

2023 HOUSING AUTHORITY BUDGET RESOLUTION

Florence Township Housing Authority

FISCAL YEAR: April 01, 2023 to March 31, 2024

WHEREAS, the Annual Budget for Florence Township Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 has been presented before the governing body of the Florence Township Housing Authority at its open public meeting of December 10, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$600,830.00, Total Appropriations including any Accumulated Deficit, if any, of \$553,101.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$135,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Florence Township Housing Authority, at an open public meeting held on December 10, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Florence Township Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Florence Township Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on February 08, 2023.

fhal@comcast.net

(Secretary's Signature)

12/10/2022

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Ritchard Woolston, Chairman	x			
Anant Patel	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Eduardo Jimenez	x			
William Bott	x			

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp.12/31/2012)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Florence Housing Authority
PHA Code: NJ 038

PHA Fiscal Year Beginning: April 1, 2023 Board Resolution Number: 2022-20

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE


- ☒ Operating Budget approved by Board resolution on: December 10, 2022
- ☒ Operating Budget submitted to HUD, if applicable, on: _____
- ☒ Operating Budget revision approved by Board resolution on: _____
- ☒ Operating Budget revision submitted to HUD, if applicable, on: _____

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: <u>Mr. Ritchard Woolston</u>	Signature: 	Date: <u>12/10/22</u>
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NEW JERSEY AUDIT FYE 2022

RESOLUTION 2022-19

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

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

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

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

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

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

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE

MEETING HELD ON November 9, 2022


Secretary

Date

Governing Body Recorded Vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson				x
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			x
Anant Patel				

New Jersey Public Housing Authority Joint Insurance Fund

9 Campus Drive, Suite 216

Parsippany, NJ 07054

Telephone (201) 881-7632 Fax (201) 881-7633

☐ **Direct Inquiries to : Tracy Lopez**

November 9, 2022

2023 PROXY

I, Gary Centinaro, Commissioner to the New Jersey Public Housing Authority Joint Insurance Fund from the Florence Housing Authority, do hereby grant my irrevocable proxy for the 2023 Fund year to a majority of the Executive Committee members personally in attendance at any such meeting, for the purposes of casting any vote which I may be authorized to cast as a member of the Fund.

Should I attend any such meeting at which a vote is to be cast, I will have the power to vote personally and this proxy will not be applicable at any such meeting.

 (Signature)

Gary J Centinaro (Printed Name)

10-12-22 (Date)

Commissioner to the Joint Insurance Fund from

Florence **Housing Authority**

Non-Profits (if applicable)

Please return this form by January 3, 2023:

Email: tracyL@permainc.com **OR**

Fax #201-881-7633

Mail: Perma Risk Management Services

9 Campus Drive, Suite 216

Parsippany, NJ 07054

Attn: Tracy Lopez

**RESOLUTION FOR RENEWAL OF MEMBERSHIP
IN THE
NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
2022-18**

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

WHEREAS, said renewed membership terminates as of December 31, 2022 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The **Florence Housing Authority** agrees to renew its membership in the New Jersey Public Housing Authority Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Chairperson/Executive Director shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Public Housing Authority Joint Insurance Fund evidencing the Authority's intention to renew its membership.

This Resolution agreed to this 12 day of October, 2022 by a vote

Of: 7 Affirmative
0 Negative



Chairperson/Executive Director

Attest

10-12-22

Date:

NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND

**AGREEMENT TO RENEW MEMBERSHIP IN THE
2022-17
NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND**

WHEREAS, the **New Jersey Public Housing Authority Joint Insurance Fund** (hereinafter the Fund) is a duly chartered Joint Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, **Florence Housing Authority** is currently a member of said Fund, and;

WHEREAS, effective December 31, 2022, said membership will expire unless earlier renewed, and;

WHEREAS, the Chairperson/Executive Director and Board of Commissioners of the Authority has resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:

1. **Florence Housing Authority** hereby renews its membership in the New Jersey Public Housing Authority Joint Insurance Fund for a three (3) year period, beginning January 1, 2023 and ending December 31, 2025.
2. **Florence Housing Authority** hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the New Jersey Public Housing Authority Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. **Florence Housing Authority** agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

4. In consideration of the continuing membership of the in the New Jersey Public Housing Authority Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Insurance, to accept the renewal application of (Name of Authority).
5. Executed the 12th day of October, 2022 as the lawful and binding act and deed of **Florence Housing Authority**, which execution has been duly authorized by public vote of the governing body.


