ADMIN FEES	4,000	1,000	657	(343)
MANAGEMENT FEES	297,380	94,873	88,261	(6,612)
BOOKKEEPING FEES	105,580	29,395	22,214	(7,181)
ASSET MGMT FEES	20,640	7,410	9,220	1,810
CONSULTANTS	8,000	2,000	1,006	(994)
IT CONSULTANTS	90,670	23,920	11,061	(12,859)

**HOUSING AUTHORITY OF THE CITY OF VINELAND**  
**FINANCIAL REPORT FOR THE THREE MONTHS ENDED DECEMBER 31, 2020**

	<u>ANNUAL BUDGET</u>	<u>BUDGET THRU DEC</u>	<u>ACTUAL THRU DEC</u>	<u>FROM BUDGET (+OVER/-UNDER)</u>
CONSULTANTS-RAD	8,000	2,000	0	(2,000)
RAD CONVERSION EXPENSES	6,000	1,500	0	(1,500)
MEMBERSHIP DUES/FEES	7,370	1,970	389	(1,581)
PUBLICATIONS	2,470	745	0	(745)
ADVERTISING	5,030	1,505	736	(769)
OFFICE SUPPLIES	9,920	2,795	681	(2,114)
COMPUTER & SOFTWARE EXPENSES	110,170	28,420	36,185	7,765
FUEL-ADMIN	4,670	1,295	0	(1,295)
PHONE AND INTERNET	44,870	11,720	8,967	(2,753)
POSTAGE	9,800	2,825	2,040	(785)
COPIER SUPPLIES	6,170	2,045	1,386	(659)
SMALL OFFICE EQUIPMENT	2,000	500	2,201	1,701
APPLICATION FEES	1,000	250	0	(250)
INSPECTION FEES	17,710	6,331	6,370	39
MISCELLANEOUS EXPENSES	59,350	15,400	4,710	(10,690)
<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>2,304,480</b>	<b>630,743</b>	<b>520,376</b>	<b>(110,367)</b>
<b>TENANT SERVICES:</b>				
SALARIES-CONGREGATE SERVICES	45,600	11,400	9,135	(2,265)
PAYROLL TAXES	3,650	913	646	(267)
MEALS	44,000	11,000	9,544	(1,456)
FSS ESCROWS-PH	4,800	1,200	1,176	(24)
OTHER	11,370	2,843	1,917	(926)
<b>TOTAL TENANT SERVICES</b>	<b>109,420</b>	<b>27,355</b>	<b>22,418</b>	<b>(4,937)</b>
<b>UTILITIES:</b>				
WATER	39,630	13,342	13,220	(122)
ELECTRIC	182,940	62,490	47,466	(15,024)
GAS	48,400	27,475	12,330	(15,145)
GARBAGAE/TRASH REMOVAL	19,870	4,968	4,664	(304)
SEWER	73,530	28,380	26,826	(1,554)
<b>TOTAL UTILITIES EXPENSE</b>	<b>364,370</b>	<b>136,655</b>	<b>104,506</b>	<b>(32,149)</b>
<b>ORDINARY MAINTENANCE AND OPERATIONS:</b>				
MAINTENANCE LABOR	242,870	77,518	66,435	(11,083)
PAYROLL TAXES	28,900	10,053	4,694	(5,359)
HEALTH BENEFITS	60,190	20,928	19,432	(1,496)
PENSION EXPENSE	31,280	9,761	5,447	(4,314)
MAINT. TRAVEL/TRAINING	200	50	0	(50)
VEHICLE GAS, OIL, GREASE	13,300	3,325	3,277	(48)
VEHICLE PURCHASES	35,000	8,750	0	(8,750)
MATERIALS	163,370	56,675	20,530	(36,145)
CONTRACT-COSTS	206,820	67,635	41,537	(26,098)
REPAIRS-VEHICLES	3,410	1,040	3,248	2,208
RENT EXPENSE	22,230	8,295	8,298	3
EXTERMINATION	10,680	3,930	1,730	(2,200)
TRASH REMOVAL	8,770	3,820	4,192	372
<b>TOTAL ORDINARY MAINT. &amp; OPERATIONS EXP.</b>	<b>827,020</b>	<b>271,780</b>	<b>178,820</b>	<b>(92,960)</b>

**HOUSING AUTHORITY OF THE CITY OF VINELAND**  
**FINANCIAL REPORT FOR THE THREE MONTHS ENDED DECEMBER 31, 2020**

	<b>ANNUAL BUDGET</b>	<b>BUDGET THRU DEC</b>	<b>ACTUAL THRU DEC</b>	<b>FROM BUDGET (+OVER/-UNDER)</b>
<b>GENERAL EXPENSES:</b>				
BAD DEBTS	2,000	500	500	0
COMPENSATED ABSENCES	28,480	7,923	7,558	(365)
FSS ESCROWS-SEC 8	19,350	4,838	6,277	1,439
INSURANCE	103,050	35,090	35,452	362
INTEREST EXPENSE	15,000	3,750	0	(3,750)
OTHER GENERAL EXPENSES	1,500	375	375	0
PAYMENTS IN LIEU OF TAXES	64,800	19,950	22,282	2,332
PORT-IN HAP EXPENSE	500	125	0	(125)
REPLACEMENT RESERVES	95,000	23,750	23,751	1
RETIREE HEALTH BENEFITS	63,240	18,435	16,835	(1,600)
<b>TOTAL GENERAL EXPENSES</b>	<b>392,920</b>	<b>114,736</b>	<b>113,030</b>	<b>(1,706)</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>3,998,210</b>	<b>1,181,269</b>	<b>939,150</b>	<b>(242,119)</b>
<b>PROFIT (LOSS) EXCLUDING HAP</b>	<b>30,640</b>	<b>15,071</b>	<b>82,546</b>	<b>67,476</b>
		0		
HAP REVENUES	6,026,990	1,506,748	1,367,100	(139,648)
HAP EXPENSES	6,007,640	1,501,910	1,320,869	(181,041)
NET HAP (LOSS)	19,350	4,838	46,231	41,394
<b>GRAND TOTAL PROFIT (LOSS)</b>	<b>49,990</b>	<b>19,908</b>	<b>128,777</b>	<b>108,869</b>

# Housing Authority of the City of Vineland

## Administrative Report

**DATE:** January 14, 2021

**TO:** Board of Commissioners, Vineland Housing Authority

**FROM:** Jacqueline S. Jones, Executive Director

**SUBJECT:** Monthly Report (Stats for December 2020)

**PERIOD:** December 10, 2020 to January 14, 2021

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### **COVID-19 Pandemic – Operating Status**

The COVID-19 Operating Status as reported last month remains in effect. This status will remain in effect for the foreseeable future as we continue to monitor information from the Governor’s daily updates. The goal is to maintain a safe environment for Authority residents and staff to live and work.

The Authority is pursuing the cost of minor renovations to the Administrative Offices for the purposes of constructing a space to provide a safe “social distancing” environment for applicant and resident communication.

*Update: The renovation of the office space for the above-mentioned purpose is complete and in use.*

## **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.

<b>Development</b>	<b>CHAP Award Date</b>	<b>RAD Closing Date</b>	<b>RAD Effective Date</b>
<b>Kidston/Olivio</b>	<b>02/13/2018</b>	<b>11/6/2020</b>	<b>12/01/2020</b>
<b>Tarkiln/Asselta</b>	<b>03/25/2015</b>	<b>11/16/2018</b>	<b>12/01/2018</b>
<b>Parkview</b>	<b>03/25/2015</b>	<b>11/16/2018</b>	<b>12/01/2018</b>
<b>D’Orazio</b>	<b>12/07/2018</b>	<b>TBD</b>	<b>TBD</b>

## **Kidston & Olivio Towers – Renovation Projects**

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

### **Scope of Work**

#### **a. Replacement of Roofs - Kidston & Olivio Towers**

#### **b. Kidston Towers**

- a. New lobby windows; stair tower window;
- b. Façade caulking/sealing & selective repointing;
- c. Interior plumbing renovations
  - i. Phased replacement of plumbing stacks;
  - ii. Domestic water filtration system;
  - iii. New fire-rated plumbing access panels;
  - iv. Complete bathroom replacements;
  - v. Accessibility upgrades to common area restrooms;
  - vi. HVAC circulation pumps replaced;

## **Kidston & Olivio Towers – Renovation Projects – (continued)**

### **Scope of Work**

#### **c. Olivio Towers**

- a. Replace A/C sleeves;
- b. Complete window replacement in units & common areas;
- c. Replace window unit stool throughout;
- d. Domestic water filtration system;
- e. Domestic water pump;
- f. Accessibility upgrades to common area restrooms;

*There is a Relocation Plan in the resolution section of this report for board consideration. Relocation of residents at Kidston Towers will be required due to the extensive renovations in the replacement of the domestic water plumbing pipes and the complete renovation of the bathrooms in each unit.*

### **D’Orazio Terrace - Redevelopment**

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

## **Scattered Site Disposition - Status**

*Update: The Scattered Site disposition status was discussed at the October Board Meeting.*

*The following topics were reviewed:*

- The Scattered Sites homes must be sold prior to the next redevelopment to be used in that redevelopment or the funds must be returned to HUD per HUD regulation;
- A Request for Proposal is being finalized for Realtors/Brokers to list the homes;
- A Relocation Plan for the residents is being developed by the Authority's Consultant for review;
- *The Executive Director and Consultant have a conference call scheduled for Friday, January 14<sup>th</sup> to further discuss the disposition of the scattered site homes. The requirements seem to be ever changing and we hope to receive further guidance from this meeting. An update on the project will be given at the board meeting.*

## **Melrose Court**

The property currently has one vacancy 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
<b>Brian Asselta</b>	Completed
<b>Chris Chapman</b>	Completed
<b>Alexis C. Cartagena</b>	Completed
<b>Gary Forosisky</b>	<b>In Progress – To be Completed by 7/15/2021*</b>
<b>Skip Luisi</b>	Completed
<b>Mario Ruiz-Mesa</b>	Completed
<b>Daniel J. Peretti, Jr.</b>	Completed

- **The Spring 2021 Schedule for the NJ Local Housing Authority and Redevelopment Training Program classes should be published in January or February 2021. The Spring 2021 schedule will be provided when it becomes available. Please contact Gloria Pomales at (856) 691-4099 x 106 to Register for these courses.**

**Program Statistics Report**

**10/2020 - 10/2021**

**Dec2020**

**Nov2020**

**Oct2020**

<b>Tenant Accounts Receivable</b>			
Number of "non-payment of rent" cases referred to the solicitor	17	0	0
<b>Tenant Relations</b>			
Total number of units to be inspected in fiscal year	600	600	600
Number of inspections actually completed this month - all sites	9	0	1
Total number of units inspected year-to-date - all sites	220	211	211
City Inspections	0	0	0
<b>Occupancy</b>			
Monthly Unit Turnaround Time (Avg) (Down, Prep & Leasup Time)	N/A	N/A	214
Annual Unit Turnaround Time (For Fiscal Year)	214	214	214
Monthly - Number of Vacancies Filled (this month)	0	0	1
Monthly - Average unit turnaround time in days for lease up	36	36	36
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	16.00	16	16
PIC Score	86.34%	98.14%	96.92%
Occupancy Rate	92.83%	93.50%	93.83%
<b>Public Housing Waiting List Applicants</b>			
Families - <b>OPEN FOR 3,4,5 &amp; 6 Bedrooms; 2 Bedroom List Remains Closed;</b>	487	434	434
Elderly (Seniors - 62+)/Disabled - <b>OPEN FOR 0 &amp; 1 Bedrooms</b>	1,358	595	596
Average work order turnaround time in days - Tenant Generated	1.65	2.17	1.55
Number of routine work orders written this month	378	407	349
Number of outstanding work orders from previous month	62	45	45
Total number of work orders to be addressed this month	440	452	1,081
Total number of work orders completed this month	440	434	394
Total number of work orders left outstanding	0	18	45
Number of emergency work orders written this month	2	3	0
Total number of work orders written year-to-date	756	756	349
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	8	5	8
<b>Section 8</b>			
Level of leased units of previous month was:	704	697	707
Level of leased units this month is:	694	704	697
Number of increased leased-units over last month	-10	7	-10
Total number of units inspected this month	3	3	7
<b>Programs (Voucher):</b>			
ABA Utilization %	106%	90.26%	90.92%
Repayment Agreements	7	6	6
Total repayments due YTD	\$ 21,755	\$ 19,538	\$ 19,538
Total repayments received YTD	\$ -	\$ -	\$ -
PIC Score (Oakview added 10/13)	95.89%	97.84%	94.04%
Section 8 Housing Choice Voucher Waiting List Applicants - <b>CLOSED</b>	4,131	4,129	4,131
Section 8 Project Based Waiting List Applicants- <b>Oakview - OPEN</b>	385	160	39
Section 8 Project Based Waiting List Applicants- <b>Buena HA - OPEN - to Close 12/31/19</b>	178	180	182
Section 8 - Percentage Housed Based on Income Limit - ELV vs VLI/LI	71%/29%	67%/33%	78%/22%
<b>Department of Social Services - FSS</b>			
<b>Family Self-Sufficiency - Public Housing and Section 8 Voucher Combined</b>			
The number of residents that received "outreach" information about FSS	7	6	10
The number of residents signed on to the program. (FSS Contracts).	26	27	28
The number of FSS Participants with established escrow accounts.	14	14	15
Number of residents in need of employment skills (GED, DL, Job Training.)	3	5	5
The number of meetings, workshops and case management services	0	7	7
<b>Congregate Services</b>			
Number of Clients in the Congregate Program	32	34	36
Number of clients on Meal Program	17	17	18
Number of clients on Homemaking Program	22	23	25
Number of clients on Laundry Services (This service is included in housekeeping)	10	13	14

**Program Statistics Report**

**10/2020 - 10/2021**

**Dec2020**

**Nov2020**

**Oct2020**

Number of clients on Shopping Services (This service is included in housekeeping)	5	7	8
<b>Registered Nurse</b>			
Number of clients served this month	122	93	86
Blood Pressure Clinics ( clinics) # of residents attending	0	0	0
Health Assessments/re-assessments	9	9	8
Meds Supervision	41	28	29
<b>VHA - ROSS (FAMILY)</b>			
Number of Resident on ROSS (Family)	43	43	40
Number of residents that received case management services	6	19	20
Number of Meetings	0	10	8
Number of residents enrolled in academic/employment workshops (FSS)	3	5	5
<b>VHA - ROSS (MEDICAL)</b>			
Number of residents received health assessments for the month	0	9	8
Number of residents - health activities of daily living assessments	0	1	2
ROSS - residents medical monitoring for the month	41	28	29
ROSS / self-sufficiency - improve living conditions	2	4	4
<b>Community Development Block Grant Program</b>			
<b>Clients Served</b>			
Number of new clients served	2	0	0
Number of ongoing clients	72	71	71
Total clients currently being served this month	50	10	10
<b>Income</b>			
Median Family Income (MFI)	0	0	0
Moderate 80%-51% (MFI)	29%	28%	28%
Low 50%-31% (MFI)	23%	23%	23%
Very Low 30%-0% (MFI)	20%	20%	20%
<b>Client Demographics</b>			
White	9	8	8
Black	6	6	6
American Indian	0	0	0
Asian	0	0	0
Other	0	0	0
Hispanic	57	57	57
Non-Hispanic	15	14	14

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

**RESOLUTION #2021-01**

**A Resolution Approving Regular Monthly Expenses**

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

**WHEREAS**, prior to the Board meeting, a member of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment of the expenses on the Check List in the amount of **\$2,042,754.27**.

