
*Housing Authority of the
City of Vineland*

191 W. Chestnut Ave. – Vineland, NJ 08360



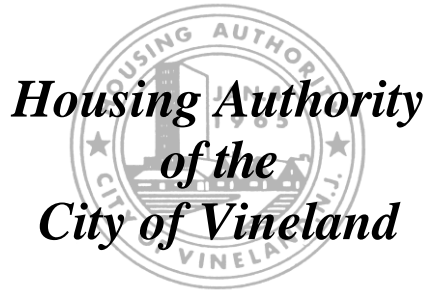
Board of Commissioners'

Meeting

December 19, 2024

6 p.m.

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



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

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Jacqueline S. Jones, Executive Director

December 12, 2024

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

Dear Commissioner:

The Regular Meeting for the Housing Authority of the City of Vineland will be held in person on Thursday, December 19, 2024 at **6:00 p.m.** at the Administrative Building, 191 W. Chestnut Avenue, Vineland, NJ 08360.

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

Sincerely,

Jacqueline S. Jones
Executive Director

JSJ:gp

Enclosures

REVISED

Housing Authority of the City of Vineland

AGENDA

Thursday, December 19, 2024

6:00 p.m.

1. Open Meeting
2. Roll Call
3. Reading of the "Sunshine Law Statement"
4. Approval of Minutes of the Regular Meeting conducted on August 15, 2024
Approval of Minutes of the Regular Meeting conducted on November 21, 2024
5. Fee Accountant's Report
6. Executive Director's Report
7. Committee Report – Election of Officers
8. Old Business
9. New Business – Auditors – Bowman & Company, Michael Thilker
10. Resolutions:
 - # 2024-44 Awarding Legal Services Contract – General Counsel (*tabled from last month*)
 - # 2024-45 Awarding Special Legal Services Contract – Labor Relations Counsel (*tabled from last month*)
 - # 2024-63 Monthly Expenses (*updated*)
 - # 2024-64 Approve 2024 Board Meeting Dates
 - # 2024-65 Appoint JIF Fund Commissioner
 - # 2024-66 Appoint Risk Management Consultant
 - # 2024-67 Designate Public Agency Compliance Officer (P.A.C.O.)
 - # 2024-68 Audit Review Certificate FYE 2023
 - # 2024-69 Approving Change Order #3 for the Fire Pump Replacement Project at Kidston & Olivio Towers
 - # 2024-70 Awarding Architectural & Engineering Services
 - # 2024-71 Approving One-Time compensation Bonus Payments to Certain Authority Employees Based on Increase Hours and Responsibilities in Connection with the Authority's Shared Services Agreements, Management Agreements and Housing Assistance Payment Agreements

Executive Session if required

11. Comments from the press and/or public (*limited to 2 minutes for each speaker*)
12. Comments from Board Members

The Board may act upon or discuss any other matters or resolutions deemed necessary to carry out Authority operations or required by law.

13. Adjournment

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, August 15, 2024
6:15 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairperson Ruiz-Mesa on Thursday, August 15, 2024, at 6:15 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

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

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

Chairperson Ruiz-Mesa read the Sunshine Law.

Chairperson Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on July 18, 2024. A motion was made by Commissioner Asselta and seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Chairperson Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the ten months ending July 31, 2024.

Executive Director's Report:

Chairperson Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported Ron Miller, Operations Director, will not be able to attend the meeting as he is in the building, but he is on a virtual court case regarding a resident placing improper trash at the curb of an Authority scattered site home.

Mrs. Jones informed the Board there is no status change in the Tarkiln roof project. Procurement procedures are being worked on before moving forward.

The Kidston and Olivio Towers refurbishment of the elevators is in motion as stated in the written report. Part of the project is completed and then they will switch over to another elevator car. One elevator remains in service at both buildings.

The last item with the Kidston and Olivio Towers interior plumbing project is the water filtration system. The Authority is looking for a specific engineering consultant to assist. There is an issue with the equipment that was procured.

The Kidston and Olivio fire pump replacement is substantially complete. There was a fueling station issue due to the delivery of the wrong piece of equipment. A replacement has been ordered. There was also a jockey pump that was replaced.

There is no new update on the Scattered Site disposition from Mrs. Jones report. There are five (5) agreements of sale waiting for settlement dates. This means that there are various documents that need to be completed. The declaration of trust needs to be released from HUD. Once the agreement is signed and it goes to HUD for sign off. It takes about 45 days to get the document back from HUD. There is one (1) house listed and one (1) house is vacant.

There are few payments on the bill list this evening for the ten (10) units being redeveloped at D'Orazio Terrace. A lot of work has been completed and there has been a lot of conversations with the architect. Mrs. Jones reminded the Board that this building will be the model building for the rest of the property. The Authority is also looking at curb appeal for this property. There may be some discussions at next month's meeting regarding working on the D'Orazio community room now rather than waiting for the tax credit process.

The waiting list is open for 0, 1-, 4-, 5- and 6-bedroom units. It will remain open until there are more applicants on the list. Mrs. Jones reviewed the current waiting list number. The Authority is at 98% occupancy.

Committee Report: None.

Old Business: None.

New Business: None.

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

Resolution #2024-39
Resolution to Approve Monthly Expenses

Chairperson Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$1,342,678.86. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The following vote was taken:

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


There is no need for an Executive Session.

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

With no further business to discuss, Chairperson Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by

Commissioner Acosta-Jimenez. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:27 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, November 21, 2024
6:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Vice Chairperson Chapman on Thursday, November 21, 2024, at 6:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

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

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

Vice Chairperson Chapman read the Sunshine Law.

Vice Chairperson Chapman entertained a motion to approve the minutes of the Regular Meeting held on August 15, 2024. Tabled for next month.