Chairperson/Executive Director

Attest

10-12-22
Date:

NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

RESOLUTION 2022-16

A RESOLUTION TO APPOINT FUND COMMISSIONER

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

WHEREAS, the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its' representative to said Fund; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioner of the Florence Housing Authority does hereby appoint Gary J. Centinaro, Executive Director, as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2023.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF COMMISSIONERS OF THE FLORENCE HOUSING AUTHORITY AT A MEETING HELD ON WEDNESDAY, October 12, 2022


Gary J. Centinaro, Executive Director

Commissioners recorded vote:

	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
BANKING INSTITUTION
CERTIFICATE OF AUTHORITY
WSFS Bank
RESOLUTION 2022-15

Legal Name: The Housing Authority of the Township of Florence
Principal address: 620 West Third Street
Florence, New Jersey 08518

Business: Corporation

Beneficial WSFS Bank is the banking institution for the Florence Housing Authority Funds.

 X Certification of Resolutions: The undersigned is authorized by the Depositor to certify and hereby does certify that the Resolution set forth below were properly adopted on October 12, 2022 by the Depositor in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all applicable to the Depositor have not been modified or rescinded, and are in full force and binding on the Depositor.

 X Adoption of Resolution: The undersigned does hereby adopt the Resolution set forth below and certify that such Resolutions are in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all laws applicable to the depositor.

ADOPTED:

I hereby certify that the above resolution was approved at the Reorganization Meeting held on Wednesday, October 12, 2022.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
BANKING INSTITUTION
CERTIFICATE OF AUTHORITY
Bank of America
RESOLUTION 2022-14

Legal Name: The Housing Authority of the Township of Florence
Principal address: 620 West Third Street
Florence, New Jersey 08518

Business: Corporation

Bank of America is approved as an option as a banking institution for the Florence Housing Authority. This account option will be researched by the Executive Director and reported to the Board of Commissioners, pending any changes.

 X Certification of Resolutions: The undersigned is authorized by the Depositor to certify and hereby does certify that the Resolution set forth below were properly adopted on October 12, 2022 by the Depositor in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all applicable to the Depositor have not been modified or rescinded, and are in full force and binding on the Depositor.

 X Adoption of Resolution: The undersigned does hereby adopt the Resolution set forth below and certify that such Resolutions are in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all laws applicable to the depositor.

ADOPTED:

I hereby certify that the above resolution was approved at the Reorganization Meeting held on Wednesday, October 12, 2022.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston				
Eduardo Jimenez				
Kimberly Mattson				
Mary Ann Napolitan				
Robert Dulo				
William Bott				
Anant Patel				

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-13
EXISTING POLICIES AND CONTRACTS

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence that the Housing Authority shall continue the implementation of the Authority policies and operate in accordance with the Department of Housing and Urban Development's Public Housing low-income program.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on October 12, 2022 approved the above resolution.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

**THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-12
MEETING CALENDAR**

BE IT RESOLVED, that pursuant to the provisions of the Open public Meeting Act of the State of New Jersey the following is a schedule of the Regular Monthly Meetings of the Housing Authority of the Township of Florence, 620 West Third and Eyre Streets, Florence, New Jersey, 08518, at 7:00 pm in the conference room of the Florence Housing Authority, 620 West Third Street, Florence, New Jersey 08518, unless otherwise noted.

OCTOBER 12, 2022 THRU SEPTEMBER 13, 2023

WEDNESDAY, OCTOBER 12, 2022
WEDNESDAY, NOVEMBER 09, 2022
SATURDAY, DECEMBER 10, 2022 *
WEDNESDAY, JANUARY 11, 2023
WEDNESDAY, FEBRUARY 08, 2023
WEDNESDAY, MARCH 08, 2023
WEDNESDAY, APRIL 12, 2023
WEDNESDAY, MAY 10, 2023
WEDNESDAY, JUNE 14, 2023
WEDNESDAY, JULY 12, 2023 *no meeting unless necessary)
WEDNESDAY, AUGUST 09, 2023 *no meeting unless necessary)
WEDNESDAY, SEPTEMBER 13, 2023

*September meeting is at 6:00pm

* December meeting is at 10:00 am

* The monthly meetings for July and August 2023 are canceled unless otherwise noted.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on October 12, 2022 approved the above resolution.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

**THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-11
DESIGNATE LEGAL NEWSPAPER**

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence:

WHEREAS, pursuant to applicable New Jersey State Law and Procedures to the U.S. Department of Housing and Urban Development the following is the newspaper designated for Public Notice:

Burlington County Times

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on October 12, 2022 approved the above resolution.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-10
RE-APPOINT COORDINATOR FOR
CAPITAL FUNDING PROGRAMS

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, The Housing Authority of the Township of Florence is operating fifty (50) units of low-income public housing, identified as Maplewood Homes; and,

WHEREAS, A Capital Funding Coordinator Consulting Services are required by the Authority and approved by HUD in connection with the operation and management of the Capital Funding Programs (CFP); and,

WHEREAS, the Authority Executive Director is qualified to fulfill this position; and,

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Florence Housing Authority do hereby appoint **Gary J. Centinaro, Executive Director**, for said services; and,

BE IT FURTHER RESOLVED, that the Commissioners of the Housing Authority be and hereby are authorized to execute this appointment.