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

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

**Resolution moved by Commissioner**

**Resolution seconded by Commissioner**

**VOTE:**

<b>Commissioner</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 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**  
 01/21/21

<u>CHECK NO.</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
<b>SECTION 8 HAP PROGRAM</b>		
2940 - 2969	LANDLORD/TENANT CHECKS AND OTHER	\$ 118,672.00
15201 - 15344	DIRECT DEPOSITS-LANDLORDS HAPS	449,808.00
<b>SECTION 8 ADM FEE ACCOUNT</b>		
547 - 550	LANDLORD/TENANT CHECKS AND OTHER- Ocean First	219.12
-	LANDLORD/TENANT CHECKS AND OTHER- BB&T	0.00
<b>SECTION 8 NHOP</b>		
-	COMPUTER CHECKS	0.00
<b>NHOP INVESTMENTS</b>		
-	COMPUTER CHECKS- Ocean First	0.00
-	COMPUTER CHECKS- BB&T	0.00
<b>CAPITAL BANK SECURITY DEPOSIT</b>		
185 - 186	COMPUTER CHECKS	1,110.81
<b>CAPITAL BANK FSS ESCROW</b>		
-	COMPUTER CHECKS	
<b>CAPITAL BANK GEN/FUND PH</b>		
2195 - 2211	COMPUTER CHECKS	1,088,739.35
<b>COCC CASH ACCOUNT</b>		
9106 - 9208	COMPUTER CHECKS	293,486.08
<b>COCC EXPENDITURES</b>		
	PAYROLL/PAYCHEX INVOICES	1,104.25
	PAYROLL TAX LIABILITY	32,951.03
	HEALTH BENEFITS PAID	49,509.39
	PENSION PAYMENTS	7,154.24
		12/23/20 - 01/08/21
		12/23/20 - 01/08/21
		Jan-21
		Dec-20
<b>TOTAL</b>		<b>\$ 2,042,754.27</b>

## Payment Summary

perty=.all AND Bank=sec8hap AND mm/yy=12/2020-01/2021 AND Check Date=12/18/2020-01/21/2021 AND All Checks=Yes AND Include Voids=All Che

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	2940	0buebor - BOROUGH OF BUENA HOUSING AUTHORITY	12/31/2020	12-2020	11,656.00	
sec8hap - Section 8 HAP	2941	0ahcpv - AFFORDABLE HOUSING CORPORATION	12/31/2020	12-2020	1,373.00	
sec8hap - Section 8 HAP	2942	0ahctaaa - AFFORDABLE HOUSING CORPORATION	12/31/2020	12-2020	24,153.00	
sec8hap - Section 8 HAP	2943	0oakview - OAKVIEW APARTMENTS LLC	12/31/2020	12-2020	3,331.00	
sec8hap - Section 8 HAP	2944	ahcvtaaa - AFFORDABLE HOUSING CORP OF VINELAND	12/31/2020	12-2020	1,821.00	
sec8hap - Section 8 HAP	2945	0caguas - CAGUAS OF MUNICIPALITY	1/4/2021	01-2021	739.00	
sec8hap - Section 8 HAP	2946	0canell - CANDELARIA	1/4/2021	01-2021	194.00	
sec8hap - Section 8 HAP	2947	0osccos8 - OSCEOLA COUNTY HOUSING	1/4/2021	01-2021	1,287.00	
sec8hap - Section 8 HAP	2948	t0000613 - ALEJANDRO	1/4/2021	01-2021	18.00	
sec8hap - Section 8 HAP	2949	t0000627 - BRAGG	1/4/2021	01-2021	47.00	
sec8hap - Section 8 HAP	2950	t0001053 - MEDINA	1/4/2021	01-2021	84.00	
sec8hap - Section 8 HAP	2951	t0001469 - RAMIREZ	1/4/2021	01-2021	49.00	
sec8hap - Section 8 HAP	2952	t0001548 - SOTO	1/4/2021	01-2021	11.00	
sec8hap - Section 8 HAP	2953	t0002922 - LANE	1/4/2021	01-2021	37.00	
sec8hap - Section 8 HAP	2954	t0005298 - ANDERSEN	1/4/2021	01-2021	9.00	
sec8hap - Section 8 HAP	2955	t0005571 - CARABALLO	1/4/2021	01-2021	126.00	
sec8hap - Section 8 HAP	2956	t0005719 - STAFFORD	1/4/2021	01-2021	70.00	
sec8hap - Section 8 HAP	2957	t0008506 - HARRIS	1/4/2021	01-2021	66.00	
sec8hap - Section 8 HAP	2958	t0008553 - CARLO	1/4/2021	01-2021	77.00	
sec8hap - Section 8 HAP	2959	t0010164 - RIVERA MARTINEZ	1/4/2021	01-2021	41.00	
sec8hap - Section 8 HAP	2960	t0010166 - ORTIZ	1/4/2021	01-2021	195.00	
sec8hap - Section 8 HAP	2961	t0010665 - ORTIZ	1/4/2021	01-2021	19.00	
sec8hap - Section 8 HAP	2962	t0011153 - VELARDEZ	1/4/2021	01-2021	14.00	
sec8hap - Section 8 HAP	2963	t0011161 - BONANO	1/4/2021	01-2021	14.00	
sec8hap - Section 8 HAP	2964	t0011309 - BAKER	1/4/2021	01-2021	39.00	
sec8hap - Section 8 HAP	2965	t0012395 - DAVIS	1/4/2021	01-2021	39.00	
sec8hap - Section 8 HAP	2966	vf1033 - SEMINOLE COUNTY	1/4/2021	01-2021	1,148.00	
sec8hap - Section 8 HAP	2967	vf1093 - ORANGE COUNTY HOUSING & C D	1/4/2021	01-2021	1,419.00	
sec8hap - Section 8 HAP	2968	0ahcvktot - AFFORDABLE HOUSING CORP OF VINELAND	1/4/2021	01-2021	68,740.00	
sec8hap - Section 8 HAP	2969	0housin - VINELAND HOUSING AUTHORITY	1/15/2021	01-2021	1,856.00	
sec8hap - Section 8 HAP	15201	02llbtw - BTW 2 LLC	1/5/2021	01-2021	950.00	
sec8hap - Section 8 HAP	15202	0537grap - 529-537 GRAPE STREET,LLC	1/5/2021	01-2021	517.00	
sec8hap - Section 8 HAP	15203	0916llc - 916 LLC	1/5/2021	01-2021	937.00	
sec8hap - Section 8 HAP	15204	0abrawi - ABRAHAN & AWILDA HEREDIA	1/5/2021	01-2021	886.00	
sec8hap - Section 8 HAP	15205	0abusar - SARA ABUCHOWSKI	1/5/2021	01-2021	8.00	
sec8hap - Section 8 HAP	15206	0acojor - ACOSTA	1/5/2021	01-2021	1,778.00	
sec8hap - Section 8 HAP	15207	0acupam - PHILIP AND MARIBEL ACUTANZA	1/5/2021	01-2021	880.00	
sec8hap - Section 8 HAP	15208	0ahcpv - AFFORDABLE HOUSING CORPORATION	1/5/2021	01-2021	10,776.00	
sec8hap - Section 8 HAP	15209	0ahctaaa - AFFORDABLE HOUSING CORPORATION	1/5/2021	01-2021	67,317.00	
sec8hap - Section 8 HAP	15210	0albreb - REBECCA C THOMPSON-ALBERT	1/5/2021	01-2021	370.00	
sec8hap - Section 8 HAP	15211	0andcar - ANDUJAR	1/5/2021	01-2021	453.00	
sec8hap - Section 8 HAP	15212	0andron - RONALD ANDRO	1/5/2021	01-2021	838.00	
sec8hap - Section 8 HAP	15213	0aparab - AB APARTMENTS LLC	1/5/2021	01-2021	585.00	
sec8hap - Section 8 HAP	15214	0arbors - ROSEMAR PROPERTIES III LLC/THE ARBORS	1/5/2021	01-2021	5,154.00	

## Payment Summary

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	15215	Obarric - RICHARD BARSUGLIA	1/5/2021	01-2021	957.00	
sec8hap - Section 8 HAP	15216	Obehar - HARRY & BARBARA BEHRENS	1/5/2021	01-2021	563.00	
sec8hap - Section 8 HAP	15217	Oberedw - EDWIN C & SAVALYN BERGAMO	1/5/2021	01-2021	998.00	
sec8hap - Section 8 HAP	15218	Oberksh - ROSEMAR PROPERTIES IV LLC / CAMELOT AF	1/5/2021	01-2021	4,806.00	
sec8hap - Section 8 HAP	15219	Oberobe - OBED BERMUDEZ	1/5/2021	01-2021	997.00	
sec8hap - Section 8 HAP	15220	Oblorob - BLOUGH	1/5/2021	01-2021	960.00	
sec8hap - Section 8 HAP	15221	Obretow - BRENTWOOD TOWERS HOLDINGS, LLC	1/5/2021	01-2021	2,065.00	
sec8hap - Section 8 HAP	15222	Obrewst - BREWSTER GARDEN APARTMENTS	1/5/2021	01-2021	1,100.00	
sec8hap - Section 8 HAP	15223	Obuebor - BOROUGH OF BUENA HOUSING AUTHORITY	1/5/2021	01-2021	14,508.00	
sec8hap - Section 8 HAP	15224	Ocamnil - NILZA R CAMACHO	1/5/2021	01-2021	783.00	
sec8hap - Section 8 HAP	15225	Ocarjas - CARRIS	1/5/2021	01-2021	396.00	
sec8hap - Section 8 HAP	15226	Ocarjos - CARVALHO	1/5/2021	01-2021	471.00	
sec8hap - Section 8 HAP	15227	Ocarmar - SIMOES	1/5/2021	01-2021	1,662.00	
sec8hap - Section 8 HAP	15228	Ocasros - CASTILLO	1/5/2021	01-2021	567.00	
sec8hap - Section 8 HAP	15229	Ocdgard - CD GARDENS INC.	1/5/2021	01-2021	2,076.00	
sec8hap - Section 8 HAP	15230	Ochainv - CHAAD INVESTMENTS LLC	1/5/2021	01-2021	721.00	
sec8hap - Section 8 HAP	15231	Ochajos - JOSEPH T CHAMBERS	1/5/2021	01-2021	950.00	
sec8hap - Section 8 HAP	15232	Ocheshol - CHESTNUT SQUARE HOLDINGS LLC	1/5/2021	01-2021	2,929.00	
sec8hap - Section 8 HAP	15233	Ocorjua - CORTES	1/5/2021	01-2021	325.00	
sec8hap - Section 8 HAP	15234	Ocridan - DANA CRISS	1/5/2021	01-2021	657.00	
sec8hap - Section 8 HAP	15235	Ocruoma - OMAR CRUZ/KIARA Y CRUZ	1/5/2021	01-2021	1,117.00	
sec8hap - Section 8 HAP	15236	Odamjos - DAMATO	1/5/2021	01-2021	720.00	
sec8hap - Section 8 HAP	15237	Odelsia - SIAN DELUCA	1/5/2021	01-2021	398.00	
sec8hap - Section 8 HAP	15238	Odevhub - HUB DEVELOPERS	1/5/2021	01-2021	303.00	
sec8hap - Section 8 HAP	15239	Odocmar - MARTINS DOCK LLC	1/5/2021	01-2021	1,198.00	
sec8hap - Section 8 HAP	15240	Odondel - DELROY T DONALDSON	1/5/2021	01-2021	780.00	
sec8hap - Section 8 HAP	15241	Odouale - DOUKHNAI	1/5/2021	01-2021	332.00	
sec8hap - Section 8 HAP	15242	Oeas710 - 710 EAST ALMOND STREET ASSOCIATES LLC	1/5/2021	01-2021	383.00	
sec8hap - Section 8 HAP	15243	Oedwdip - EDWARD DIPALMA	1/5/2021	01-2021	800.00	
sec8hap - Section 8 HAP	15244	Oegbjos - JOSEPH C EGBEH	1/5/2021	01-2021	488.00	
sec8hap - Section 8 HAP	15245	Oeinmar - MARTIN JAY EINSTEIN	1/5/2021	01-2021	616.00	
sec8hap - Section 8 HAP	15246	Oestros - ESTATE OF LUIS A ROSADO-TORRES	1/5/2021	01-2021	532.00	
sec8hap - Section 8 HAP	15247	Ofarmay - MAYERFELD FARMS MANAGEMENT LLC	1/5/2021	01-2021	277.00	
sec8hap - Section 8 HAP	15248	Ofeleus - FELICIANO	1/5/2021	01-2021	718.00	
sec8hap - Section 8 HAP	15249	Ofeljoh - JOHNY FELICIANO	1/5/2021	01-2021	710.00	
sec8hap - Section 8 HAP	15250	Oflodor - FLOWERS	1/5/2021	01-2021	925.00	
sec8hap - Section 8 HAP	15251	Ogarabn - ABNER GARCIA	1/5/2021	01-2021	69.00	
sec8hap - Section 8 HAP	15252	Ogaritz - ITZAMAR GARCIA	1/5/2021	01-2021	1,292.00	
sec8hap - Section 8 HAP	15253	Ogarsal - GARCIA	1/5/2021	01-2021	1,772.00	
sec8hap - Section 8 HAP	15254	Oglejam - JAMAL GLENN	1/5/2021	01-2021	639.00	
sec8hap - Section 8 HAP	15255	Ohcrealt - H & C REALTY LLC	1/5/2021	01-2021	654.00	
sec8hap - Section 8 HAP	15256	Ohemtom - BTW 4 LLC	1/5/2021	01-2021	1,058.00	
sec8hap - Section 8 HAP	15257	Ohereri - 123 SOUTH 4TH STREET LLC	1/5/2021	01-2021	824.00	
sec8hap - Section 8 HAP	15258	Ohersof - SOFIA HEREDIA-TORRES AND RUBEN TORRE	1/5/2021	01-2021	810.00	