Vice Chairperson Chapman entertained a motion to approve the minutes of the Regular Meeting held on October 17, 2024. A motion was made by Commissioner Asselta and seconded by Commissioner Porter. The following vote was taken:

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

Vice Chairperson Chapman called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the one month ending October 31, 2024.

Executive Director's Report:

Vice Chairperson Chapman requested the Executive Administrative Report. Ron Miller reported for Mrs. Jones in her absence. Ron reported the Tarkiln Acres roof project is on hold. He will explain this further in the resolution section of the meeting.

Regarding the Kidston and Olivio Towers elevator refurbishment, both elevators at Kidston Towers are back in service and operational. It is currently in a punch list stage. Olivio Towers is ahead of schedule, and it expected that car #2 to be placed back in service in the middle of December pending State elevator inspection. The Authority's consultant was onsite on Tuesday and walked the building. They have begun to develop a preliminary punch list.

There are no new updates this month on the Kidston Towers Interior Plumbing Renovations. The Fire Pump project remains in the same status as last month. It is in the close out phase. One change order is expected on this project for clean-up and the punch list items that were not included in the original scope. Unfortunately, the Authority is still waiting on the fuel station which has 40-week lead time. This project will remain open for a while.

Regarding the Scattered Site Disposition, there is one closing scheduled of the four houses remaining to be sold. Closing is expected to happen in December of 2024 and two closings are expected in January 2025. There is one home that remains for sale with no offers to date. Commissioner Asselta asked how long the house has been on the market. Ron indicated 30 days, and the price was just lowered this week.

The predevelopment work and development work, which was part of the fire at D'Orazio Terrace is moving along full speed. The Authority is pressing the contractor to be wrapped up by the end of 2024. Realistically this probably will not happen. It will more than likely be wrapped up in mid-January. The contractor is currently installing heaters and finishing flooring. A lot of cabinetry and mill work is in the units. They will transition into the site work. The site work contractor has a plan to submit for the permits from the City for the concrete work. The site work contractor believes he will complete this work by the end of the year. We have tenants ready to go for all 10 units. The building and new layout looks fantastic.

Ron will provide a further update on the D'Orazio Terrace Community at the resolution section of the meeting.

As part of Mrs. Jones's monthly administrative report, updates will be provided on the Community Outreach events. About a year and a half ago, the lease enforcement position was turned into a Lease Enforcement/Community Outreach position because of the negative feedback this position generated while enforcing lease violations. The Authority wanted to do something positive and give back to the community. This involves developing relationships with community members, identifying local needs, raising awareness about important issues, encouraging participation and fostering collaboration with other organizations by actively engaging with the community. The goal is to engage with the community and all the members of the community the Authority serves inclusive of families and seniors. In October, an event was held at the Corbin Center with Vineland Fire Department participation. The Fire Department provided fire prevention information as well as providing activities for the children. There was a good turn-out. Residents from Asselta Acres, the Scattered Sites and Parkview Apartments were all invited. The residents were thankful for the event.

In addition, the Authority has been distributing turkeys and food to the residents for the past two days for the holidays. An enormous number of people came out to get food. This is being handled with in-house staff so it does not affect the Authority's budgets, if staff has some extra time in their day and are able to help, they are offered the opportunity to help and participate in these programs allowing them to give back to the community and interact one on one with the tenants. It has been successful. The Authority plans to continue this and is currently planning for the Christmas season with another food drive. The Board will receive monthly updates on Community Outreach events.

Commissioner Porter is glad to see that activities are resuming at the Corbin Center.

Committee Report: Vice Chairperson Chapman stated the reorganization committee is generally comprised of himself, Commissioner Asselta and Chairman Ruiz-Mesa. He appointed them again and at the next meeting they will make a recommendation for the position Chairman and Vice Chairman. It is open to the entire board to make recommendations as well. The Secretary/Treasurer position is held by the Executive Director by default.

Old Business: None.

New Business: None.

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

Resolution #2024-44
Awarding Legal Services Contract – General Counsel

Tabled for next month.

Resolution #2024-45
Awarding Legal Services Contract – Labor Relations Counsel

Tabled for next month.

Resolution #2024-57
Resolution to Approve Monthly Expenses

Vice Chairperson Chapman stated the bills have been reviewed and are recommended for payment in the sum of \$1,738,900.31. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta Jimenez. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes) – abstain on Brown & Connery invoices.
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Absent)

Resolution #2024-58
Accounts Receivable Decead as Uncollectible

Vice Chairperson Chapman called for a motion to approve Resolution #2024-58. Wendy Hughes briefly explained the resolution. A motion was made by Commissioner Asselta; seconded by Commissioner Porter. The following vote was taken:

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

Resolution #2024-59
**Authorizing to Enter into the Bergen County New Jersey
Cooperative Purchasing Alliance Cooperative Pricing Agreement**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-59. Ron Miller provided an explanation of this resolution. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2024-60
Awarding Information Technology Services Contract

Vice Chairperson Chapman called for a motion to approve Resolution #2024-60. Ron Miller briefly explained the awarding of the IT Services Contract. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2024-61
Authorizing Entering into a Contract Agreement with Pellegrino Auto Group

Vice Chairperson Chapman called for a motion to approve Resolution #2024-61. Ron Miller explained this for the purchase and replacement of a maintenance vehicle. The vehicle being replaced is scheduled to be transferred to Ocean City pending further approval and board action. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2024-62
Rescinding Resolution # 2024-43

Vice Chairperson Chapman called for a motion to approve Resolution #2024-62. Ron Miller explained an Architectural and Engineering Contract awarded to Clarke Caton Hintz with Resolution #2024-43. The contract was never actually executed. Prior to the contract being executed or of not being executed the Authority engaged with Clarke Caton Hintz and their principles; unfortunately, the Authority was unable to come to terms as to price on our projects, specifically those projects being the Tarkiln Acres roof replacements and the D'Orazio Terrace Community room. There was a brief discussion regarding their pricing. The Authority couldn't come to an agreement with the principles and recommends withdraw of the award. This also allows the Authority's purchasing agent to go back out to RFP publicly for a new A&E firm. This will delay those two projects previously mentioned. This was reviewed with counsel. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

There is no need for an Executive Session.