ADOPTED:

I hereby certify that the above resolution was approved by the Board of Commissioners at the re-organization meeting held on October 12, 2022.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-09
APPOINTING AUDIT SERVICES-FYE 03/31/2023

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that there exists a need for Audit Services in connection with its PHA owned low-income housing program; and,

WHEREAS, the Authority, after consideration of various factors, including but not limited to prior experience, and cost, shall exercise the option of renewing the current contract under the same terms and conditions for the Audit services of **Jennifer L. Anderson, LLC, Mazzucco & Company, CPAs**, for a time period of one (1) year, ending **March 31, 2023**; and,

NOW THEREFORE, BE IT RESOLVED , that the re-appointment of the Audit Firm hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Audit Firm is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT FURTHER RESOLVED, that the Commissioner of the Authority be and hereby are authorized to execute a mutually satisfactory Agreement on behalf of the Authority with said Audit Firm for said services at said costs of **\$8,000**;

BE IT FURTHER RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a) (i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the above resolution was approved by the Board of Commissioners at the re-organization meeting held on October 12, 2022.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-08
APPOINT ARCHITECTURAL FIRM

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that there exists a need for Architectural Services in connection with its PHA owned low-income housing program; and,

WHEREAS, the Authority, after consideration of various factors, including but not limited to prior experience, and cost, has contracted to receive the Architectural services of **Habitech Architecture, LLC**, for a time period of **October 1, 2022 ending September 30, 2023**; with an option to renew for an additional year; and,

BE IT FURTHER RESOLVED, that the appointment of the Architectural Firm hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Architectural Firm is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT FURTHER RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a)(i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the above resolution was approved by the Board of Commissioners at the re-organization meeting held on October 12, 2022.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

**THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-07
FEE ACCOUNTANT**

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that there exists a need for a professional part time Fee Accounting Service in connection with its PHA owned low-income housing program; and,

WHEREAS, the Authority has solicited proposals for this professional service pursuant to competitive proposal procedures prescribed by the U.S. Department of Housing and Urban Development and funds have been budgeted and approved by HUD for this services; and,

WHEREAS, the Authority has reviewed the proposal(s) received for this service and will engage a fee accountant to perform the professional accounting services, do appoint **David Ciarrocca**, at a rate agreed upon for a time period of **October 1, 2022 ending September 30, 2023**;

BE IT FURTHER RESOLVED, that the Commissioners of the Authority be and hereby are authorized to execute a mutually satisfactory Agreement on behalf of the Authority with said Accountant for said services at said costs of **\$13,200.00** payable in 12 equal payments of **\$1,150.00** each; and,

BE IT FURTHER RESOLVED, that the appointment of the Accountant hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Accountant is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a)(i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on October 12, 2022 approved the above resolution.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2022-06
LEGAL SERVICES CONTRACT

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that it is necessary in connection with the Maplewood Homes Project to engage an Attorney to perform legal services with regard to the Florence Housing Authority, hereby do appoint **David M. Serlin**, at a rate agreed upon for a time period of **October 1, 2022 ending September 30, 2023**;

BE IT FURTHER RESOLVED, that the Commissioners of the Authority be and hereby are authorized to execute a mutually satisfactory Agreement on behalf of the Authority with said Attorney for said services at said costs; and **\$185.00**, per hour for general services; and an additional fee of **\$258.00** for each eviction filed, and;

BE IT FURTHER RESOLVED, that the appointment of the Attorney hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Attorney is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a)(i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on October 12, 2022 approved the above resolution.

Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
William Bott	x			
Anant Patel	x			

HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

O: 609-499-0575
F: 609-499-0888

MAPLEWOOD HOME
620 WEST THIRD STREET
FLORENCE, NJ 08518
EMAIL: fha1@comcast.net

GARY J. CENTINARO
EXECUTIVE DIRECTOR

HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

Resolution 2022-5

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
APPROVAL OF THE DEFINITION OF A SIGNIFICANT AMENDMENTS & SUBSTANTIAL
DEVIATION/MODIFICATION OF THE 5 YEAR & ANNUAL PLAN.

WHEREAS, the Florence Housing Authority has analyzed the matter in formulation these criteria:

NOW, THEREFORE, BE IT RESOLVED, that the Housing Authority of the Township of Florence Board of Commissioners has approved the following definition of a Significant Amendment & Substantial Deviation/Modification to the 5 Year & annual Plan as follows:

A Substantial Deviation/Modification from a 5 Year & Annual Plan occurs when the Board of Commissioners decides it wants to change the Mission Statement as defined in the most recent HUD Approved 5 Year Plan filing.