## Payment Summary

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	15259	Ohfprop - HF PROPERTY MANAGEMENT	1/5/2021	01-2021	3,080.00	
sec8hap - Section 8 HAP	15260	Ohofjoh - HOFMAN	1/5/2021	01-2021	1,145.00	
sec8hap - Section 8 HAP	15261	Oholasm - ASM HOLDINGS LLC	1/5/2021	01-2021	500.00	
sec8hap - Section 8 HAP	15262	Oholbull - BULLSEYE HOLDINGS LLC	1/5/2021	01-2021	998.00	
sec8hap - Section 8 HAP	15263	Ohomhec - HECS HOMES LLC	1/5/2021	01-2021	230.00	
sec8hap - Section 8 HAP	15264	Ohouriv - RIVERGROVE HOUSING PARTNERS LLC	1/5/2021	01-2021	763.00	
sec8hap - Section 8 HAP	15265	Ointers - VINELAND ASSOCIATES LLC	1/5/2021	01-2021	578.00	
sec8hap - Section 8 HAP	15266	Oinvegh - E. G. H. R. E. INVESTMENTS LLC	1/5/2021	01-2021	1,266.00	
sec8hap - Section 8 HAP	15267	Ojhorn - JOHN HORNER	1/5/2021	01-2021	166.00	
sec8hap - Section 8 HAP	15268	Ojosber - BERNADETTE P JOSEPH	1/5/2021	01-2021	2,272.00	
sec8hap - Section 8 HAP	15269	Okapala - PANDA REALTY GROUP LLC	1/5/2021	01-2021	1,254.00	
sec8hap - Section 8 HAP	15270	Okatjay - JAY-KAT INVESTMENTS, LLC	1/5/2021	01-2021	596.00	
sec8hap - Section 8 HAP	15271	Okcrent - K C RENTAL INC.	1/5/2021	01-2021	1,160.00	
sec8hap - Section 8 HAP	15272	Okotmir - KOTZIN	1/5/2021	01-2021	913.00	
sec8hap - Section 8 HAP	15273	Olandic - LANDICINI 566 LLC	1/5/2021	01-2021	919.00	
sec8hap - Section 8 HAP	15274	Olebzai - LEBRON	1/5/2021	01-2021	2,061.00	
sec8hap - Section 8 HAP	15275	Olhrent - L & H RENTALS	1/5/2021	01-2021	657.00	
sec8hap - Section 8 HAP	15276	Ollciig - IIG-1 LLC	1/5/2021	01-2021	911.00	
sec8hap - Section 8 HAP	15277	Olonlav - DAVID LONGINI	1/5/2021	01-2021	549.00	
sec8hap - Section 8 HAP	15278	Olopyad - YADIRA LOPEZ	1/5/2021	01-2021	643.00	
sec8hap - Section 8 HAP	15279	Omanlaw - LAWRENCE W MANN	1/5/2021	01-2021	625.00	
sec8hap - Section 8 HAP	15280	Omarjoe - JOEL MARTIN	1/5/2021	01-2021	723.00	
sec8hap - Section 8 HAP	15281	Omayerf - MAYERFELD SUPPLY COMPANY	1/5/2021	01-2021	750.00	
sec8hap - Section 8 HAP	15282	Omelrose - MELROSE COURT LP	1/5/2021	01-2021	16,914.00	
sec8hap - Section 8 HAP	15283	Omenbre - MENDEZ	1/5/2021	01-2021	330.00	
sec8hap - Section 8 HAP	15284	Omillvil - MILLVILLE REALTY CORPORATION	1/5/2021	01-2021	2,231.00	
sec8hap - Section 8 HAP	15285	Omiryar - MIRANDA	1/5/2021	01-2021	1,612.00	
sec8hap - Section 8 HAP	15286	Omorgan - GENESIS X MORCELO	1/5/2021	01-2021	600.00	
sec8hap - Section 8 HAP	15287	Onegcar - CARLOS NEGRON JR	1/5/2021	01-2021	959.00	
sec8hap - Section 8 HAP	15288	Ooakview - OAKVIEW APARTMENTS LLC	1/5/2021	01-2021	123,470.00	
sec8hap - Section 8 HAP	15289	Oochabvsp - OCEAN CITY HSING AUTH- BVM/SPEITEL	1/5/2021	01-2021	16,036.00	
sec8hap - Section 8 HAP	15290	Oochapn - OCEAN CITY HSING AUTH - PECKS NORTH	1/5/2021	01-2021	10,710.00	
sec8hap - Section 8 HAP	15291	Oortdan - DANNY ORTIZ	1/5/2021	01-2021	580.00	
sec8hap - Section 8 HAP	15292	Oorteli - ELIEZER ORTIZ	1/5/2021	01-2021	1,000.00	
sec8hap - Section 8 HAP	15293	Opareas - EAST PARK APTS LLC	1/5/2021	01-2021	6,121.00	
sec8hap - Section 8 HAP	15294	Oparkto - PARK TOWNE APTS LLC	1/5/2021	01-2021	12,480.00	
sec8hap - Section 8 HAP	15295	Opommac - MACARIO POMALES	1/5/2021	01-2021	577.00	
sec8hap - Section 8 HAP	15296	Oproexc - EXCEL PROPERTY MANAGEMENT LLC	1/5/2021	01-2021	333.00	
sec8hap - Section 8 HAP	15297	Oprofai - FAIOLA PROPERTY MANAGEMENT AND MAINT	1/5/2021	01-2021	603.00	
sec8hap - Section 8 HAP	15298	Oprotim - TIMARIA PROPERTIES LLC	1/5/2021	01-2021	1,500.00	
sec8hap - Section 8 HAP	15299	Oquince - QUINCE REALTY LLC	1/5/2021	01-2021	518.00	
sec8hap - Section 8 HAP	15300	Orafbar - RAFES	1/5/2021	01-2021	1,000.00	
sec8hap - Section 8 HAP	15301	Oramchr - RAMOS	1/5/2021	01-2021	850.00	
sec8hap - Section 8 HAP	15302	Oramnic - NICHOLAS P RAMBONE	1/5/2021	01-2021	1,147.00	



## Payment Summary

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	15303	Oreasar - SARA REAVES	1/5/2021	01-2021	557.00	
sec8hap - Section 8 HAP	15304	Oreasun - SUNFLOWER REALTY LLC	1/5/2021	01-2021	65.00	
sec8hap - Section 8 HAP	15305	Oregche - REGENCY CHESTNUT COURT	1/5/2021	01-2021	8,513.00	
sec8hap - Section 8 HAP	15306	Oregeas - REGENCY EAST LLC	1/5/2021	01-2021	2,052.00	
sec8hap - Section 8 HAP	15307	Orenaco - ACOSTA RENTAL LLC	1/5/2021	01-2021	619.00	
sec8hap - Section 8 HAP	15308	Orenokg - K G RENOVATIONS LLC	1/5/2021	01-2021	1,024.00	
sec8hap - Section 8 HAP	15309	Orivdie - DIEGO A RIVERA	1/5/2021	01-2021	465.00	
sec8hap - Section 8 HAP	15310	Orivisr - ISREAL J RIVERA	1/5/2021	01-2021	956.00	
sec8hap - Section 8 HAP	15311	Orivvic - VICTORIANO RIVERA JR	1/5/2021	01-2021	584.00	
sec8hap - Section 8 HAP	15312	Oroceli - ELIZABETH ROCHE	1/5/2021	01-2021	651.00	
sec8hap - Section 8 HAP	15313	Orodhen - HENRY RODRIGUEZ	1/5/2021	01-2021	837.00	
sec8hap - Section 8 HAP	15314	Orogsal - SALVATORE W ROGGIO	1/5/2021	01-2021	835.00	
sec8hap - Section 8 HAP	15315	Oromvic - VICTOR M ROMAN	1/5/2021	01-2021	799.00	
sec8hap - Section 8 HAP	15316	Orpjpro - RPJ PROPERTIES LLC	1/5/2021	01-2021	10,630.00	
sec8hap - Section 8 HAP	15317	Oruppab - RUPERTO	1/5/2021	01-2021	899.00	
sec8hap - Section 8 HAP	15318	Orusnic - RUSSO JR	1/5/2021	01-2021	494.00	
sec8hap - Section 8 HAP	15319	Osaldasda - DAMIAN & ELAINE SALAS	1/5/2021	01-2021	795.00	
sec8hap - Section 8 HAP	15320	Oschowr - W R SCHOCK LLC	1/5/2021	01-2021	1,142.00	
sec8hap - Section 8 HAP	15321	Osimseb - SIMONE	1/5/2021	01-2021	572.00	
sec8hap - Section 8 HAP	15322	Oskgcom - SKG AND CO	1/5/2021	01-2021	2,552.00	
sec8hap - Section 8 HAP	15323	Oslinco - 1890 S LINCOLN ASSOCIATES LLC	1/5/2021	01-2021	825.00	
sec8hap - Section 8 HAP	15324	Osolpro - ASSURED PROPERTY SOLUTIONS LLC	1/5/2021	01-2021	738.00	
sec8hap - Section 8 HAP	15325	Ospring - SPRING GARDENS ASSOCIATES LLC	1/5/2021	01-2021	8,992.00	
sec8hap - Section 8 HAP	15326	Osqulan - LANDIS SQUARE SR APTS	1/5/2021	01-2021	1,721.00	
sec8hap - Section 8 HAP	15327	Oswaway - WAYNE SWANSON	1/5/2021	01-2021	826.00	
sec8hap - Section 8 HAP	15328	Otarkpp - TARKILN PARK PARTNERS LLC	1/5/2021	01-2021	7,423.00	
sec8hap - Section 8 HAP	15329	Otayver - TAYLOR	1/5/2021	01-2021	876.00	
sec8hap - Section 8 HAP	15330	Othapau - ALBERTA A QUAIROLI ESTATE	1/5/2021	01-2021	1,060.00	
sec8hap - Section 8 HAP	15331	Otimsus - SUSAN V TIMMRECK	1/5/2021	01-2021	726.00	
sec8hap - Section 8 HAP	15332	Ovasdap - DAPHNE VASSALOTTI	1/5/2021	01-2021	803.00	
sec8hap - Section 8 HAP	15333	Ovinlan - VINELAND VILLAGE APTS	1/5/2021	01-2021	5,811.00	
sec8hap - Section 8 HAP	15334	Ovitdor - VITALO	1/5/2021	01-2021	952.00	
sec8hap - Section 8 HAP	15335	Owaca - WACA INVESTMENTS LLC	1/5/2021	01-2021	1,045.00	
sec8hap - Section 8 HAP	15336	Owalnut - WALNUT REALTY ASSOCIATES LLC	1/5/2021	01-2021	7,115.00	
sec8hap - Section 8 HAP	15337	Owassey - SEYMOUR WASSERSTRUM	1/5/2021	01-2021	983.00	
sec8hap - Section 8 HAP	15338	Owatrob - ROBERT H WATSON	1/5/2021	01-2021	1,350.00	
sec8hap - Section 8 HAP	15339	Owayest - ESTATE OF WAYNE F ST AUBYN	1/5/2021	01-2021	969.00	
sec8hap - Section 8 HAP	15340	Owebdia - DIANN WEBBER	1/5/2021	01-2021	475.00	
sec8hap - Section 8 HAP	15341	Owhejon - WHEELER	1/5/2021	01-2021	512.00	
sec8hap - Section 8 HAP	15342	Owrialf - ALFRED WRIGHT	1/5/2021	01-2021	720.00	
sec8hap - Section 8 HAP	15343	Oyangli - LI YING YANG	1/5/2021	01-2021	209.00	
sec8hap - Section 8 HAP	15344	Oredres - A4 RESIDENTIAL REDEVELOPMENT	1/8/2021	01-2021	951.00	

**568,480.00**

## Payment Summary

### Payment Summary

erty=.all AND Bank=sec8hap AND mm/yy=12/2020-01/2021 AND Check Date=12/18/2020-01/21/2021 AND All Checks=Yes AND Include Voids=All Che

erty=.all AND Bank=sec8adm AND mm/yy=12/2020-01/2021 AND Check Date=12/18/2020-01/21/2021 AND All Checks=Yes AND Include Voids=All Ch

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount	Reconciled
sec8adm - Section 8 Admi	547	Ocaguas - CAGUAS OF MUNICIPALITY	1/4/2021	01-2021	54.78	
sec8adm - Section 8 Admi	548	Oosccos8 - OSCEOLA COUNTY HOUSING	1/4/2021	01-2021	54.78	
sec8adm - Section 8 Admi	549	vf1033 - SEMINOLE COUNTY	1/4/2021	01-2021	54.78	
sec8adm - Section 8 Admi	550	vf1093 - ORANGE COUNTY HOUSING & C D	1/4/2021	01-2021	54.78	
					<b>219.12</b>	

### Payment Summary

erty=.all AND Bank=capsecdp AND mm/yy=12/2020-01/2021 AND Check Date=12/18/2020-01/21/2021 AND All Checks=Yes AND Include Voids=All Ch

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount	Reconciled
capsecdp - PH Sec Dep Acc	185	vha - HOUSING AUTHORITY CITY OF VINELAND	12/18/2020	12-2020	928.11	
capsecdp - PH Sec Dep Acc	186	vha - HOUSING AUTHORITY CITY OF VINELAND	11/30/2020	11-2020	182.70	
					<b>1,110.81</b>	

### Payment Summary

erty=.all AND Bank=capgenfd AND mm/yy=12/2020-01/2021 AND Check Date=12/18/2020-01/21/2021 AND All Checks=Yes AND Include Voids=All Ch

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount	Reconciled
capgenfd - Public Housing C	2195	vmu - Vineland Municipal Utilities	12/18/2020	12-2020	11,284.28	
capgenfd - Public Housing C	2196	t0000816 - RODRIGUEZ	12/18/2020	12-2020	928.11	
capgenfd - Public Housing C	2197	sjgas - South Jersey Gas Company	12/23/2020	12-2020	932.56	
capgenfd - Public Housing C	2198	vmu - Vineland Municipal Utilities	12/23/2020	12-2020	88.00	
capgenfd - Public Housing C	2199	pilot - City of Vineland	12/23/2020	12-2020	97,695.12	
capgenfd - Public Housing C	2201	ahcvktot - AFFORDABLE HOUSING CORPORATION	12/31/2020	12-2020	900,000.00	
capgenfd - Public Housing C	2202	t0012578 - REYES	12/31/2020	12-2020	50.00	
capgenfd - Public Housing C	2203	sjgas - South Jersey Gas Company	12/31/2020	12-2020	7.00	
capgenfd - Public Housing C	2204	vmu - Vineland Municipal Utilities	12/31/2020	12-2020	386.30	
capgenfd - Public Housing C	2205	t0005001 - CALDERON	1/4/2021	01-2021	154.00	
capgenfd - Public Housing C	2206	ahcvktot - AFFORDABLE HOUSING CORPORATION	1/5/2021	01-2021	5,746.00	
capgenfd - Public Housing C	2207	ahcvktot - AFFORDABLE HOUSING CORPORATION	1/5/2021	01-2021	69,504.00	
capgenfd - Public Housing C	2208	sjgas - South Jersey Gas Company	1/8/2021	01-2021	215.91	
capgenfd - Public Housing C	2209	vmu - Vineland Municipal Utilities	1/8/2021	01-2021	747.44	
capgenfd - Public Housing C	2210	vha - HOUSING AUTHORITY CITY OF VINELAND	1/15/2021	01-2021	257.00	
capgenfd - Public Housing C	2211	vmu - Vineland Municipal Utilities	1/15/2021	01-2021	743.63	
					<b>1,088,739.35</b>	

### Payment Summary

roperty=.all AND Bank=cocc AND mm/yy=12/2020-01/2021 AND Check Date=12/18/2020-01/21/2021 AND All Checks=Yes AND Include Voids=All Check

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount	Reconciled
cocc - Central Office Cost	9106	aflac - AFLAC	12/23/2020	12-2020	445.06	
cocc - Central Office Cost	9107	axaequ - Equitable	12/23/2020	12-2020	2,225.00	
cocc - Central Office Cost	9108	browco - Robert M Browne Court Officer	12/23/2020	12-2020	27.68	
cocc - Central Office Cost	9109	browco - Robert M Browne Court Officer	12/23/2020	12-2020	122.29	
cocc - Central Office Cost	9110	cwa - Communications Workers of America	12/23/2020	12-2020	284.30	
cocc - Central Office Cost	9111	njfamb - NJ FAMILY SUPPORT PAYMENT CENTER	12/23/2020	12-2020	228.00	
cocc - Central Office Cost	9112	acehar - Vineland Ace Hardware East	12/23/2020	12-2020	96.38	
cocc - Central Office Cost	9113	ambcom - Ambient Comfort	12/23/2020	12-2020	1,059.85	
cocc - Central Office Cost	9114	barret - Barretta Plumbing Heating Cooling	12/23/2020	12-2020	130.00	
cocc - Central Office Cost	9115	brihou - Bridgeton Housing Authority	12/23/2020	12-2020	820.00	