Vice Chairperson Chapman asked for comments from the press, public or any Board Member. No Comments.

With no further business to discuss, Vice Chairperson Chapman entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:18 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer



Ronald Miller
Director of Affordable Housing

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE TWO MONTHS ENDED NOVEMBER 30, 2024

12/19/2024 12:40 PM

	<u>ANNUAL BUDGET</u>	<u>BUDGET THRU NOVEMBER</u>	<u>ACTUAL THRU NOVEMBER</u>	<u>FROM BUDGET (+OVER/-UNDER)</u>
<u>INCOME</u>				
TENANT RENT	678,010	113,002	116,157	3,155
OTHER INCOME MISC.	11,090	1,848	306	(1,542)
PHA OPERATING SUBSIDY	398,660	66,443	59,639	(6,804)
SECTION 8 ADMIN. FEE INCOME	1,320,000	220,000	183,642	(36,358)
CAPITAL FUNDS	655,000	109,167	62,000	(47,167)
FSS GRANT-PH	106,920	17,820	17,820	0
CSP-CONGREGATE SERVICES INCOME	50,820	8,470	6,939	(1,531)
INVESTMENT INCOME	17,830	2,972	5,971	2,999
CF MANAGEMENT FEE	60,000	10,000	10,000	0
MGMT FEE-PH	130,260	21,710	21,202	(508)
MGMT FEE-SEC 8	146,450	24,408	24,576	168
MGMT FEE-MELROSE	12,090	2,015	2,016	1
MGMT FEE-RAD	450,000	75,000	75,000	0
BOOKKEEPING FEE	12,130	2,022	1,928	(94)
BOOKKEEPING FEE-SEC 8	91,530	15,255	15,359	104
ASSET MGMT FEE	16,680	2,780	2,860	80
SHOP RENT	61,420	10,237	10,238	1
INCOME FROM OTHER AUTHORITIES	481,500	80,250	101,993	21,743
SERVICE INCOME FROM MELROSE	69,390	11,565	9,436	(2,129)
FRAUD RECOVERY	15,000	2,500	14,458	11,958
MISCELLANEOUS INCOME	1,200	200	119	(81)
TOTAL INCOME	4,785,980	797,663	741,659	(56,004)
<u>EXPENSES</u>				
ADMINISTRATION:				
ADMINISTRATIVE SALARIES	1,386,650	231,108	265,313	34,205
PAYROLL TAXES	124,800	20,800	19,419	(1,381)
HEALTH BENEFITS	520,780	86,797	57,658	(29,139)
CRIMINAL BACKGROUND CHECKS	6,500	1,083	1,916	833
TNT/EMPL SCREENING	22,490	3,748	4,344	596
LEGAL-GENERAL	24,510	4,085	2,040	(2,045)
LEGAL-OTHER	4,500	750	0	(750)
STAFF TRAINING	7,000	1,167	944	(223)
TRAVEL	3,000	500	0	(500)
ACCOUNTING	87,550	14,592	14,592	0
AUDITING	47,780	7,963	7,963	(0)
PORT OUT ADMIN FEES	2,400	400	747	347
MANAGEMENT FEES	273,150	45,525	45,118	(407)
BOOKKEEPING FEES	103,010	17,168	17,947	779
ASSET MGMT FEES	16,680	2,780	2,860	80

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE TWO MONTHS ENDED NOVEMBER 30, 2024

12/19/2024 12:40 PM

	ANNUAL BUDGET	BUDGET THRU NOVEMBER	ACTUAL THRU NOVEMBER	FROM BUDGET (+OVER/-UNDER)
CF MANAGEMENT FEES	60,000	10,000	0	(10,000)
CONSULTANTS	7,100	1,183	0	(1,183)
IT CONSULTANTS	33,680	5,613	6,883	1,270
CONSULTANTS-RAD	6,000	1,000	0	(1,000)
MEMBERSHIP DUES/FEES	4,900	817	478	(339)
PUBLICATIONS	1,300	217	0	(217)
ADVERTISING	4,800	800	358	(442)
OFFICE SUPPLIES	17,800	2,967	1,202	(1,765)
PAPER	4,000	667	566	(101)
COMPUTER & SOFTWARE EXPENSES	158,290	26,382	35,848	9,466
FUEL-ADMIN	2,200	367	0	(367)
TELEPHONE AND CELL	39,500	6,583	5,192	(1,391)
POSTAGE	24,500	4,083	1,420	(2,663)
COPIER SUPPLIES	8,400	1,400	1,061	(339)
INTERNET	7,000	1,167	746	(421)
GPS VEHICLE TRACKING	1,400	233	119	(114)
INSPECTION FEES	10,730	1,788	1,783	(5)
COFFEE SUPPLIES	1,500	250	181	(69)
MISCELLANEOUS EXPENSES	18,700	3,117	3,321	204
TOTAL ADMINISTRATION EXPENSES	<u>3,042,600</u>	<u>507,100</u>	<u>500,019</u>	<u>(7,081)</u>
TENANT SERVICES:				
SALARIES-CONGREGATE SERVICES	26,080	4,347	8,352	4,005
PAYROLL TAXES	2,350	392	610	218
TENANT CONTRACT SERVICES	9,500	1,583	2,727	1,144
OTHER	6,000	1,000	1,104	104
TOTAL TENANT SERVICES	<u>43,930</u>	<u>7,322</u>	<u>12,793</u>	<u>5,471</u>
UTILITIES:				
WATER	29,590	4,932	4,392	(540)
ELECTRIC	155,610	25,935	16,788	(9,147)
GAS	24,000	4,000	2,349	(1,651)
GARBAGAE/TRASH REMOVAL	10,900	1,817	2,017	200
SEWER	55,350	9,225	9,225	0
TOTAL UTILITIES EXPENSE	<u>275,450</u>	<u>45,907</u>	<u>34,771</u>	<u>(11,136)</u>
ORDINARY MAINTENANCE AND OPERATIONS:				
MAINTENANCE LABOR	386,610	64,435	37,808	(26,627)
PAYROLL TAXES	34,790	5,798	2,760	(3,038)

