

Resolution 2023-22

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, 2024 Board Resolution Number:

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: November 8, 2023
- ☐ 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: Mr. Ritchard Woolston	Signature: 	Date: 11/8/23
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THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-21
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 3/31/2023 of which the amount is \$619.32 created by vacated (MOVED OUT) tenants which has been determined uncollectable.

Shantell Brown Unit #75 \$619.32

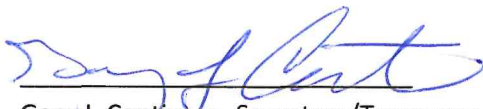
Total balance of removal \$619.32

WHEREAS, the amount of \$613.32 shall be written-off for the month ending 9/30/2023 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 Re-Organization & Regular Meeting held on September 13, 2023.


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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-20
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 4/30/2023 of which the amount is \$4,264.90 created by vacated (**EVICTED**) tenants which has been determined uncollectable.

Michelle Trammell Unit #55 \$4,264.90

Total balance of removal \$4,264.90

WHEREAS, the amount of \$4,264.90 shall be written-off for the month ending 9/30/2023 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 Re-Organization & Regular Meeting held on September 13, 2023.


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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-19
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 4/30/2023 of which the amount is \$12,929.84 created by vacated (**EVICTED**) tenants which has been determined uncollectable.

Briana Gaskins Unit #53 \$12,929.84

Total balance of removal \$12,929.84

WHEREAS, the amount of \$12,929.84 shall be written-off for the month ending 9/30/2023 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 Re-Organization & Regular Meeting held on September 13, 2023.


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			
Anant Patel	x			

NEW JERSEY AUDIT FYE 2023

RESOLUTION 2023-18

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 2023 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

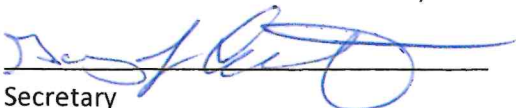
WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

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 2023, 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 SEPTEMBER 13, 2023


Secretary

10/3/23
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			
Anant Patel	x			

**NEW JERSEY AUDIT FYE 2023
RESOLUTION 2023-17**

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 2023 has been completed and filed with the Housing Authority of the Township of Florence pursuant to N.J.S.A. 40A:5A-15, and

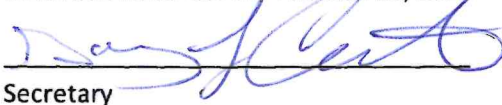
WHEREAS, N.J.S.A. 40A:5A- 17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "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 2023, 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 SEPTEMBER 13, 2023


Secretary

9/13/23
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			
Anant Patel	X			


THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-16
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, September 13, 2023


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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
BANKING INSTITUTION
CERTIFICATE OF AUTHORITY
WSFS Bank
RESOLUTION 2023-15

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 September 13, 2023 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, September 13, 2023.



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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
BANKING INSTITUTION
CERTIFICATE OF AUTHORITY
Bank of America
RESOLUTION 2023-14

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, September 13, 2023.



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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-13
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 September 13, 2023 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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-12
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 11, 2023 THRU SEPTEMBER 11, 2024

WEDNESDAY, OCTOBER 11, 2023
WEDNESDAY, NOVEMBER 08, 2023
SATURDAY, DECEMBER 16, 2023*
WEDNESDAY, JANUARY 10, 2024
WEDNESDAY, FEBRUARY 14, 2024
WEDNESDAY, MARCH 13, 2024
WEDNESDAY, APRIL 10, 2024
WEDNESDAY, MAY 08, 2024
WEDNESDAY, JUNE 12, 2024
WEDNESDAY, JULY 10, 2024 *no meeting unless necessary)
WEDNESDAY, AUGUST 14, 2024 *no meeting unless necessary)
WEDNESDAY, SEPTEMBER 11, 2024

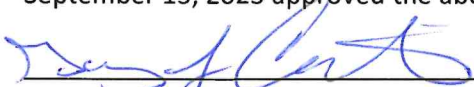
*September meeting is at 6:00pm

* December meeting is at 10:00 am

* The monthly meetings for July and August 2024 are canceled unless otherwise noted.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on September 13, 2023 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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-11
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 September 13, 2023 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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-10
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 September 13, 2023



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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-09
APPOINTING AUDIT SERVICES-FYE 03/31/2024

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, 2024**; 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 **\$8,445.00**;

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 September 13, 2023



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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-08
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, 2023 ending September 30, 2024**; 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 September 13, 2023



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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-07
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, 2023 ending September 30, 2024**;

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 **\$14,400.00** payable in 12 equal payments of **\$1,200.00** 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 September 13, 2023 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			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2023-06
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, 2023 ending September 30, 2024**;

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 September 13, 2023 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			
Anant Patel	x			

2023 ADOPTED BUDGET RESOLUTION

Florence Township Housing Authority

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Florence Township Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 has been presented for adoption before the governing body of the Florence Township Housing Authority at its open public meeting of March 8, 2023; 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 presented for adoption reflects Total Revenues of \$600,830.00, Total Appropriations, including any Accumulated Deficit, if any, of \$553,101.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$135,000.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Florence Township Housing Authority at an open public meeting held on March 8, 2023 that the Annual Budget and Capital Budget/Program of the Florence Township Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 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)

3/8/2023
(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

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE

RESOLUTION 2023-4

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 12/31/2022 of which the amount is \$5,883.00 created by vacated (MOVED OUT) tenants which has been determined uncollectable.

Christina Efaw Unit #33 \$5,883.00

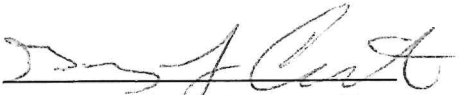
Total balance of removal \$5,883.00

WHEREAS, the amount of \$5,883.00 shall be written-off for the month ending 1/31/2023 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 11, 2023.



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			

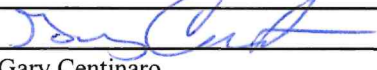
2023 ADOPTION CERTIFICATION

Florence Township Housing Authority

HOUSING AUTHORITY BUDGET

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

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Florence Township Housing Authority, pursuant to N.J.A.C 5:31- on March 08, 2023.

Officer's Signature:			
Name:	Gary Centinaro		
Title:	Executive Director		
Address:	620 West Third Street Florence, N.J. 08518		
Phone Number:	609-499-0575	Fax:	609-499-0888
E-mail address:	fhal@comcast.net		

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 2023-3

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
APPROVAL OF THE DEFINITION OF A SIGNIFICANT AMENDMENTS & SUBSTANTIAL
DEVIATION/MODICATION 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

BY: 
Ritchard Woolston, Chairman

Dated: January 11, 2023

ATTEST:


GARY J. CENTINARO, SECRETARY

**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
Resolution 2023-02
Annual Certification and Board Resolution**

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 4/1/2023 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:

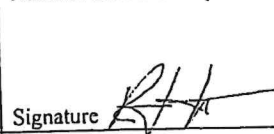


1/11/2023

Signature

Date

Name of Board Chairperson:



1/11/2023

Signature

Date

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 2023-01

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 11, 2023.

NOW, THEREFORE BE IT RESOLVED, by the Members of the Florence Housing Authority, at an open public meeting held on January 11, 2023 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 11, 2023
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 11, 2023
Date