## Payment Summary

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Bank	Check#	Vendor	Check	Post	Total Date
			Date	Month	Amount Reconciled
cocc - Central Office Cost	9116	ccia - Cumberland Co Improvement Auth	12/23/2020	12-2020	199.38
cocc - Central Office Cost	9117	cnasur - CNA SURETY	12/23/2020	12-2020	359.00
cocc - Central Office Cost	9118	combus - COMCAST	12/23/2020	12-2020	243.35
cocc - Central Office Cost	9119	daily - The Daily Journal	12/23/2020	12-2020	331.11
cocc - Central Office Cost	9120	genelec - Gen X Electrical Contractors LLC	12/23/2020	12-2020	180.00
cocc - Central Office Cost	9121	maxcom - Max Communications Inc	12/23/2020	12-2020	379.68
cocc - Central Office Cost	9122	miles - Miles Technologies	12/23/2020	12-2020	902.16
cocc - Central Office Cost	9123	pbrese - Reserve Account	12/23/2020	12-2020	1,000.00
cocc - Central Office Cost	9124	standard - Standard Elevator Corporation	12/23/2020	12-2020	2,348.00
cocc - Central Office Cost	9125	tennan - Tennant Sales	12/23/2020	12-2020	800.37
cocc - Central Office Cost	9126	turdob - Dobson Turf Management LLC	12/23/2020	12-2020	1,214.00
cocc - Central Office Cost	9127	vann - Vann Dodge Chrysler LLC	12/23/2020	12-2020	91.50
cocc - Central Office Cost	9128	xpress - Xpress Electronic Services, Inc.	12/23/2020	12-2020	104.00
cocc - Central Office Cost	9129	fragri - Franklin-Griffith LLC	12/23/2020	12-2020	768.07
cocc - Central Office Cost	9130	totsec - Total Security Alarms, LLC.	12/23/2020	12-2020	1,300.50
cocc - Central Office Cost	9131	sjgas - South Jersey Gas Company	12/23/2020	12-2020	856.59
cocc - Central Office Cost	9132	amacap - Amazon Capital Services Inc	12/31/2020	12-2020	299.99
cocc - Central Office Cost	9133	canfin - Canon Financial Services Inc	12/31/2020	12-2020	313.00
cocc - Central Office Cost	9134	ccia - Cumberland Co Improvement Auth	12/31/2020	12-2020	28.59
cocc - Central Office Cost	9135	cdwgov - CDW Government Inc	12/31/2020	12-2020	528.85
cocc - Central Office Cost	9136	delect - D Electric Motors, Inc.	12/31/2020	12-2020	994.00
cocc - Central Office Cost	9137	hdsupp - HD Supply Facilities Maintenance LTD	12/31/2020	12-2020	457.85
cocc - Central Office Cost	9138	homede - Home Depot Credit Services	12/31/2020	12-2020	824.75
cocc - Central Office Cost	9139	madmonk - Mad Monkey Wrapz LLC	12/31/2020	12-2020	110.00
cocc - Central Office Cost	9140	homede - Home Depot Credit Services	12/31/2020	12-2020	31.10
cocc - Central Office Cost	9141	axaequ - Equitable	1/8/2021	01-2021	2,225.00
cocc - Central Office Cost	9142	browco - Robert M Browne Court Officer	1/8/2021	01-2021	122.29
cocc - Central Office Cost	9143	browco - Robert M Browne Court Officer	1/8/2021	01-2021	27.68
cocc - Central Office Cost	9144	njfamb - NJ FAMILY SUPPORT PAYMENT CENTER	1/8/2021	01-2021	228.00
cocc - Central Office Cost	9145	amacap - Amazon Capital Services Inc	1/8/2021	01-2021	84.39
cocc - Central Office Cost	9146	carahsoft - Carahsoft Technology Corporation	1/8/2021	01-2021	899.24
cocc - Central Office Cost	9147	hompro - The Home Depot Pro - SupplyWorks	1/8/2021	01-2021	1,075.80
cocc - Central Office Cost	9148	totsec - Total Security Alarms, LLC.	1/8/2021	01-2021	86.00
cocc - Central Office Cost	9149	veriwi - Verizon Wireless	1/8/2021	01-2021	1,081.67
cocc - Central Office Cost	9150	vha - HOUSING AUTHORITY CITY OF VINELAND	1/8/2021	01-2021	5,925.00
cocc - Central Office Cost	9151	acehar - Vineland Ace Hardware East	1/15/2021	01-2021	61.34
cocc - Central Office Cost	9152	blocklsi - BLOCK LINE SYSTEMS, LLC	1/15/2021	01-2021	1,610.27
cocc - Central Office Cost	9153	bobaut - BOB'S AUTO SUPPLY, INC	1/15/2021	01-2021	60.46
cocc - Central Office Cost	9154	ccia - Cumberland Co Improvement Auth	1/15/2021	01-2021	146.97
cocc - Central Office Cost	9155	custom - Custom Graphics Inc	1/15/2021	01-2021	981.93
cocc - Central Office Cost	9156	pbrese - Reserve Account	1/15/2021	01-2021	2,000.00
cocc - Central Office Cost	9157	riggin - Riggins Inc	1/15/2021	01-2021	43.81
cocc - Central Office Cost	9158	tennan - Tennant Sales	1/15/2021	01-2021	316.58
cocc - Central Office Cost	9159	wex - WEX Bank	1/15/2021	01-2021	1,523.53
cocc - Central Office Cost	9160	bobaut - BOB'S AUTO SUPPLY, INC	1/15/2021	01-2021	298.19
cocc - Central Office Cost	9161	acehar - Vineland Ace Hardware East	1/21/2021	01-2021	242.25
cocc - Central Office Cost	9162	aceplu - Ace Plumbing and Electrical Supplies Inc	1/21/2021	01-2021	1,126.64
cocc - Central Office Cost	9163	adcass - Advanced Cabinetry & Storage Systems LLC	1/21/2021	01-2021	225.00
cocc - Central Office Cost	9164	ahcvpv - AFFORDABLE HOUSING CORP OF VINELAND	1/21/2021	01-2021	1,364.67
cocc - Central Office Cost	9165	ahcvtaaa - AFFORDABLE HOUSING CORP OF VINELAND	1/21/2021	01-2021	9,724.91

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
cocc - Central Office Cost	9166	amacap - Amazon Capital Services Inc	1/21/2021	01-2021	69.22	
cocc - Central Office Cost	9167	benspro - Ben's ProServ	1/21/2021	01-2021	450.00	
cocc - Central Office Cost	9168	bobaut - BOB'S AUTO SUPPLY, INC	1/21/2021	01-2021	982.65	
cocc - Central Office Cost	9169	bowman - BOWMAN & COMPANY, LLP	1/21/2021	01-2021	10,457.00	
cocc - Central Office Cost	9170	callexp - Call Experts New Jersey	1/21/2021	01-2021	413.51	
cocc - Central Office Cost	9171	canbus - Canon Solutions America Inc	1/21/2021	01-2021	76.40	
cocc - Central Office Cost	9172	ccia - Cumberland Co Improvement Auth	1/21/2021	01-2021	103.69	
cocc - Central Office Cost	9173	cintas - Cintas Corporation #100	1/21/2021	01-2021	745.74	
cocc - Central Office Cost	9174	coloni - Colonial Electrical Supply	1/21/2021	01-2021	427.14	
cocc - Central Office Cost	9175	filevis - FileVision USA, LLC	1/21/2021	01-2021	8,584.00	
cocc - Central Office Cost	9176	fragri - Franklin-Griffith LLC	1/21/2021	01-2021	105.42	
cocc - Central Office Cost	9177	gabage - Eisenstat Gabage and Furman PC	1/21/2021	01-2021	1,391.67	
cocc - Central Office Cost	9178	garhigh - Garden State Highway Products Inc.	1/21/2021	01-2021	615.00	
cocc - Central Office Cost	9179	genser - Genserve Inc	1/21/2021	01-2021	380.00	
cocc - Central Office Cost	9180	getrai - G & E Trailer Sales LLC	1/21/2021	01-2021	360.00	
cocc - Central Office Cost	9181	hdsupp - HD Supply Facilities Maintenance LTD	1/21/2021	01-2021	1,377.50	
cocc - Central Office Cost	9182	hill - Ronald Hill	1/21/2021	01-2021	1,125.00	
cocc - Central Office Cost	9183	himinha - H I MINHAS LLC	1/21/2021	01-2021	553.75	
cocc - Central Office Cost	9184	homest - HP Homestead Plumbing and Heating Inc	1/21/2021	01-2021	575.00	
cocc - Central Office Cost	9185	hompro - The Home Depot Pro - SupplyWorks	1/21/2021	01-2021	1,966.42	
cocc - Central Office Cost	9186	intsys - Integrated Systems Associates Inc	1/21/2021	01-2021	875.00	
cocc - Central Office Cost	9187	johnst - Johnstone Supply	1/21/2021	01-2021	650.00	
cocc - Central Office Cost	9188	latorr - La Torre Delsea Hardware	1/21/2021	01-2021	7.56	
cocc - Central Office Cost	9189	maxcom - Max Communications Inc	1/21/2021	01-2021	99.95	
cocc - Central Office Cost	9190	miles - Miles Technologies	1/21/2021	01-2021	3,053.00	
cocc - Central Office Cost	9191	natten - National Tenant Network	1/21/2021	01-2021	108.00	
cocc - Central Office Cost	9192	nelrod - THE NELROD COMPANY	1/21/2021	01-2021	799.00	
cocc - Central Office Cost	9193	njjif - NJ Public Housing Authorities JIF	1/21/2021	01-2021	128,958.50	
cocc - Central Office Cost	9194	njmvc - NJ Motor Vehicle Commission	1/21/2021	01-2021	150.00	
cocc - Central Office Cost	9195	omega - Omega Pest Management LLC	1/21/2021	01-2021	1,001.25	
cocc - Central Office Cost	9196	pdq - PDQ Supply Inc	1/21/2021	01-2021	127.88	
cocc - Central Office Cost	9197	presso - The Press of Atlantic City	1/21/2021	01-2021	170.44	
cocc - Central Office Cost	9198	sherwi - Sherwin Williams Company	1/21/2021	01-2021	173.85	
cocc - Central Office Cost	9199	shred - Shred-It USA LLC	1/21/2021	01-2021	104.40	
cocc - Central Office Cost	9200	staple - Staples	1/21/2021	01-2021	295.01	
cocc - Central Office Cost	9201	totsec - Total Security Alarms, LLC.	1/21/2021	01-2021	456.10	
cocc - Central Office Cost	9202	turdob - Dobson Turf Management LLC	1/21/2021	01-2021	109.00	
cocc - Central Office Cost	9203	unieie - United Electric Supply Company, Inc.	1/21/2021	01-2021	12.64	
cocc - Central Office Cost	9204	vhapet - Gloria Pomales	1/21/2021	01-2021	133.40	
cocc - Central Office Cost	9205	vldfir - City of Vineland, Fire Prevention Bureau	1/21/2021	01-2021	275.00	
cocc - Central Office Cost	9206	wallac - Wallace Supply Co	1/21/2021	01-2021	15.87	
cocc - Central Office Cost	9207	wheat - Wheat Road Cold Cuts	1/21/2021	01-2021	3,159.45	
cocc - Central Office Cost	9208	yardi - Yardi Systems Inc	1/21/2021	01-2021	70,405.65	
					<b>293,486.08</b>	

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

**RESOLUTION #2021-02**

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

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

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

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

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

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

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

**Resolution moved by Commissioner**

**Resolution seconded by Commissioner**

**VOTE:**

<b>Commissioner</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 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  
County of Cumberland  
State of New Jersey**

**RESOLUTION #2021-03**

**A Resolution Authorizing the Execution of a Sub-Grantee Agreement  
with the City of Vineland for the Computer Learning Center**

**WHEREAS**, the Housing Authority of the City of Vineland applied for \$4,500 through the City of Vineland's (2020) Community Development Block Grant Program for the purpose of providing computer software and hardware to be utilized at the Corbin Educational Center; and,

**WHEREAS**, the City of Vineland has approved the Housing Authority's request for computer software and hardware; and,

**WHEREAS**, it is the desire of the Board of Commissioners of the Housing Authority of the City of Vineland that it enters into an agreement with the City of Vineland and authorize the executive director to execute the agreement and any related documents and the certificate of same.

**NOW, THEREFORE, BE IT RESOLVED** that the agreement for computer software and hardware to be utilized at the Corbin Educational Center is approved; and the executive director is authorized to execute said agreement.

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

Resolution moved by Commissioner

Resolution seconded by Commissioner

**VOTE:**

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

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

CONTRACT AGREEMENT

BY AND BETWEEN

THE CITY OF VINELAND

AND

THE VINELAND HOUSING AUTHORITY

THIS AGREEMENT, entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by and between the CITY OF VINELAND, NEW JERSEY, hereinafter sometimes called "City", and THE VINELAND HOUSING AUTHORITY;

WITNESSETH THAT:

WHEREAS, the Community Development Block Grant (CDBG) Program for Fiscal Year 2020 appropriates \$4,500.00 to assist THE VINELAND HOUSING AUTHORITY in operating a Computer Learning Center at the Corbin Education Center, located at the Housing Authority's West Chestnut Avenue residential site; and

WHEREAS, the CITY, in order to meet its Community Development objectives in a comprehensive manner, desires to enter into a Contract with THE VINELAND HOUSING AUTHORITY to direct the undertaking of the desired activities;

NOW, THEREFORE, THE PARTIES TO THE CONTRACT DO MUTUALLY AGREE TO THE FOLLOWING:

**I. SCOPE OF SERVICES**

THE VINELAND HOUSING AUTHORITY shall provide computer-based educational services to youth and adult residents within the Authority's jurisdiction as detailed in THE VINELAND HOUSING AUTHORITY'S application for Community Development Block Grant funding dated \_\_\_\_\_, 2020, which is made a part of this Agreement. These services will be provided by qualified staff and volunteers and such other persons for the providing of supervision and/or required and necessary services for the effective operation of the identified program.

Any activities undertaken by THE VINELAND HOUSING AUTHORITY not identified in this Agreement must be approved by the City of Vineland, Community Development Program, prior to initiation of said services, in order to secure documentation that said programs are CDBG eligible and will be provided by qualified staff and auxiliary personnel.

THE VINELAND HOUSING AUTHORITY shall submit monthly and annual reports, using the prescribed forms and within the prescribed time frames, to the CITY. The reports shall provide sufficient detail for the CITY to evaluate the program, including attendance and activities undertaken. Failure to comply with reporting requirements will result in the City withholding payment of funds under this agreement.

THE VINELAND HOUSING AUTHORITY shall maintain, in a clear and organized manner, at a minimum, the following records to demonstrate compliance with CDBG Program requirements:

- (A) The name, address, and race of each client receiving services under this Contract.
- (B) Data on the extent to which each racial and ethnic group have participated in, or benefited from, any service provided under this Contract.