HOUSING AUTHORITY OF THE CITY OF VINELAND
FINANCIAL REPORT FOR THE TWO MONTHS ENDED NOVEMBER 30, 2024

12/19/2024 12:40 PM

	ANNUAL BUDGET	BUDGET THRU NOVEMBER	ACTUAL THRU NOVEMBER	FROM BUDGET (+OVER/-UNDER)
HEALTH BENEFITS	111,670	18,612	11,146	(7,466)
MAINTENANCE UNIFORMS	2,270	378	1,033	655
VEHICLE GAS, OIL, GREASE	19,740	3,290	3,687	397
MATERIALS	94,190	15,698	13,440	(2,258)
CONTRACT-COSTS	105,910	17,652	13,772	(3,880)
REPAIRS-VEHICLES	7,610	1,268	93	(1,175)
RENT EXPENSE	15,190	2,532	2,460	(72)
EXTERMINATION	6,460	1,077	1,090	13
TRASH REMOVAL	8,890	1,482	1,528	46
TOTAL ORDINARY MAINT. & OPERATIONS 1	<u>793,330</u>	<u>132,222</u>	<u>88,817</u>	<u>(43,405)</u>
GENERAL EXPENSES:				
BAD DEBTS	5,980	997	997	0
COMPENSATED ABSENCES	14,000	2,333	2,333	(0)
FSS ESCROWS-SEC 8	72,000	12,000	6,253	(5,747)
INSURANCE	199,000	33,167	30,472	(2,695)
PAYMENTS IN LIEU OF TAXES	44,940	7,490	8,467	977
PENSION - ANNUAL PAYMENT	167,750	27,958	27,958	(0)
REPLACEMENT RESERVES	95,000	15,833	15,834	1
RETIREE HEALTH BENEFITS	97,260	16,210	11,566	(4,644)
TOTAL GENERAL EXPENSES	<u>695,930</u>	<u>115,988</u>	<u>103,880</u>	<u>(12,108)</u>
TOTAL OPERATING EXPENSES	<u>4,851,240</u>	<u>808,539</u>	<u>740,280</u>	<u>(68,259)</u>
PROFIT (LOSS) EXCLUDING HAP	<u>(65,260)</u>	<u>(10,876)</u>	<u>1,379</u>	<u>12,255</u>
HAP REVENUES	8,241,000	1,373,500	1,596,922	223,422
HAP EXPENSES	8,169,000	1,361,500	1,630,793	269,293
NET HAP (LOSS)	<u>72,000</u>	<u>12,000</u>	<u>(33,871) *</u>	<u>(45,871)</u>
GRAND TOTAL PROFIT (LOSS)	<u>6,740</u>	<u>1,124</u>	<u>(32,492)</u>	<u>(33,616)</u>
UNRECONCILED HUD HELD RESERVES AT 11/30/24			<u>104,883</u>	
GRAND TOTAL PROFIT (LOSS) AFTER HUD HELD RESERVES			<u>72,391</u>	

Housing Authority of the City of Vineland

Administrative Report

DATE: December 12, 2024

TO: Board of Commissioners, Vineland Housing Authority

FROM: Jacqueline S. Jones, Executive Director

SUBJECT: Monthly Report (Stats for November 2024)

PERIOD: November 15, 2024 to December 11, 2024

Rental Assistance Demonstration (RAD) Conversions - Status

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

Development	CHAP Award Date	RAD Closing Date	RAD Effective Date
Kidston/Olivio	02/13/2018	11/06/2020	12/01/2020
Tarkiln/Asselta	03/25/2015	11/16/2018	12/01/2018
Parkview	03/25/2015	11/16/2018	12/01/2018
Scattered Sites	7/24/2024	TBD	TBD
D’Orazio	12/07/2018 (Rescinded)	TBD	TBD