A Significant Amendment is defined as a discretionary change in the plan or policies of the Housing Authority that fundamentally changes the Authority and which by its nature requires Board of Commissioner Approval.

HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

Dated: May 13, 2022

ATTEST:



GARY J. CENTINARO, SECRETARY

2022 ADOPTED BUDGET RESOLUTION

FLORENCE HOUSING AUTHORITY RESOLUTION # 2022-4

FISCAL YEAR: FROM: 4/1/22 TO: 3/31/23

WHEREAS the Annual Budget and Capital Budget/Program for the Florence Housing Authority for the fiscal year beginning April 1, 2022, and ending, March 31, 2023, has been presented for adoption before the governing body of the Florence Housing Authority at its open public meeting of February 9, 2022; and

WHEREAS the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS the Annual Budget as presented for adoption reflects Total Revenues of \$572,152, Total Appropriations, including any Accumulated Deficit, if any, of \$521,708 and Total Unrestricted Net Position utilized of \$0 and

WHEREAS the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$115,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Florence Housing Authority, at an open public meeting held on February 9 2022, that the Annual Budget and Capital Budget/Program of the Florence Housing Authority for the fiscal year beginning, April 1, 2022 and, ending, March 31, 2023 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

(Secretary's Signature)

(Date)

Governing Body

Member:

Ritchard Woolston, Chairman

Anant Patel

Kimberly Mattson

Mary Ann Napolitan

Robert Dulo

Eduardo Jimenez

William Bott

Recorded Vote

Aye

Nay

Abstain

Absent

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

RESOLUTION 2022-03

CLEAR MONIES TRANSFERRED TO COLLECTION LOSSES

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence:

WHEREAS, there exists an unpaid balance of rents for the month ending 12/31/2021 of which the amount is \$8,603.00 created by vacated (DESEASED) tenants which has been determined un-collectable:

Cristina Lewis Unit #61 \$901.00
Dorothy Dowling Unit #12 \$7,702.00

Total balance of removal-\$8,603.00

WHEREAS, the amount of \$8,603.00 shall be written-off for the month ending 12/31/2021 in accordance with HUD Accounting requirements, however, collection of monies shall be pursued legally.

NOW THEREFORE BE IT RESOLVED, that this resolution is approved and adopted.

ADOPTED:

I hereby certify that the above resolution was approved and adopted by the Board of Commissioners at the Regular Meeting held on January 12, 2022.


Gary J. Centinaro, Secretary/Treasurer

Governing Body recorded vote

<u>Member's</u>	<u>___Ayes</u>	<u>___Nays</u>	<u>___ Abstains</u>	<u>___ Absent</u>
Ritchard Woolston	X			
Eduardo Jimenez	X			
Kimberly Mattson	X			
Mary Ann Napolitan	X			
Robert Dulo	X			
William Bott				X
Anant Patel				X

Civil Rights Certification (Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

Civil Rights Certification

Annual Certification and Board Resolution 2022-2

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 4/1/2022 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Florence Housing Authority
PHA Name

NJ038
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: Gary J Centinaro

Name of Board Chairperson: Ritchard Woolston

Signature

Date 2/9/22

Signature

Date 2/9/22

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

MAPLEWOOD HOMES
620 WEST THIRD STREET
FLORENCE, NEW JERSEY 08518

RESOLUTION 2022-01

CAPITAL FUND PLAN BUDGET

WHEREAS: the Capital Fund Plan Budget for the Florence Housing Authority has been presented for approval before the Members of the Florence Housing Authority at its open public meeting of January 12, 2022.

NOW, THEREFORE BE IT RESOLVED, by the Members of the Florence Housing Authority, at an open public meeting held on January 12, 2022 that the Capital Fund Plan Budget of the Florence Housing Authority is hereby approved; and

BE IT FURTHER RESOLVED that the Capital Fund Plan Budget as presented for approval reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

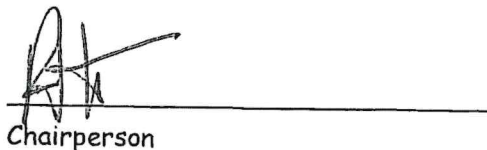

Secretary

January 12, 2022

Date

Governing Body recorded vote

Member's	Ayes	Nays	Abstains	Absent
Ritchard Woolston	X			
Eduardo Jimenez	X			
Kimberly Mattson	X			
Mary Ann Napolitan	X			
Robert Dulo	X			
William Bott				X
Anant Patel				X


Chairperson

January 12, 2022

Date