- (C) Client satisfaction forms completed by or on behalf of clients showing their level of satisfaction with the program services provided by THE VINELAND HOUSING AUTHORITY.
- (D) Documentation on the expertise of supervisory staff, reflecting position and race.
- (E) The income limits specifically applied to the program beneficiaries – presumed benefit for residents of Housing Authority units.

The CITY shall undertake the following activities:

- A. Periodically throughout the term of this Agreement, conduct random inspections on the services and the facility to determine the efficacy of the services rendered.
- B. Review monthly reports and evaluate the overall program at the conclusion of the contract.
- C. Requisition Community Development Block Grant funds for payment of appropriate invoices to THE VINELAND HOUSING AUTHORITY as described in Section III.
- D. Provide advice to THE VINELAND HOUSING AUTHORITY whenever practicable and necessary to achieve the objectives of the Community Development Program.

## **II. TIME AND CONDITIONS OF PERFORMANCE**

The rendering of services by THE VINELAND HOUSING AUTHORITY and the funding provided by the within agreement shall be for a one-year period, effective July 1, 2020. This period may be extended for up to an additional 6 months by mutual agreement.

## **III. COMPENSATION AND METHOD OF PAYMENT**

The City shall pay THE VINELAND HOUSING AUTHORITY compensation for services rendered under this Agreement, based on the Budget submitted as part of their proposal dated \_\_\_\_\_, 2020 and pro-rated per the actual award amount, as follows:

- (A) Payments for services as set forth in this agreement will be made to THE VINELAND HOUSING AUTHORITY upon said agency's presentation of invoices for pre-approved reimbursable expenses not to exceed \$4500.00.
- (B) The CITY or THE VINELAND HOUSING AUTHORITY may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by; the City's governing body. Such amendments shall not invalidate this Agreement nor relieve or release either party from the obligations under this Agreement.

The CITY may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both CITY and THE VINELAND HOUSING AUTHORITY.



#### **IV. BEST EFFORTS**

The City and THE VINELAND HOUSING AUTHORITY each agree at all times to exert its best efforts to provide the services identified in this agreement.

#### **V. SUSPENSION AND TERMINATION**

In accordance with 24 CFR 85.43, suspension or termination may occur if THE VINELAND HOUSING AUTHORITY materially fails to comply with any term of the award. The award may be terminated for convenience in accordance with 24 CFR 85.44, revised as of May 1993.

#### **VI. NOTICE OF DEFAULT**

In the event that the City claims that THE VINELAND HOUSING AUTHORITY is in default of this Agreement or has failed to fulfill in a timely and proper manner its obligations under this Agreement, then the City agrees that it will not exercise any right or remedy for default unless it shall have first given written notice thereof to THE VINELAND HOUSING AUTHORITY, and THE VINELAND HOUSING AUTHORITY shall have failed within fifteen (15) days thereafter to actively and diligently, in good faith, to proceed with the contract and the correction of the default.

#### **VII. REVERSION OF ASSETS**

Upon the expiration of this agreement, THE VINELAND HOUSING AUTHORITY shall transfer to the City of Vineland any CDBG funds on hand at the time of expiration and any accounts receivable attributable to the use of CDBG funds.

#### **VIII. APPLICABILITY OF UNIFORM ADMINISTRATIVE REQUIREMENTS**

THE VINELAND HOUSING AUTHORITY is required to comply with the applicable uniform administrative requirements, as described in Subpart J of 24 CFR 570, Section 502, revised as of September 2000, of the Entitlement Grant Regulations of the Community Development Block Grant Program. A copy of those uniform administrative requirements is available upon request and made a part hereof. The uniform administrative requirements are further described in 24 CFR 85, "Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments", known as "The Common Rule", published in March 1988 and amended in 1993 and 1998, which is also available upon request and made a part hereof.

THE VINELAND HOUSING AUTHORITY shall have measures in place to ensure adequate safeguards for preventing loss, damage or theft of any supplies, equipment or goods procured using CDBG funds. Such measures may be procedural (e.g. signing out equipment) or physical (e.g. locked cabinets, etc.) in nature.

#### **IX. DISPOSITION OF PROGRAM INCOME RECEIVED BY SUBRECIPIENTS**

"Program income" means gross income received by the Recipient (City) or a sub recipient directly generated from the use of CDBG funds. When such income is generated by an activity that is only partially assisted with CDBG funds, the income shall be prorated to reflect the percentage of CDBG funds used. Program income includes, but is not limited to, gross income from the use or rental of real or personal property acquired by the recipient or a sub recipient with CDBG funds, less the costs incidental to the generation of such income.

Program income may be retained by THE VINELAND HOUSING AUTHORITY but must be used solely for the provision of public services as are outlined in this agreement.

#### **X. NOTICES**

Notices pursuant to this Agreement shall be given in writing by ordinary mail to the parties at the following addresses:

A. If to the City, c/o:

Aaron Melnick, Community Development Director  
City of Vineland  
640 E. Wood Street  
P.O. Box 1508  
Vineland, New Jersey 08362-1508

B. If to THE VINELAND HOUSING AUTHORITY, c/o:

Jacqueline Jones, Executive Director  
THE VINELAND HOUSING AUTHORITY  
191 W. Chestnut Ave.  
Vineland, NJ 08360

Or to such other address as the parties may hereafter designate by notice given in accordance with the terms and conditions of this Section.

#### **XI. CAPTIONS**

The captions of this Agreement are for convenience only and shall not in any manner affect the construction of this Agreement.

#### **XII. OTHER TERMS AND CONDITIONS**

In the event that THE VINELAND HOUSING AUTHORITY is eligible for any additional federal and/or state funding for said program activities identified in this Agreement and/or as approved by the Department of Administration, the City must be notified and furnished with a copy of said funding document.

THE VINELAND HOUSING AUTHORITY shall furnish to the City of Vineland certificate of liability insurance naming the City as an additional insured and evidencing that it is in full force and effect, with a minimum limit of liability of \$500,000 for each occurrence. This policy shall not be cancelled without providing at least thirty (30) days notice to the City of Vineland.

THE VINELAND HOUSING AUTHORITY shall present a certification of their insurance carrier holding the City of Vineland harmless from any lawsuits, which could be entered against THE VINELAND HOUSING AUTHORITY with respect to their services or activities or their property.

The funding identified in this Agreement shall be for the identified and specific purposes intended and not be subject to any judgment which has been or will be placed against THE VINELAND HOUSING AUTHORITY with respect to their services or activities or their property or their financial indebtedness or liens against the Corporation which must be satisfied prior to the execution of this Agreement. The funding hereunder shall be held free of any judgment and/or lien which THE VINELAND HOUSING AUTHORITY incurs or has incurred as a condition subsequent or precedent to this Agreement.

The execution of this Agreement shall be authorized by a duly executed resolution of THE VINELAND HOUSING AUTHORITY.

It is the duty and obligation of THE VINELAND HOUSING AUTHORITY to retain on file current documentation of the non-profit status of said THE VINELAND HOUSING AUTHORITY.

THE VINELAND HOUSING AUTHORITY must produce financial records which will demonstrate use and expenditure of Block Grant funds, including, but not limited to, contracts, accounting records to support general operating expenses, an annual audit, and other documentation as may be required by HUD.

THE VINELAND HOUSING AUTHORITY agrees to comply with the audit requirements set forth under **2 CFR Part 200, effective December 26, 2014**, copy of which is available upon request.


THE VINELAND HOUSING AUTHORITY further agrees to comply with the applicable provisions of Subpart K of 24 CFR, Part 570 of the Housing and Community Development Act of 1974, as amended, as expressed in Section 570.600 through 570.612, inclusive of the Community Development regulations as of October 2003, a copy of which is available upon request.

### **XIII. EFFECT OF AGREEMENT**

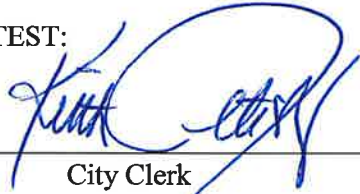
- A. This Agreement constitutes the entire Agreement of the parties and supersedes all prior or contemporaneous agreements and understandings, and there are no other terms and conditions other than those set forth herein. No covenant or condition not expressed in this agreement shall be effective to interpret, change or restrict this Agreement. No change, termination or attempted waiver of any of the provisions of this Agreement shall be binding on their respective heirs, administrators, executors, personal representatives, successors and assigns, except as otherwise herein provided.
- B. Nothing herein expressed or implied is intended or shall be construed to confer upon or to give to any person or entity, other than the parties hereto, their respective heirs, administrators, executors, personal representatives, successors and assigns, and their respective shareholders, or any of them, any rights or remedies under or by reason of this Agreement.
- C. This Agreement and the interpretation and construction thereof shall be governed by the laws of the State of New Jersey and the applicable laws and regulations of the Federal Government.
- D. The City of Vineland has a commitment to non-discrimination on the basis of handicapped. This commitment is based upon the provisions of Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), as amended, through the Rehabilitation Act Amendments of 1992, Public Law 102-569, October 29, 1992, Nondiscrimination Under Federal Grants and Programs, as well as the provisions of the Americans with Disabilities Act of 1990, copies of which are available upon request.

IN WITNESS WHEREOF, the City of Vineland and THE VINELAND HOUSING AUTHORITY have executed this Agreement as of the date and year first above written.

CITY OF VINELAND

By   
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

THE VINELAND HOUSING AUTHORITY

By \_\_\_\_\_  
Jacqueline Jones, Executive Director

ATTEST:

\_\_\_\_\_

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

**RESOLUTION #2021-04**

**Resolution of the Housing Authority of the City of Vineland  
Authorizing Entering into a Contract Agreement  
with Mall Chevrolet**

**WHEREAS**, it is necessary for the proper conduct of the order of business that the Housing Authority of the City of Vineland enter into contract agreement with Mall Chevrolet; and,

**WHEREAS**, it is necessary for the Housing Authority of the City of to acquire a vehicle; and,

**WHEREAS**, funds are available for the purpose of entering into a contract agreement with Mall Chevrolet; and,

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

**WHEREAS**, the Educational Services Commission of New Jersey awarded Bid #ESCNJ 20/21-09 to Mall Chevrolet on September 15, 2020; and,

**WHEREAS**, the Housing Authority of the City of Vineland finds it to be in the best interests of said Authority to enter into the Educational Services Commission of New Jersey Bid # ESCNJ 20/21-09 contract agreement with Mall Chevrolet for the purchase of (1) 2021 Chevrolet Traverse of **\$31,081.85**.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners to the Housing Authority of the City of Vineland authorizes the award of a contract agreement with Mall Chevrolet – 75 Haddonfield Road, Cherry Hill, NJ 08002.

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

**Resolution moved by Commissioner**

**Resolution seconded by Commissioner**

**VOTE:**

<b>Commissioner</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

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

## CERTIFICATION

Funding is available for:

### **PURCHASING AUTHORITY OWNED VEHICLES**

(1) 2021 Chevrolet Traverse

in the amount totaling **\$31,081.85** from Section 8 Administrative Funds. The line item to be charged for the above expenditure is Account # 4414-00.

\_\_\_\_\_  
Wendy Hughes  
Certifying Financial Officer

\_\_\_\_\_  
Date

# MALL CHEVROLET

75 Haddonfield Road, Cherry Hill, NJ 08002

Direct: 856-449-9254 / Fax: 856-504-0108

[fleetman13@gmail.com](mailto:fleetman13@gmail.com)

Rick Di Renzo, Fleet Manager

Date: 12/30/2020

<b>END USER</b>		<b>ADDRESS - CITY, STATE, ZIP:</b>			
VINELAND HOUSING					
<b>Comments:</b>		<b>EXCNJ 20/21-09</b>			
Item	QTY	Part No.	Description	MSRP	ESCNJ COST
1	1	1NV56	2021 CHEVROLET TRAVERSE	\$ 37,095.00	\$ 30,788.85
		1FL	LS EQUIPMENT PACKAGE-FLEET		
		B30	CARPET		
2	1		FACTORY SAFETY PACKAGE		
3	1	LFY	3.6L V6 ENGINE		
		M3V	9-SPD AUTOMATIC TRANSMISSION		
4	1	AR9	FRONT BUCKET SEATS		
5	1		SECOND/THIRD ROW SEATING		
7	1	VK3	LICENSE PLATE BRACKET	\$ 40.00	\$ 38.00
			TEMP TAG		\$ 5.00
	1	DEL	<b>DELIVERY</b>		\$ 250.00
		COLOR	<b>SATIN STEEL-SILVER-BLACK-WHITE</b>		
			TOTAL		\$ 31,081.85

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

**RESOLUTION #2021-05**

**Resolution Authorizing a Shared Services Agreement  
with the Bridgeton City Housing Authority**

**WHEREAS**, the Vineland Housing Authority requires Landscaping\Maintenance Services;  
and,

**WHEREAS**, the Vineland Housing Authority Board of Commissioners recognizes the  
unique skills and abilities of the Bridgeton City Housing Authority to provide said  
landscaping\maintenance services; and

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

**WHEREAS**, these management services will be provided for an annual fee of \$27,000.00,  
payable monthly, and additional services will be provided on an as needed basis in accordance  
with Attachment A of the agreement not to exceed \$36,000.00; and

**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 a Shared Services  
Agreement for landscaping\maintenance Services with the Bridgeton Housing Authority  
commencing March 1, 2021 and effective through February 28, 2022, with an annual fee of  
\$27,000.00, payable monthly and not to exceed \$36,000.00.

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

**Resolution moved by Commissioner**

**Resolution seconded by Commissioner**

**VOTE:**

<b>Commissioner</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 at the Authority’s principal corporate office at 191 W.  
Chestnut Avenue, Vineland, New Jersey 08360.

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



**AGREEMENT FOR LANDSCAPING\MAINTENANCE SERVICES  
BY AND BETWEEN  
THE HOUSING AUTHORITY OF CITY OF VINELAND  
AND  
THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON**

**THIS AGREEMENT** is made on this 1st day of March, 2021 by and between the Housing Authority of the City of Vineland (hereinafter “VHA”) and The Housing Authority of the City of Bridgeton (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 public housing and Section 8 Programs; 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 and Section 8 Programs; and

**WHEREAS**, VHA wishes to retain landscaping\maintenance services from the BHA, and

**WHEREAS**, VHA wishes to enter into a landscaping\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 LANDSCAPING\MAINTENANCE SERVICES:** BHA hereby agrees that it shall provide landscaping\maintenance 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. VHA agrees to reimburse BHA for said services in accordance with the terms and conditions of this Agreement.

**2. COMPENSATION:** BHA Shall be reimbursed for the services provided hereunder as follows:

a) Payment shall be made for services rendered. BHA shall submit bills monthly to VHA. Landscaping\maintenance 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 BHA employee who performed services for VHA 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 BHA.

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

**3. SCOPE OF SERVICES:** BHA shall perform the following services:

- a) Provide as-needed landscaping services to VHA properties
- b) Provide all equipment and personnel needed to complete landscaping services to VHA properties – Tarkiln Acres (191 W Chestnut Avenue, Vineland) and Asselta Acres (334 Axtell Avenue, Vineland)

**4. RIGHT TO HIRE OTHERS:**

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

**5. INDEPENDENT CONTRACTOR:** 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 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 through February 28, 2022 unless terminated before as permitted in this Agreement. Either party may terminate the contract with 30 days advance written notice during the term of the contract.