Community Room Furniture

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

Renovation Projects

Scope of Work	Work Status	Comments
Tarkiln Acres – Roof Replacements	In Planning Stage	<i>10/2024 - A kick-off meeting was held with Clarke Caton Hintz to discuss the project and begin the bidding process.</i>
<p style="text-align: center;">KT/OT – Elevator Refurbishment;</p> <p>07/2023 – Olivio Towers elevators are planned for a complete modernization including controllers, machine replacement, and cab interiors. Kidston Towers elevators are planned for machine replacement. The contract has been awarded and a pre-construction meeting has been scheduled with the Contractor and Professional Team.</p> <p>8/2023 – The elevator contract has been awarded. A pre-construction meeting has been scheduled with the Contractor and Professional Team.</p> <p>9/2023 - Olivio Towers is planned for a complete modernization including controllers, machine replacement, and cab interiors. Kidston Towers is planned for machine replacement. Contract has been awarded and signed, a pre-construction meeting was held with the Contractor and Professional Team. The contractor assumed regular maintenance of the elevators at both buildings as of August 1, 2023, the remainder of the project is currently in the submittals phase. Currently, Olivio Towers elevator car #2 is out-of-service waiting on motor repairs to be completed.</p> <p>10/2023 - The contractor assumed regular maintenance of the elevators at both buildings as of August 1, 2023, the remainder of the project is currently in the submittals phase. Olivio Towers elevator car #2 has been repaired and is in service. The project remains in the submittals stage.</p> <p>11/2023 - The project continues in the submittals stage. One potential change order has been received and is under review by our professional team for reasonableness.</p> <p>12/2023 - The project team is meeting to discuss the potential change order and overall project status on December 11, 2023, further updates may be available for discussion at the Board Meeting.</p> <p>1/2024 – A change order is needed to replace the rear door to one elevator in Kidston Towers along with the sill plate; The equipment for the elevator modernization has not been received.</p>	<p style="text-align: center;">Bid opening on 5/17/22</p> <hr/> <p>2/2024 – Equipment for the modernization is pending delivery from the manufacturer.</p> <p>04/2024 – Equipment has been received but not yet delivered to the property. The subcontractor (OTIS) plans to begin with Olivio Towers – Car #2 within the next 2-3 weeks. The car is expected to be out-of-service for a period of 10-12 weeks. Once completed, work will begin on Car #1. Work at Kidston Towers has not yet been scheduled.</p> <p>05/2024 – The subcontractor (OTIS) continues to simultaneously work on the modernization of both Kidston & Olivio Towers – Car #2. One elevator car remains in service and operational at both buildings.</p> <p>6/2021 – No Update; 9/2021 – A&E proposals received and under review; 12/2023- Project is in the planning stages with the architects; 1/2024 – Architect is preparing a proposal for this project; The plan is to move forward in 2024; 2/2024 – A project kickoff meeting was held with the architects; Bid documents are in process; 9/2024 – No change in project status; 06/2024 – Modernization work on elevators in both Kidston & Olivio continues; One elevator remains in service at both buildings;</p> <p>7/2024 - – The subcontractor (OTIS) continues to simultaneously work on the modernization of both Kidston & Olivio Towers. Kidston Towers – Car #2 has been completed and returned to service, once the newly completed car has run successfully for a couple weeks Car #1 will be taken out of service for modernization. Olivio Towers – Car #2 is planned to be completed the last week in July 2024. One elevator car remains in service and operational at both buildings. A further explanation at the Board meeting regarding Kidston Towers.</p>	<p>8/2024-Kidston Towers –Car #1 will be taken out of service for modernization starting mid-August. Olivio Towers – Car #2 is scheduled for completion and inspection at the end of August, once completed work will begin on elevator Car #1. One elevator car remains in service and operational at both buildings.</p> <p>09/2024 – The subcontractor (OTIS) continues to simultaneously work on the modernization of both Kidston & Olivio Towers. Kidston Towers –Car #1 will be taken out of service for modernization once Car #2 is operational. Olivio Towers – Car #2 is delayed – the contractor is working to obtain fire alarm devices that are required for proper operation of the car. One elevator car remains in service and operational at both buildings.</p> <p>10/2024 - – The subcontractor (OTIS) continues to simultaneously work on the modernization of both Kidston & Olivio Towers. Kidston Towers –Car #1 is out of service for modernization. Olivio Towers – Car #1 is out of service for modernization. One elevator car remains in service and operational at both buildings. A change order will be presented to request an extension in time to complete the project.</p> <p>11/2024 – The subcontractor (OTIS) continues to simultaneously work on the modernization of both Kidston & Olivio Towers. Kidston Towers –Car #1 was placed back in-service. Olivio Towers – Car #1 is out of service for modernization. One elevator car remains in service and operational at Olivio Towers. Both elevator cars are operational at Kidston Towers.</p> <p><i>12/2024 – The subcontractor (OTIS) continues to simultaneously work on the modernization of both Kidston & Olivio Towers. Kidston Towers –Car #1 was placed back in-service. Olivio Towers – Car #1 is out of service for modernization. One elevator car remains in service and operational at Olivio Towers. Both elevator cars are operational at Kidston Towers.</i></p>

Kidston & Olivio Towers – Renovation Projects - Active

Scope of Work	Work Status	Comments
<p>KT – Interior Plumbing Renovations (Replacement of plumbing stacks; domestic water filtration system; new fire-rated access panels; complete unit bathroom replacements; accessibility upgrades communal area restrooms; domestic water filtration system; domestic water pump; Accessibility upgrades to communal area restrooms;</p>	<p>July-August 2021 Award Anticipated</p>	<p>01/2022 Update: Preliminary work has begun on plumbing work; “Hotel” units are being refurbished and staged with furniture;</p> <p>2/2022 Update: Some unknown issues have been uncovered as preliminary work has begun; Change orders are being reviewed prior to presenting to the Board for approval;</p> <p>3/2022 Update: Change Order #4 is included on the Agenda for Code Official requested straps & supports for wiring in first floor drop ceiling; eliminate an unneeded wiring; black off any junction boxes without covers; G & H risers are almost complete; these will become the “hotel units” for temporary relocation; work on the next two risers is expected to begin in early April;</p> <p>4/2022 Update: Change Order #4 is included on the Agenda for Code Official requested straps; G & H risers are complete, and work continues on E & F risers; Residents are temporarily relocating to G & H;</p> <p>5/2022 Update: Work on E & F risers is in process; it is expected the work will be completed in four weeks & residents can return to their units;</p> <p>3/2023 Update: This plumbing project is complete with the exception of the items listed above on Page 4;</p> <p>4/2023 Update:</p> <ul style="list-style-type: none"> - New domestic water pump replacement – Complete; - Kidston mechanical room piping replacement – Complete; - Water filtration system - Olivio is complete; Kidston – parts are backordered; <p>5/2023 Update: Water filtration system - Kidston – parts are backordered; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning.</p> <p>Kidston/Olivio fire pump replacement is out for public bid; bids due June 1, 2023;</p> <p>6/2023 Update: No status change;</p> <p>7/2023 Update: No status change;</p> <p>8/2023 Update: Water filtration system - Kidston – parts are backordered; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning.</p> <p>Kidston/Olivio fire pump replacement initial bid was rejected; Project is out for public bid again;</p>

Kidston & Olivio Towers – Renovation Projects – Active

Scope of Work	Work Status	Comments
<p style="text-align: center;">KT – Interior Plumbing Renovations (Replacement of plumbing stacks; domestic water filtration system; new fire-rated access panels; complete unit bathroom replacements; accessibility upgrades communal area restrooms; domestic water filtration system; domestic water pump; Accessibility upgrades to communal area restrooms;</p> <hr/> <p>9/2023 Update: - Water filtration system - Kidston – parts are backordered; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning. Final punch list work is in process and expected to be completed by the end of September. The team is evaluating the installation of the water treatment systems for both buildings and will be making the necessary changes, Kidston Towers water treatment system has not yet been installed.</p> <p>10/2023 Update: - No update;</p> <p>11/2023 Update: - Water filtration system – systems in both buildings are now installed; Currently in final punch-list stage; Substantial Completion issued; Close-out process beginning. Final punch list work is in process and expected to be completed by the end of October. The team is evaluating the installation of the water treatment systems to ensure it is functioning properly.</p> <p>12/2023 Update – Close-out process in motion; The water treatment system installation has been delayed; the system must be configured by the manufacturer, but the system was shipped without being configured; the system is being sent back to the manufacturer for configuration;</p>		<p>02/2024 Update – Additional water testing has been ordered to compare the results of the test conducted in 2020 to conditions today; no further update is available. The Close-out process is currently in process, no further work is anticipated on this project.</p> <p>04/2024 – Update: - Water filtration system – additional water testing has been received and reviewed; a flow test is being ordered to determine the best course of action; no further update is available. The Close-out process is currently in process, no further work is anticipated on this project.</p> <p>05/2024 - Team met with a new vendor for the water filtration system; no further update is available until the vendor completes an on-site visit.</p> <p>06/2024 – New vendor for water filtration system on schedule for an on-site visit;</p> <p>7/2024 - Team met with a new vendor for the water filtration system; no further update is available until the vendor completes an on-site visit. <u>No update.</u></p> <p>9/2024 - Team met with a new vendor for the water filtration system; no further update is available until the vendor completes an on-site visit.</p> <p><i>12/2024 – No update on this project.</i></p>

Kidston/Olivio Towers – Fire Pump Replacement

9/2023 - Fire Pump Replacement

Project was bid on two occasions –

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

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

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

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

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

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

01/2024 - Final contract Underground utility infrastructure work is underway at the site. The construction team has been making regular site visits to inspect the work. The fire pump has been ordered but has not yet been shipped by the manufacturer.

03/2024 - Underground utility infrastructure work has been substantially completed. The tie-in at Kidston remains to be completed. The construction team has been making regular site visits to inspect the work. The fire pump has been shipped by the manufacturer, but not yet delivered to the site. Electrical, mechanical, and concrete work are being completed within the space to prepare for the pump delivery.

04/2024 - The fire pump has been installed in the building, the general contractor is working on piping and electrical work within the building.

05/2024 - Underground utility infrastructure work has been substantially completed. The tie-in at Kidston remains to be completed. The construction team has been making regular site visits to inspect the work. The fire pump has been installed in the building and the general contractor is working on piping and electrical work within the building. The fueling station for the pump has not yet been delivered to the property. Once received, the contractor will schedule an initial startup of the equipment and begin testing. Olivio is planned to be brought online first. Once the new system is activated in Olivio the construction team will focus their efforts on bringing Kidston up on the new system. Both buildings remain fully protected throughout the process.

06/2024 – The wrong fueling station for the pump was delivered to the property; a replacement has been ordered; The new diesel fired pump is now in service; The Vineland Fire Department, Water Department, Code Officials have been kept informed throughout the process. Electrical work related to the old fire pumps needs to be completed. Both buildings are fully protected throughout the project.

7/2024 - The new diesel fire pump is now in service. A change order is required to replace the jockey pump at Olivio Towers. Both buildings remain fully protected throughout the process. The project is currently substantially completed and in the closeout phase.

8/2024 - The wrong fueling station for the pump was delivered to the property, a replacement has been ordered. The new diesel fire pump is in service. The replacement jockey pump at Olivio Towers has been installed. Both buildings remain fully protected throughout the process. The project is currently substantially completed and in the closeout phase.

09/2024 – Pump testing and training was completed with the assistance of the Vineland Fire Department. The project is currently substantially completed and in the closeout phase.

10/2024 - The project is currently substantially completed and in the closeout phase. The fueling station for the pump remains incomplete, waiting for parts to finish the project.

11/2024 – The project is currently substantially completed and in the closeout phase. The fueling station for the pump remains incomplete, waiting for parts to finish the project. A change order will be presented, a further explanation will be provided at the Board Meeting.

12/2024 – The project is currently substantially completed and in the closeout phase. The fueling station for the pump remains incomplete, waiting for parts to finish the project. A change order will be presented, a further explanation will be provided at the Board Meeting.