**7. INSURANCE:** BHA shall carry such Worker’s Compensation insurance as is now or hereafter required by law as to those persons performing services for VHA 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 covering VHA, its Officers, Commissioners, and Employees in the amount of \$1,000,000.00 or, in the alternative, VHA shall be added to the policy of BHA insuring the Commissioners, Officers and Employees of the VHA. VHA at its cost shall obtain an insurance policy for Officers, Commissioners, 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:** BHA shall maintain a comprehensive system of records, books, and accounts in a manner satisfactory to HUD and VHA. All records, books, and accounts, together with all documents, papers and records of BHA which relate to the operation of 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 BHA. VHA will turn over all records to BHA at the termination of this contract. All records shall be maintained at the offices of the BHA.

**10. EQUAL EMPLOYMENT OPPORTUNITY:**

During the performance of this contract, VHA & 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:

**Esaul Martin, Chairperson of the Housing Authority of the City of Bridgeton**  
**Mario Ruiz-Mesa, Chairperson of the Housing Authority of the City of Vineland**

**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. INTERLOCAL SERVICES ACT:** This agreement complies with the Interlocal Services Act 40:8A-1 through 40:9A-4 providing authority to enter into a contract for joint provision of services.

**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  
CITY OF BRIDGETON**

**ATTEST: \_\_\_\_\_ By: \_\_\_\_\_**  
**Esaul Martin, Chairperson**

**HOUSING AUTHORITY OF THE  
CITY OF VINELAND**

**ATTEST: \_\_\_\_\_ By: \_\_\_\_\_**  
**Mario Ruiz-Mesa, Chairperson**

**SEE ATTACHED – “ATTACHMENT A”**

**HOUSING AUTHORITY OF THE CITY OF BRIDGETON  
ATTACHMENT A  
SCHEDULE OF SERVICES FOR THE VINELAND HOUSING AUTHORITY**

**Other services to be provided as needed and upon request of the Commissioners of the VHA, except in the case of financial or safety urgency:**

**Estimated Hours:**

<b>OTHER SERVICES AS NEEDED*:</b>							
<b>LANDSCAPING ACTIVITIES</b>							<b>\$40/HR.</b>
<b>Below is the anticipated calculation of time for this Agreement:</b>							
	Hours	# of Cuts Per Season	# of Guys	Total Hours Per Season Cutting	Hourly Rate	Total Cost Per Season \$40/hr	
1.5 Days Per Week	12	28	2	672	\$ 40.00	\$26,880.00	
<b>The anticipated cost for the services in this agreement is \$27,000.00 as stipulated below. The cost for services in this agreement are not to exceed \$36,000.00.</b>							
<b>* Hourly rates will be charged Portal-Portal.</b>							

1. Anticipated hours required:
  - a. Tarkiln Acres: (2) Maintenance Employees – (8) Hours per cut\edging\trimming
    - i. (2) Maintenance Employees – (8) Hours per shrub trimming
  - b. Asselta Acres: (2) Maintenance Employees – (4) Hours per cut\edging\trimming
2. Hours are estimates and may vary depending on weather conditions, actual time needed to complete task(s) and\or other variables that are unanticipated
  - a. VHA staff may supplement BHA staff in the event of weather, call-outs or any other reason deemed necessary to keep on schedule

**SCHEDULE OF SERVICES (INCLUDING DATES)**

**Cutting**

- April (once the weeks of March 29, April 12 & April 26)
- May, June, July, August, September (once a week)
- October (once the week of October 11 & once the week of October 25)
- November (once the week of November 8)
  - Included in cutting: all sidewalk/streets/parking areas to be swept clean or blown clean after every cutting and edging.

- Included in cutting: will use string trimmers to trim around buildings, curbs, sidewalks, sidewalk cracks, fencing, and garden areas to ensure grass is kept to a consistent height
- The above represents cutting each property 28 times during the year of 2021.

## Edging

- The BHA will assure that during season noted above: curb edges and walkways to be edged 9 times (April, May, June, July, August and September).
  - Once the week of April 12<sup>th</sup>
  - Once the week of May 3<sup>rd</sup>
  - Once the week of May 17<sup>th</sup>
  - Once the week of May 31<sup>st</sup>
  - Once the week of June 14<sup>th</sup>
  - Once the week of June 28<sup>th</sup>
  - Once the week of July 12<sup>th</sup>
  - Once the week of August 9<sup>th</sup>
  - Once the week of September 13<sup>th</sup>
- Edging – contractor SHALL use a walk behind edger or stick edger
- When edging the grass shall be cut back to the edge of the sidewalk and/or curb line, no grass shall be overgrown over either of these surfaces after edging has been completed.
- Edging must be thorough, areas currently overgrown must be trimmed back
- After edging the BHA shall clear all grass clippings from the sidewalks, roadways, & parking lots

## Shrubs

- The BHA shall trim all shrubs 3 times (April, June and late September). Shrubs are to be pruned and shaped. Weeds must be removed from shrubbery during trimming.
  - Once the week of April 19<sup>th</sup>
  - Once the week of June 14<sup>th</sup>
  - Once the week of September 20<sup>th</sup>
- The BHA is responsible for trimming\shaping ALL shrubs on the property.
- The BHA shall ensure that shrubs and\or plants are not in contact with any part of the building, structure, or fence.
- The BHA shall ensure that shrubs and\or plants are not overhanging onto any sidewalk, shrubs\plants must be maintained into their bed.

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

**RESOLUTION #2021-06**

**Resolution Approving the Relocation Plan for Kidston and Olivio Towers**

**WHEREAS**, the Vineland Housing Authority (the "Authority") owns the Kidston and Olivio Towers Projects; and

**WHEREAS**, Kidston Towers is located at 1040 E. Landis Avenue and Olivio Towers is located at 1044 E. Landis Avenue in Vineland, New Jersey; and

**WHEREAS**, Kidston and Olivio Towers were converted to Section 8 through the HUD Rental Assistance Demonstration (RAD) program; and

**WHEREAS**, the Authority intends to make renovations to these properties; and

**WHEREAS**, due to the extensive repairs in the units, some residents will be required to relocate; and

**WHEREAS**, the Authority has prepared a Relocation Plan for the residents of Kidston and Olivio Towers; and

**WHEREAS**, the Relocation Plan is consistent with all applicable federal and state laws governing relocation including the requirements under Section 18 of the United State Housing Act of 1937 as amended by the Quality Housing Work Responsibility Act of 1998 and the New Jersey Relocation Assistance Law and Act and Related Statues and Regulations; and

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Vineland approves the Relocation Plan for Kidston and Olivio Towers.

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

**Resolution moved by Commissioner**

**Resolution seconded by Commissioner**

**VOTE:**

<b>Commissioner</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forsosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

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

**VINELAND HOUSING AUTHORITY**

**RELOCATION PLAN**

**KIDSTON AND OLIVIO TOWERS RAD CONVERSION**

**January 21, 2021**

**Resolution 2021-06**



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## I. Project Summary

The Vineland Housing Authority (VHA) owns the Kidston & Olivio Towers Project (Project). The site consists of two high-rise buildings that are on adjoining lots, but function as one Project. Both buildings had operated as Public Housing but converted to Section 8 through the HUD Rental Assistance Demonstration (RAD) program. The residents are senior and persons with disabilities. The buildings are high-rise construction. Kidston was built in 1979 and is a 10-story masonry building and Olivio was built in 1985 and is an 8-story masonry building. Kidston is located at 1040 E Landis Ave with has 103 housing units. Olivio Towers is located at 1044 E Landis Ave and has 100 housing units. Kidston's 103 units consist of 75 0-bedroom and 28 1-bedroom apartments. Olivio's 100 units all are 1-bedroom apartments. Kidston has 19 units designated as handicap accessible. Olivio has 14 units designated as handicap accessible. The accessible units are not reserved for seniors, but are based on need from the VHA wait list. The buildings are occupied and due to the renovations to be completed as part of the RAD conversion there will be a need for some temporary relocation. There will not be any non-voluntary permanent relocation as a result of the RAD conversion. Every existing resident has the right to return to the Project.

The Project has been well maintained considering the limitations on how public housing projects can be managed. The focus of the rehabilitation is on the infrastructure of the buildings. Both buildings will have their roofs replaced and both buildings will be evaluated to see if the exterior skin needs to be caulked and sealed. All windows in Olivio will be replaced and the remaining windows that have not be replaced at Kidston will be replaced. This protects the buildings from the elements and water penetration to ensure long building life. Internal to Kidston is the need to replace water lines (domestic and sanitary), which are in the building risers. This is a hidden defect that the VHA has been dealing with for several years. It is an expensive repair as proper access to the risers on each floor needs to be created. The replacement of the water system in the riser requires the disassembly of the bathrooms. The Bathrooms are in decent condition, but are original to the building. Once the bathrooms are disassembled, new baths including flooring will be installed. In addition, in both buildings, the common baths will be upgraded and fully accessible. The common kitchens in the two community rooms will be upgraded and fully accessible. The building and site will become more energy efficient as all lighting in the interior apartment, common areas and site lights will be converted to LED. The shower heads and kitchen and bath faucets will have water saving aerators added. In both buildings, a building wide water filtration system will be installed for domestic water.

The extent of the renovations in Kidston will require all residents to temporarily relocate during some part of the construction process. Most residents will be temporarily relocated to "hotel units", which will be made available at the site. Hotel units are units that will be vacated, fitted out with furniture, other household necessities, etc., so that a resident can move in for a period of approximately 6 weeks while their unit is having the plumbing and bathroom replaced. This allows for these residents to stay in the building and have access if needed to personal belongings in their rental unit. Most of the resident's household items will stay in their current unit. However, some tenants will need to be relocated off-site during the construction period for a period of up to 18 months. This is necessary to create the hotel units. In addition to the off-site moves, to create the vacant risers that are required for the renovations, some residents will be moved from their existing unit to a vacant unit in the Kidston or into Olivio Towers. No resident will be permanently or involuntarily relocated off-site, but permanent moves within the Project Towers is a possibility.

The residents relocating temporarily off-site will be offered units at other VHA sites including Tarkiln Acres or D'Orazio Terrace. This is anticipated to be 19 households. The affected residents are in risers G, H<sub>7</sub> and the first-floor units. These residents will be asked to move to an off-site location. If they do not want to move to an off-site location, the VHA will request volunteers from the building. If a resident in riser G, H<sub>7</sub> or the first-floor units does not move off-site, they will be relocated to another unit in Kidston or Olivio. Again, all off-site moves are temporary and all residents

have the right to return. The residents that move off-site will have the option to take an Alternate Housing Option and Voluntary Permanent Relocation to said off-site unit and receive full Uniform Relocation Assistance (URA) benefits.

All reasonable accommodations will be made for residents with disabilities.

The VHA will procure the services of a moving company and/or direct staffing to perform the moves at no cost to the residents

The unit bedroom configuration will not change and there will be no increase or reduction of units at the complex. No household will need to be permanently displaced; all households will have the right to return to the completed apartment complex.

Olivio residents will not have a need for any temporary relocation. However, during the construction period there may be certain days that the household will need to vacate the unit for several hours for or up to 8 hours so that work can be performed. During this time frame the VHA will provide a hospitality suite in the community room which, will include food and drinks. No other benefits will be provided to the Olivio Residents as they are not required to relocate in any manner.

Residents relocating off-site for the extended period of time will be offered Alternate Housing and Voluntary Permanent Relocation Assistance. The residents will have the right to permanently move to the new unit offered, forgoing their right to return. All of these residents will receive URA required relocation benefits. No resident will be required to take Alternate Housing.

There will be no resident rescreening of existing residents as they all have the right to return to the complex to a comparable unit that meets the household needs. The units may not be the unit that the household currently resides.

## **II. Project Occupancy**

Kidston and Olivio Towers are buildings designated for seniors and for persons with disabilities. Currently, there are 77 residents with disabilities. There are a total of 185 residents living at the site. There are no non-residential units.

Only residents of Kidston will be temporarily relocated. All utilities, when applicable, will be transferred to the new temporary unit with the assistance of the VHA and all costs will be covered by the VHA. The VHA has and will continue to take appropriate steps to ensure effective communication with residents and other individuals with disabilities during the relocations, such as through the provision of sign language and other interpreters and large print, braille, accessible electronic, and alternate format written communications. Meetings will be held via Zoom or other electronic communication and at the community room in each building, which is accessible. Individual meetings with residents will be held on-site in a fully accessible office. The VHA will ensure meaningful access for Limited English Proficiency (LEP) persons through written material and oral communications provided in languages other than English.

The VHA will assign a Relocation Case Manager that will meet individually with each head of household to review said household's needs including any accessibility accommodations and modifications that may be needed. There will also be a continuation of community wide meetings to review resident concerns in general.

This Plan reviews the eligibility of relocation assistance and payments that are provided to affected residents under Notice PIH 2016-17 (HA).

### **III. Resident Return and Re-Occupancy Policy**

All residents that remain in good standing will have the Right to Return to the Kidston and Olivio Towers site. All residents of Kidston must temporarily relocate; however, the majority will temporarily be relocated on the site in a “Hotel” unit. This temporary relocation will last until their current unit or a different unit at Kidston and Olivio Towers that meets their household needs is fully renovated so they can return. These on-site temporary relocations will last approximately 6 – 8 weeks. The residents that will temporarily relocate off-site will be in continual communication with the Relocation Case Manager and will be moved back to the site once an available comparable unit is available. This will be at the end of the plumbing and bathroom renovations at Kidston, which is expected to last approximately 18 months. There are no rescreening or re-occupancy prohibitions. Residents may not move back to their original units. However, if a resident occupied a one -bedroom unit, they will be provided a one -bedroom unit and if a resident occupied an efficiency, they will be offered either an efficiency or a one-bedroom, which ever is available first. It is anticipated that all units for the off-site temporary relocated residents will come on-line at the same time. If available, a household will be offered their original unit. If households are to be moved to comparable units that were not their original unit, priority will be given to those with disabilities. The units will be offered in an order as determined by the VHA. The order will be the order of resident’s original occupancy at Kidston, (i.e., oldest initial lease at Kidston is first and so on within bedroom type).

### **IV. Temporary Relocation Assistance**

The residents of Kidston Towers will have to make a temporary relocation to accommodate the building rehabilitation. These temporary relocations will take two forms, 1) on-site moves and 2) off-site moves. This Plan offers the assistance to be provided and the housing resources:

- Temporary Housing Resources:
  - On-Site – Approximately 79 households will be affected by on-site moves. The VHA will vacate the 4 units on the first floor and all the units in risers G and H. The units in risers G and H. will be the first units to receive new plumbing and bathrooms. Once this is complete these units will be used as the temporary housing resource for the on-site moves. The units will be fit out as “Hotel Units”. The resident will not be required to move in furniture and most other belongings.
  - Off-Site – To vacate the units on the first floor and in risers G and H, approximately 19 households will be relocated off-site. The entire household’s possessions will be relocated to the off-site housing. The off-site units will be subsidized units either with RAD Section 8 PBV or will be Public Housing units. The units will be located in other VHA properties at either D’Orazio Terrace or Tarkiln Acres. The rental cost will not go up. Any reasonable accommodations will be made at no cost to the relocating resident.
- Allocation of Temporary Relocation: This Plan details the methodology for allocating temporary relocation housing on a nondiscriminatory basis.
- Duration of Temporary Relocation:
  - On-Site – The household will be relocated to a Hotel Unit while their unit is being renovated. It is anticipated that this will be a 6 – 8-week time frame. Each household will receive a RAD Notice of Relocation at least 30-days in advance of the move. This Notice will cover the eligibility for URA relocation assistance. Note: there is no cost to the resident.

- Off-Site – The household will be relocated to other VHA properties while the plumbing and bathroom renovations are occurring at Kidston. This is anticipated to take up to 18 months. Each of these households will receive a RAD Notice of Relocation at least 90 days in advance of the move. This Notice will cover the eligibility for URA relocation assistance, as well as an offer for permanent relocation assistance. If the relocation lasts longer than 1 year, the resident will be issued a URA Notice of Relocation Eligibility. Note: there is no cost to the resident. Note: In either of the above moves, the resident is not required to wait the 30 or 90-day time period if a unit is available and the resident chooses to move earlier.
- Packing and Moving Assistance: The VHA will undertake the services of moving all the resident’s items to the temporary location either through its own staff or force labor or through a procured moving company. It will provide packing assistance as may be needed. The residents will not be required to move themselves. A review of the process will be done in advance with the Relocation Case Manager. If residents need assistance packing their personal belongings, assistance will be provided. All costs will be paid for by the VHA. If there are unexpected out of pocket expenses, the VHA will review and if appropriate, expenses will be reimbursed. Note: All moves are either on-site or to another VHA project and therefore there are no application fees, additional security deposits, credit reports, etc.
- Storage: There is no anticipation that storage will be needed. For on-site moves, the resident will have the bulk of their possessions stay in their existing unit. Residents with the assistance of the Relocation Case Manager will have access to these belongings. Proper security measures, if applicable, will be taken for valuables. For the off-site moves, the entire household will be moved to the temporary unit.
- Damage or Loss: The moving company will be required to have insurance to replace damaged or missing items. The resident and Relocation Case Manager will review belongings before and after the move and document any issues.
- Out of Pocket expenses: The Plan does not anticipate any out-of-pocket expenses since the moves will be to VHA units and all costs associated with the move will be covered by the VHA. The VHA will provide a dislocation allowance for each resident of \$100. For the on-site move, the allowance will be provided once at the time of the return to the resident’s original unit. For the Off-site moves, an allowance will be paid upon the completion of the off-site move and an allowance will be provided upon the completion of the return move.
- Leasing Arrangements: The resident will maintain a lease with the VHA under the same terms and conditions with the addition of the temporary status and the return requirements.
- Utility Cost: For any required utility transfer or new service, the relocation case worker will assist in the transfer and any costs associated with the transfer will be covered by the VHA. In addition to potential electric service utilities include such things as cable and hard-wired telephone.
- Reasonable Accommodations: This Plan ensures that residents with disabilities will receive reasonable accommodations during the temporary relocation. Units will be modified to accommodate a resident’s needs at no cost to the resident. If applicable, transportation will be provided. The VHA will also ensure that if a resident has a live-in aid the temporary unit will be able to accommodate such aid.

## **V. Transfer of Assistance**

This RAD conversion does not contain a Transfer of Assistance, therefore; this section is not applicable.

## **VI. Alternate Housing Options and Voluntary Permanent Relocation Assistance**

Approximately 19 households in Kidston Towers will be required to temporarily relocate off-site for a period longer than one year. It is anticipated that the construction period that will require the relocation to be 18 months. Residents will be offered units in either the VHA D’Orazio Terrace property or the VHA Tarkiln Acres property. If these residents would prefer to give up their right to return to the Kidston Towers building, they will be given the opportunity to stay in the unit at D’Orazio Terrace or Tarkiln Acres. This will be a Voluntary Permanent Relocation. These residents will receive all benefits provided in the URA.

The units at Tarkiln Acres are RAD Section 8 units, the same as Kidston Towers. There will be no change to the Resident’s rent. D’Orazio Terrace is still in the VHA public housing inventory and a resident choosing to move there will see no change in their housing costs.

When applicable, the units that the residents are moving to will be accessible for individuals with disabilities.

This option will be presented to the affected households in a one-on-one setting with the Relocation Case Manager. The residents that currently reside in building risers G and H, as well as, the first-floor units at Kidston Towers will be met with to discuss their need to temporarily move. These units need to be vacated to start the construction project and then will be used as the hotel units. If any of these residents do not wish to temporarily or permanently move off-site the, VHA will request volunteers from the remainder of the building. If volunteers are in excess of the amount needed, the VHA will hold a lottery to determine the households to be moved off-site. The remaining residents in risers G, H and the first floor must move within the Kidston or Olivio building.

Plan for Alternate Housing Options:

- **Replacement Housing:** the replacement housing units will be other subsidized senior or handicap disabled projects in the VHA inventory, D’Orazio Terrace and Tarkiln Acres. There are sufficient units available for the affected residents. The resident will not have an increase in rent or security deposit if choosing this option.
- **Fair Housing Considerations:** All replacement units are already in the VHA inventory. The units will meet accessible needs, if required, at no cost to the resident.
- **Packing and Moving Expense:** The VHA will procure a licensed and insured moving company to perform the moves. The resident will be offered boxes to self-pack, or the packing will be done by the moving company. If a resident needs or requests assistance in packing, it will be provided. The Relocation Case Manager will review this with each household. All moving expenses will be paid by the VHA. The resident will not be required to pay any out-of-pocket expense.
- **Storage:** There is no anticipation that storage will be needed.
- **Damage or Loss:** The moving company will be required to have insurance to replace damaged or missing items. The resident and Relocation Case Manager will review belongings before and after the move and document any issues.
- **Dislocation Allowance:** Each resident will receive a dislocation allowance payment of \$100 upon the completion of the move.
- **Appliances:** The resident will have similar appliances available in the new unit.
- **Security Deposits and Utility Costs:** The VHA will transfer the resident’s current security deposit. The Case worker will assist resident with the transfer of any utilities including phone and cable. The cost of such transfer will be paid by the VHA.
- **Replacement Housing Payment:** This is not applicable in this plan.

**VII. Relocation Budget**

Category	Item	Calculation	Amount
Physical Move			
	Off-Site (Kidston)	19 @ 2 @ 750	\$28,500
	On-Site (Kidston) Actual move from existing unit to Hotel unit. Includes packing. (all moves are from either a one-bedroom or efficiency. This estimate covers the potential for reasonable expenses for a person with disabilities see (HUD Handbook 1378, Paragraph 3-2) Note: if an off-site move becomes a permanent move, the funds in this section are sufficient.	79@ 2 @ 200	\$31,600
	Dislocation allowance (off-site)	19 @ 2 @ 100	\$3,800
	Dislocation allowance (on-site Kidston) paid at return to unit	79 @ 100	7,900
	Utility reconnect (off-site only)	Phone, cable, electric 19 @ 2 @\$75	\$2,850
	Security deposit	No cost as all residents will have current security deposit transferred to new unit	\$0.00
	Hotel Unit furniture, etc. (Kidston)	24 @ 2,000	\$48,000
	Hospitality Suite (Olivo)	100 @ 50	\$5,000
Program Compliance and legal			
	Oversight/consultation	4.5 hours per week (18 months)	\$47,385
	Legal consultation		\$3,000
Counseling an Advisory Services			
	Case Manager	18 months @ \$3,450	\$62,100
	Office supplies, phones, Sundry, etc.	18@ 161	\$2,900
	Workshops, Counseling Services		\$5,000
<b>TOTAL</b>			<b>\$248,035.00</b>

## **VIII. Written and Oral Communications with Individuals with Disabilities and LEP Persons and Use of Accessible Meeting Locations**

The VHA has and will continue to take appropriate steps to ensure effective communication with residents and other individuals with disabilities during the relocations, such as through the provision of sign language, other interpreters, large print, braille, accessible electronic and alternate format written communications. Meetings will be held via Zoom or other electronic system and at the community room in each building, which is accessible. Individual meetings with residents will be held on-site in a fully accessible office. The VHA will ensure meaningful access for LEP persons through written material and oral communications provided in languages other than English.

## **IX. Appeals**

If a resident disagrees with the VHA's decision as to the resident's eligibility to receive relocation assistance, the amount of a relocation payment, or the adequacy of a comparable temporary replacement unit offered to the resident, the resident may file a written appeal to the VHA. The resident will have 60 days to file an appeal with the VHA after receiving written notification of a claim or ineligibility determination.

For the appeal process, the VHA will follow the established VHA Grievance Procedure listed below:

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### **Grievance Procedure of the Housing Authority of the City of Vineland:**

#### **I. Definitions applicable to the grievance procedure: [966.53]**

- A. Grievance: Any dispute which a Tenant may have with respect to PHA action or failure to act in accordance with the individual Tenant's lease or PHA regulations which adversely affects the individual Tenant's rights, duties, welfare or status.**
- B. Complainant: Any Tenant (as define below) who grievance is presented to the PHA (at the central office or the development office) in accordance with the requirements presented in this procedure.**
- C. Elements of due process: An eviction action or a termination of tenancy in a State or local court in which the following procedural safeguards are required:**
  - (1) Adequate notice to the Tenant of the grounds for terminating the tenancy and for eviction.**
  - (2) Right of the Tenant to be represented by counsel;**
  - (3) Opportunity for the Tenant to refute the evidence presented by the PHA, including the right to confront and cross examine witnesses and to present any affirmative legal or equitable defense which the Tenant may have;**
  - (4) A decision on the merits.**
- D. Hearing Officer: A person selected in accordance with 24CFR § 966.55 and this procedure to hear grievances and render a decision with respect thereto.**
- E. Hearing Panel: A three-member panel selected in accordance with 24CFR § 966.550 and this procedure to hear grievances and render a decision with respect thereto.**
- F. Tenant: The adult person (or persons) (other than a Live-in aide): (1) Who resides in the unit, and who executed the lease with the PHA as lessee of the dwelling unit, or, if not such person now resides in the unit, (2) Who resides in the unit, and who is the remaining head of the household of the Tenant family residing in the dwelling unit.**
- G. Resident Organization: An organization of residents, which also includes a resident management corporation.**

#### **II. Applicability of this grievance procedure [966.51]**



*In accordance with the applicable Federal regulations (24CFR § 966.55) this grievance procedure shall be applicable to all individuals' grievances (as defined in Section 1 above) between Tenant and the PHA with the following two exceptions:*

- A. Because HUD has issued a due process determination that the law of the State of New Jersey requires that Tenant be given the opportunity for a hearing in court which provides the basic elements of due process (as defined above) before eviction from the dwelling unit, the grievance procedure shall not be applicable to any termination of tenancy or eviction that involves:*
- (1) Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or employees of the PHA, or*
  - (2) Any drug-related criminal activity on or near such premises, [966.51(2)(i) and (ii)]*
- B. The PHA grievance procedure shall not be applicable to disputes between Tenants not involving the PHA or to class grievances. The grievance procedure is not intended as a forum for initiating or negotiation policy changes between a group or groups of tenants and the PHA's Board of Commissioners. [966.51 (b)]*

*This grievance procedure is incorporated by reference in all Tenant dwelling lease and will be furnished to each Tenant and all resident organizations. [966.52 (b) and (d)]*

*Any changes proposed in this grievance procedure must provide for at least 30 days' notice to Tenants and resident organizations, setting forth the proposed changes and providing an opportunity to present written comments. Comments submitted shall be considered by the PHA before any revisions are made to the grievance procedure. [966.52 (c)]*

### *III. Informal settlement of grievance [966.54]*

*Any grievance must be personally presented, either orally or in writing, to the PHA's central office or the management office of the development in which the complainant resides within ten days after the grievable event. Grievances received by the PHA's central office will be referred to the person responsible for the management of the development in which the complainant resides.*

*As soon as the grievance is received, it will be reviewed by the management office of the development to be certain that neither of the exclusions in paragraphs II.A or II.B above applies to the grievance. Should one of the exclusions apply, the complainant will be notified in writing that the matter raised is not subject to the PHA's grievance procedure, with the reason therefor.*

*If neither of the exclusions cited above apply, the complainant will be contacted to arrange a mutually convenient time within ten working days to meet so the grievance may be discussed informally and settled without a hearing. At the information hearing the complainant will present the grievance and the person in charge of the management office will attempt the grievance to the satisfaction of both parties.*

*Within five working days following the informal discussion, the PHA shall prepare and either give or mail the Tenant a summary of the discussion that must specify the names of the participants, the dates of meeting, the nature of the proposed disposition of the complaint and the specific reasons therefor, and shall specify the procedures by which a formal hearing under this procedure may be obtained if the complainant is not satisfied. A copy of this summary shall also be placed in Tenant's file.*

### *IV. Formal Grievance Hearing*

*If the complainant is dissatisfied with the settlement arrived at in the informal hearing, the complainant must submit a written request for a hearing to the management office of the development where the Tenant resides no later than five working days after the summary of the informal hearing is received. A receipt signed by the*

*complainant or a return for delivery of certified mail, whether or not signed, will be sufficient proof of time of delivery for the summary of the informal discussion. [966.55 (a)]*

*The written request shall specify:*

*The reasons for the grievance;*

*The action of relief sought from the PHA; and*

*Several dates and times in the following ten working days when the complainant can attend a grievance hearing.*

*If the complainant requests a hearing in a timely manner, the PHA shall schedule a hearing on the grievance at the earliest time possible for the complainant, PHA and the hearing officer or hearing panel, but in no case later than ten working days after the PHA received the complainant's request.*

*If the complainant fails to request a hearing within five working after receiving the summary of the informal hearing, the PHA's decision rendered at the informal hearing becomes final and the PHA is not obligated to offer the complainant a formal hearing unless the complainant can show good cause why he failed to proceed in accordance with this procedure. [966.552 (c) and (d)]*

*Failure to request a grievance hearing does not affect the complainant's right to contest the PHA's decision in a court hearing. [966.55 (c)]*

**V. *Selecting the Hearing Officer or Hearing Panel [966.55 (b)(2)(ii)]***

*A grievance hearing shall be conducted by an impartial person or persons appointed by the PHA after consultation with resident organizations, as described below:*

- A. *The PHA shall nominated a slate of impartial persons to sit as hearing officers or hearing panel members. Such persons may include PHA Board members, PHA staff members, residents, professional arbitrators, or others. The initial slate of nominees should be at least nine persons.***

*The PHA will check with each nominee to determine whether there is an interest in serving as a potential hearing officer or panel member, whether the nominee feels fully capable of impartiality, whether the nominee can serve without compensation, and what limitations on the nominee's time would affect such service.*

*Nominees will be informed that they will be expected to disqualify themselves from hearing grievances that involve personal friends, other residents of development in which they work or reside, or grievances in which they have some personal interest.*

*Nominees who are not interested in serving as hearing officers or whose time is too limited to make service practical will be withdrawn.*

- B. *A slate of potential hearing officers or hearing panel members nominated by the PHA shall be submitted to the PHA's resident organizations. Written comments from the organizations shall be considered by the PHA before the nominees are appointed as hearing officers or panel members.***
- C. *When the comments from resident organizations have been received and considered, the nominees will be informed that they are the PHA's official grievance hearing committee. The PHA will subsequently contact committee members in random order to request their participation as hearing panel members or hearing officers.***