Scattered Site Disposition – Status

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

SCATTERED SITE HOMES – STATUS SUMMARY

Date	Addresses	Status	Total Homes
			39 Keeping
<i>2022 Activity</i>	<i>4209 Marilyn Avenue</i>	<i>SOLD – 5/4/22</i>	
	<i>1441 Nylund Drive</i>	<i>SOLD – 05/10/22</i>	
	<i>612 Oxford Street</i>	<i>SOLD – 5/16/22</i>	
	<i>1137 East Elmer Rd</i>	<i>SOLD – 6/28/22</i>	
	<i>864 Columbia Avenue</i>	<i>SOLD – 9/30/22</i>	
	<i>1409 Brown Road</i>	<i>SOLD – 9/8/22</i>	
	<i>1745 Jackson Drive</i>	<i>SOLD – 11/10/22</i>	
	<i>4331 Robert Drive</i>	<i>SOLD – 2/12/22</i>	<i>8 Sold in 2022</i>
<i>2023 Activity</i>	<i>760 N. Mill Rd</i>	<i>SOLD – 12/1/23</i>	
	<i>1091 N. Mill Rd</i>	<i>SOLD – 10/31/23</i>	
	<i>1290 Old Lake Rd</i>	<i>SOLD – 12/29/23</i>	
	<i>930 Charles St</i>	<i>SOLD – 1/11/2024</i>	
	<i>30 Avon Place</i>	<i>SOLD – 1/31/2024</i>	
	<i>5578 High Ridge Rd</i>	<i>SOLD – 1/31/2024</i>	
	<i>1479 Brown Rd</i>	<i>SOLD – 2/21/2024</i>	
	<i>2174 Sunset Ave</i>	<i>SOLD – 4/04/2024</i>	
	<i>5599 Lodge Place</i>	<i>SOLD – 7/01/2024</i>	<i>9 Sold in 2023</i>
<i>2024 Activity</i>	<i>3188 Hance Bridge Rd</i>	<i>SOLD 4/22/2024</i>	
	<i>5633 High Ridge Rd</i>	<i>SOLD – 5/2024</i>	
	<i>721 S. Valley Ave</i>	<i>SOLD – 5/30/2024</i>	
	<i>2961 Athens Way</i>	<i>SOLD – 6/19/2024</i>	
	<i>4630 Bernard Rd</i>	<i>SOLD – 7/02/2024</i>	
	<i>1659 Venus Drive</i>	<i>SOLD – 6/20/2024</i>	
	<i>4509 Noel Drive</i>	<i>SOLD – 5/28/2024</i>	
	<i>38 Victory Lane</i>	<i>SOLD 7/17/24</i>	
	<i>4511 Robin Road</i>	<i>SOLD 8/30/24</i>	
	<i>1460 Neptune Terr</i>	<i>SOLD 9/20/24</i>	
	<i>2935 Athens Way</i>	<i>SOLD 9/16/24</i>	
	<i>1306 Brown Rd</i>	<i>November 2023 SOLD – 9/30/24</i>	<i>12 Sold in 2024</i>
	<i>1017 Alexander Dr</i>	<i>Agreement of Sale – 10/4/24</i>	
	<i>5691 High Ridge Rd</i>	<i>Settlement Scheduled for 12/14/24</i>	
	<i>4486 Robin Road</i>	<i>Agreement of Sale – 10/10/24</i>	<i>3 Agreements</i>
	<i>2149 Berkley Dr</i>	<i>Listed for Sale – Vineland Realty – 10/3/24</i>	<i>1 Listed</i>
		<i>33 Houses being sold;</i>	<i>End of List</i>

D’Orazio Terrace – Redevelopment

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

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

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

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

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

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

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

February 2024 Update: Additional scope of work is required to rehab building #1; Additional investigation into perc rates and water tables are in process to determine best solutions; A verbal update will be given at the board meeting;

March 2024 - Work continues within the Architects office to develop a comprehensive set of construction plans to make improvements to the building. Floor plans have been approved and interior framing, plumbing/electrical rough ins are underway. Repairs to the roof are expected to begin within the next few weeks, weather dependent. A limited Survey and Geotech study are being completed to better determine the correct course of action to prevent future water infiltration into the crawl spaces of the building. A further explanation of this project will be provided at the Board meeting.

April 2024 – Project status to be reviewed at board meeting;

May 2024 - Work continues within the Architects office to develop a comprehensive set of construction plans to make improvements to the building. Floor plans have been approved and interior framing, plumbing\electrical rough ins are underway. Repairs to the roof are underway. A limited Survey and Geotech

D’Orazio Terrace – Redevelopment - continued

study is being completed to better determine the correct course of action to prevent future water infiltration into the crawl spaces of the building. A further explanation of this project will be provided at the Board meeting.

June 2024 - Work continues within the Architects office to develop a comprehensive set of construction plans to make improvements to the building. Floor plans have been approved and interior framing, plumbing\electrical rough ins are underway. The survey for the project is being finalized along with the Geotech report. Change orders will be presented to discuss at the Board meeting.

July 2024 - Construction is fully engaged at the building, drywall, paint, and casework are all simultaneously underway throughout the building. Final plans are currently under review for drainage around the building and in the courtyard. A more detailed update will be provided at the Board meeting.

August 2024 - Construction is fully engaged at the building, drywall, paint, and casework are all simultaneously underway throughout the building. Final plans are currently under review for drainage around the building and in the courtyard. A more detailed update will be provided at the Board meeting.

September 2024 – Construction is fully engaged at the building - electrical, plumbing, drywall, paint, flooring, and casework are all simultaneously underway throughout the building. Several units now have flooring installed; work continues to move forward. A more detailed update will be provided at the Board meeting.