**VI. *Escrow deposit required for hearing involving rent [966.55 (e)]***

*Before a hearing is scheduled in any grievance involving the amount of rent which the PHA claims is due under this lease, the complainant shall pay the PHA an amount equal to the rent due and payable as of the first of the month preceding the month in which the act or failure to act took place. The complainant shall, thereafter, deposit the same amount of the monthly rent in an escrow account monthly until the complaint is resolved by decision of the hearing officer or hearing panel. This requirement will not be waived by the PHA.*

**VII. Scheduling hearings [966.55 (f)]**

*When a complainant submits a timely request for a grievance hearing, the PHA will immediately contact three members of the hearing committee to schedule the hearing within the following ten working days on one of the dates and times indicated by the complainant. If three committee members can agree on a date and item for the hearing, the complainant will be notified.*

*If two of the panel members can meet on a date convenient for the complainant, the PHA will approach another member of the hearing committee to find a third member to complete the panel.*

*If only one member of the hearing committee can meet on a date named by the complainant, that single committee member shall serve as the hearing officer.*

*Once the hearing panel or hearing officer have agreed upon the hearing date and time, the complainant, the manager of the development in which the complainant resides, and hearing panel members or officer shall be notified in writing. Notice to the complainant shall be in writing, either personally delivered to complainant or sent by mail, return receipt requested.*

*The written notice will specify the time, place and procedures governing the hearing.*

**VIII. Procedures governing the hearing [966.56]**

*The hearing shall be held before a hearing panel or hearing officer as described above in section VII. The complainant shall be afforded a fair hearing, which shall include:*

- A. The opportunity to examine before the hearing and PHA documents, including records and regulations that are directly relevant to the hearing.*
- B. The Tenant shall be allowed to copy and such document at the Tenant's expense. If the PHA does not make the documents available for examination upon request by the complainant, the PHA may not rely on such documents at the grievance hearing.*
- C. The right to be represented by counsel or other person chosen as the Tenant's representative and to have such person make statements on the Tenant's behalf. The right to a private hearing unless the complainant requests a public hearing. The right to present evidence and arguments in support of the Tenant's complaint to controvert evidence relied on by the PHA or project management, and to confront and cross examine all witness upon whose testimony or information the PHA or project management relies; and*
- D. A decision based solely and exclusively upon the fact presented at the hearing. [966.56 (b)]*

*The hearing panel or officer may render a decision without proceeding with the hearing if they determine that the issue has been previously decided in another proceeding. [966.56(c)]*

*At the hearing, the complainant must at first make showing of an entitlement to the relief sought and, thereafter, the PHA must sustain the burden of justifying the PHA action or failure to act against which the complaint is directed. [966.56(e)]*

*The hearing shall be conducted informally by the hearing panel or officer. Oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. [966.56(f)]*

*The hearing panel or officer shall require the PHA, the complainant, counsel and other participants or spectators to conduct themselves in an orderly fashion. Failure to comply with the directions of the hearing panel or officer to obtain order may result in exclusion from proceedings or in decision adverse to the interest of disorderly party and granting or denial of the relief sought, as appropriate. [966.56(f)]*

*The complainant or the PHA may arrange in advance, and at expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript. [966.56(g)]*

*The PHA must provide reasonable accommodations for persons with disabilities to participate in the hearing. Reasonable accommodation may include qualified sign language interpreters, readers, accessible locations, or attendants. If the Tenant is visually impaired, any notice to the Tenant which is required under this procedure must be in an accessible format. [966.56(h)]*

*If a hearing panel member or officer fails to disqualify himself/herself as required in Section V.A., the PHA will remove panel member or officer from hearing committee, invalidate the results of the hearing a new hearing panel or officer.*

**IX. Failure to appear at the hearing**

*If the complainant or the PHA fails to appear at the scheduled hearing, the hearing panel or officer may make a determination that the party has waived his right to a hearing. [966.56(d)]*

*Both the complainant and the PHA shall be notified of the determination by the hearing panel or officer; provided, that a determination that the complainant has waived his rights to a hearing shall not constitute a waiver of any right the complainant may have to contest the PHA's disposition of the grievance in court. [966.56(d)]*

**X. Decision of the hearing panel or officer [966.57]**

*The hearing panel or officer shall prepare a written decision, together with the reasons for the decision within ten working days after the hearing. A copy of the decision shall be sent to the complainant and the PHA.*

*The PHA shall retain a copy of the decision in the Tenant's folder. A copy of the decision with the names and identifying references deleted, shall also be maintained on file by the PHA and made available for inspection by a prospective complainant, his representative, or the hearing panel or officer.*

*The decision of the hearing panel or officer shall bind on the PHA which shall take all actions, or refrain from any actions, necessary to carry out the decision unless the PHA's Board of Commissioners determines within ten working days, and promptly notifies the complainant of its determination that:*

- A. The grievance does not concern PHA action or failure to act in accordance with or involving the complainant's lease or PHA regulations, which adversely affect the complainant's rights, duties, welfare or status.*
- B. The decision of the hearing panel or officer is contrary to applicable Federal, State or local law, HUD regulations, or requirements of the annual contributions contract between HUD and the PHA.*
- C. A decision by the hearing panel or officer or Board of Commissioners in favor of the PHA or which denies the relief requested by the complainant in the whole or in part shall not constitute a waiver of, nor affect in any way, the rights of the complainant to a trial or judicial review in and court proceedings which may be brought in the matter later. [966.57]*

**End of Grievance Procedure of the Housing Authority of the City of Vineland**

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## **X. Certification**

The VHA certifies it will follow all requirements associated with Relocation regulations. In accordance with Notice H 2016 – 17 PIH 2016 – 17 (HA) This Relocation Plan is in compliance. All assistance required by the moves described in this Plan under the aforementioned Notice will be provided to the residents

## **XI. Notices**

**RAD Information Notice** – The affected residents have been sent this notice prior to the VHA submitting the RAD application

**General Information Notice** – The affected residents have been sent this notice in May of 2020.

**RAD Notice of Relocation** – each affected resident will receive this notice after the issuance of the RAD Conditional Commitment. For residents that will be temporarily relocated for less than one year this notice will be issued at least 30-days prior to the household move, for those households that will be temporarily relocated for more than one-year this notice will be issued not less than 90 days prior to the household move.

**URA Notice of Relocation Eligibility** – This notice will be issued to residents whose temporary relocation exceeds one-year.

**Notification of Return to Covered Project** – With respect to all temporary relocations, the VHA will notify the resident in writing reasonably in advance of the resident’s expected return to the Covered Project

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

**RESOLUTION #2021-07**

**Resolution Awarding As-Needed Electrical Services**

**WHEREAS**, the Vineland Housing Authority has solicited Requests for Quotes for As-Needed Electrical Services; and

**WHEREAS**, two proposals were submitted and reviewed; and

**WHEREAS**, the Vineland Housing Authority recommends to its Board of Commissioners to authorize the use of both proposals - **Gen X Electrical Contractors LLC – 1452 S. Delsea Drive, Vineland, NJ** and to **Eric M. Krise Electrical Contractors, LLC – 80 Broad Street, Elmer, NJ** to provide the Vineland Housing Authority with as-needed Electrical Services commencing February 1, 2021 in accordance with the attached fee schedules; and

**WHEREAS**, it is recommended to the Board of Commissioners to contract with **Gen X Electrical Contractors LLC** and **Eric M. Krise Electrical Contractors, LLC** to provide the Vineland Housing Authority with As-Needed Electrical Services in amounts not to exceed \$44,000 per the attached schedules.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners hereby authorizes its executive director or his designee to utilize the services of As-Needed Electrical Services with **Gen X Electrical Contractors LLC** and **Eric M. Krise Electrical Contractors, LLC** as indicated above.

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

Resolution moved by Commissioner

Resolution seconded by Commissioner

**VOTE:**

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

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

## CERTIFICATION

Funding is available for:

### **AS-NEEDED ELECTRICAL SERVICES CONTRACT**

from the Operating Budget and Kidston/Olivio Towers Project Construction Funding. The line item to be charged for the above expenditure is Account # 4430-06 (Contract – Electrical).

\_\_\_\_\_  
Wendy Hughes  
Certifying Financial Officer

\_\_\_\_\_  
Date

# FORM OF PROPOSAL

Vineland Housing Authority – As Needed Electrical Services RFQ

## PRICING TABLE

	Total
Cost per hour Electrician	\$ 110. <sup>00</sup>
Cost per hour Laborer	\$ 55. <sup>00</sup>



\_\_\_\_\_  
Signature of Proposer

1-13-2021  
Date

Robert L. McKe Jr

\_\_\_\_\_  
Printed Name of Above Signature

Gen X Electrical Contractors LLC

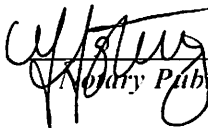
\_\_\_\_\_  
Printed Company Name

1452 S. Delsea Dr  
Address

Vineland NJ 08360  
City, State, Zip

856-297-0394  
Phone

Sworn to and subscribed  
before me this 13  
day of January, 2021.

  
\_\_\_\_\_  
Notary Public (SEAL)

Tiffany M. Tumey  
Notary Public of New Jersey  
My Commission Expires Jan. 3, 2022  
ID No. 2456040




**FORM OF PROPOSAL**

Vineland Housing Authority – As Needed Electrical Services RFQ

**PRICING TABLE**

	Total
Cost per hour Electrician	\$ 118.00
Cost per hour Laborer	\$ 118.00

  
\_\_\_\_\_  
Signature of Proposer

01/13/2021  
Date

Eric M. Krise, CEO  
Printed Name of Above Signature

ERIC M. KRISE  
ELECTRICAL CONTRACTOR, LLC  
Printed Company Name

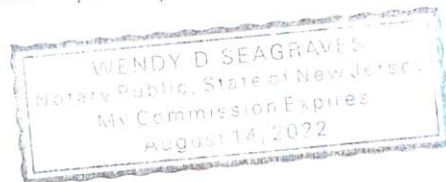
80 BROAD STREET  
P.O. BOX 381  
Address

ELMER, NJ 08318  
City, State, Zip

856-769-3932  
Phone

Sworn to and subscribed  
before me this 13  
day of January, 2021

WENDY D. SEAGRAVES  
Notary Public (SEAL)



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

**RESOLUTION #2021-08**

**Resolution Authorizing Conditional Payment of Additional Compensation from the  
Ocean City Housing Authority to the Housing Authority of the City of Vineland**

**WHEREAS**, the Housing Authority of the City of Ocean City and the Housing Authority of the City of Vineland have entered into a management agreement whereby management of the City of Ocean City Housing Authority has been provided and continues to be provided by the Housing Authority of the City of Vineland; and

**WHEREAS**, the Housing Authority of the City of Vineland under its management agreement with the Housing Authority of the City of Ocean City has performed extraordinarily well causing a substantial increase in the income of the Housing Authority of the City of Ocean City and a reduction in the expenses of the Housing Authority of the City of Ocean City; and

**WHEREAS**, as a result of the above, for the fiscal year beginning October 1, 2019 and ending September 30, 2020 the Ocean City Housing Authority had a substantial surplus of income over expenses; and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the City of Ocean City has determined that an additional payment over and above those monies payable to the Housing Authority of the City of Vineland pursuant to the management agreement should be paid by the Housing Authority of the City of Ocean City to the Housing Authority of the City of Vineland in consideration for the extraordinary services provided by the Housing Authority of the City of Vineland; and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the City of Ocean City has further determined that the amount of the additional payment should be \$10,000.00 with the condition that the Housing Authority of the City of Vineland shall pay to its Executive Director, Jacqueline S. Jones, \$5,000.00 of the \$10,000.00 to be paid by the Housing Authority of the City of Ocean City to the Housing Authority of the City of Vineland; and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the City of Ocean City has further determined that the remaining \$5,000.00 should be paid by the Housing Authority of the City of Ocean City to the Housing Authority of the City of Vineland on the condition that it be distributed by Jacqueline S. Jones, as Executive Director of the Housing Authority of the City of Vineland to those employees of the Housing Authority of the City of Vineland who performed services to the Housing Authority of the City of Ocean City at the sole discretion of Jacqueline S. Jones as Executive Director of the Housing Authority of the City of Vineland.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Housing Authority of the City of Vineland approves the Housing Authority of the City of Ocean City condition and shall pay additional compensation to the Housing Authority of the City of Vineland in the amount of \$10,000.00 upon the conditions stated herein. The payment of \$10,000.00 by the Housing Authority of the City of Ocean City to the Housing Authority to the City of Vineland is conditioned upon the Board of Commissioners of the Housing Authority of the City of Vineland authorizing and approving payment of \$5,000.00 to Jacqueline S. Jones;
2. The Housing Authority of the City of Vineland approves the payment of \$10,000.00 is further conditioned upon the approval of the Board of Commissioners of the Housing Authority of the City of Vineland of payment of the remaining \$5,000.00 to be distributed to the employees of the Housing Authority of the City of Vineland who provided services to the Housing Authority of the City of Ocean City with distribution to those employees and in amounts to be determined at the sole discretion of Jacqueline S. Jones as Executive Director of the Housing Authority of the City of Vineland.

**ADOPTED:** January 21, 2021

**MOVED/SECONDED:**

**Resolution moved by Commissioner**

**Resolution seconded by Commissioner**

**VOTE:**

<b>Commissioner</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Chris Chapman				
Rudolph Luisi				
Alexis Cartagena				
Gary Forosisky				
Daniel Peretti				
Brian Asselta				
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 January 21, 2021 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

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

1/18/21

**HOUSING AUTHORITY OF VINELAND - JANUARY, 2021 - EVICTIONS**

**1. ROSA ROSADO**

This matter was referred for eviction based on unpaid rent. The hearing was scheduled for March 18, 2020 but in an effort to contain the spread of COVID-19, the Court has suspended all landlord/tenant cases for the time being. We do not as yet have a new date for the hearing.

**2. JOSEPH BARBOSA**

This matter was referred for eviction based upon the One Strike policy and unpaid rent. We have not yet been advised of the hearing date because of COVID-19.

**3. FERDINAN CUEVAS-RUIZ**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We have not yet been advised of the hearing date because of COVID-19.

**4. HERIBERTO AFANADOR**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We have not yet been advised of the hearing date because of COVID-19.

**5. MELISSA DEJESUS**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court. We have not yet been advised of the hearing date because of COVID-19.

**6. IRIS RODRIGUEZ**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**7. JEMECIA WAINWRIGHT**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**8. JENNIFER RIVERA**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**9. PORSHA ROSARIO**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**10. DAWN DAYTON**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**11. MELINDA RODRIGUEZ**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**12. ADRIANA DELGADO**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

13. IVELISSE RIVERA

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**AFFORDABLE HOUSING CORP. OF VINELAND**

**1. FRANCISCO RIVERA**

This matter was referred for eviction based on unpaid rent. The hearing was scheduled for March 18, 2020 but in an effort to contain the spread of COVID-19, the Court has suspended all landlord/tenant cases for the time being. We do not as yet have a new date for the hearing.

**2. YAHAIRA REYES**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**3. VANESSA ERAZO**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**4. DAMARIS RIVERA**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**5. ALIDAMARY ROBLE RODRIGUEZ**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**6. JALERIS GONZALEZ**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**7. DORIS DOWNING**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**8. LUIS MENDEZ RODRIGUEZ**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**9. JORGE VEGA**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.

**10. CONNIE CARRION**

This matter was referred for eviction based on unpaid rent and a complaint was filed with the Court on December 28, 2020. We have not yet been advised of the hearing date because of COVID-19.