October 2024 - Construction is fully engaged at the building - electrical, plumbing, drywall, paint, flooring, and casework are all simultaneously underway throughout the building. Several units now have flooring installed; work continues to move forward. A more detailed update will be provided at the Board meeting.

November 2024 – Construction is fully engaged at the building - electrical, plumbing, drywall, paint, flooring, and casework are all simultaneously underway throughout the building. Several units now have flooring installed; work continues to move forward. Site work is scheduled to begin. A more detailed update will be provided at the Board meeting.

December 2024 – Construction is fully engaged at the building - electrical, plumbing, drywall, paint, flooring, and casework are all simultaneously underway throughout the building. Several units now have flooring installed; work continues to move forward. Site work is scheduled to begin.

D’Orazio Terrace – Community Room

Project update to be provided at the board meeting.

Melrose Court

The property is 100% occupied. The property is financially sound.

Community Outreach

Between November 20, 2024, and November 22, 2024, our staff held an immensely successful Turkey & Chicken Giveaway for the Holidays. Distribution was conducted across the family scattered sites, including Asselta Acres, Parkview and also included Olivio Towers, D'Orazio, and Tarkiln Acres.

The tenants expressed gratitude and happiness for this initiative, they were very excited and not expecting it. Planning for the upcoming December holiday is ongoing, our community outreach staff are working in the community and engaging the tenants on a daily basis.

Board of Commissioners NJ Local Housing Authority Training Program Status

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

Program Statistics Report

10/2024 - 10/2025

Nov2024

Oct2024

Tenant Accounts Receivable		
Number of "non-payment of rent" cases referred to the solicitor	0	2
Unit Inspections		
Total number of units to be inspected in fiscal year	600	600
Number of inspections actually completed this month - all sites	29	10
Total number of units inspected year-to-date - all sites	169	120
City Inspections	20	110
Occupancy		
Monthly Unit Turnaround Time (Avg) (Down, Prep & Leasup Time)	11	45
Annual Unit Turnaround Time (For Fiscal Year)	28	45
Monthly - Number of Vacancies (at start of month)	2	7
Monthly - Number of Vacancies Filled (this month)	3	9
Monthly - Average unit turnaround time in days for Lease Up	5	6
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	4	21
Monthly - Annual Average Number of Vacancies (at start of month)	5	7
PIC Score	100.00	100.00
Occupancy Rate	99.30%	99.12%
Public Housing & RAD Waiting List Applicants 0,1,4,5,6 bedroom lists open.		
Families - With Local Preference	112	112
Families - Without Local Preference	354	347
Elderly (Seniors - 62+)/Disabled - With Local preference	143	139
Elderly (Seniors - 62+)/Disabled - Without Local preference	284	270
0/1 Bedroom	427	409
2 Bedroom	154	154
3 Bedroom	89	91
4 Bedroom	162	156
5 Bedroom	53	50
6 Bedroom	8	8
Success Rate	25%	25%
Average work order turnaround time in days - Tenant Generated	0.15	0.11
Number of routine work orders written this month	443	574
Number of outstanding work orders from previous month	1,261	1,206
Total number of work orders to be addressed this month	1,704	1,780
Total number of work orders completed this month	396	519
Total number of work orders left outstanding	1,308	1,261
Number of emergency work orders written this month	2	1
Total number of work orders written year-to-date	1,017	574
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	4	1
Section 8		
Level of leased units of previous month was:	1023	1023
Level of leased units this month is:	1025	1023
Number of increased leased-units over last month	2	0
Total number of units inspected this month	22	26
Programs (Voucher):		
ABA Utilization %	99.23%	100.11%
Repayment Agreements	46	46
Total repayments due YTD	\$152,652	\$154,123
Total repayments received YTD	\$3,830	\$2,359
PIC Score (Oakview added 10/13)	100.29%	100.88%
Section 8 Housing Choice Voucher Waiting List Applicants - With Local Preference - CLOSED	631	630
Section 8 Housing Choice Voucher Waiting List Applicants - Without Local Preference - CLOSED	1214	1215
Section 8 Project Based Waiting List Applicants- Oakview - OPEN (2-4br lists open)	704	704
Section 8 Project Based Waiting List Applicants- With Local Preference - Buena HA - OPEN	0	0
Section 8 Project Based Waiting List Applicants- Without Local Preference - Buena HA - OPEN	28	31
Section 8 - Percentage Housed Based on Income Limit - ELI vs VLI/LI	75%/25%	80%/20%

Program Statistics Report

10/2024 - 10/2025

Nov2024

Oct2024

Section 8 - Choice Mobiltiy List	111	111
Department of Social Services - FSS		
Family Self-Sufficiency - Public Housing and Section 8 Voucher Combined		
The number of residents that received "outreach" information about FSS	15	10
The number of residents signed on to the program. (FSS Contracts).	27	28
The number of FSS Participants with established escrow accounts.	15	14
Number of residents in need of employment skills (GED, DL, Job Training.)	4	4
The number of meetings, workshops and case management services	15	6
Congregate Services		
Number of clients on the Congregate Progam	39	38
Number of clients on Meal Program	0	0
Number of clients on Housekeeping Program	15	14
Number of clients on Laundry Services	19	20
Number of clients on Shopping Services	5	4
Registered Nurse		
Number of clients served this month	26	106
Blood Pressure Clinics (clinics) # of residents attending	1	1
Health Assessments/re-assessments	5	8
Meds Supervision	30	22
VHA - (FAMILY SW)		
Number of Residents on ROSS (Family)	0	0
Number of residents that received case management services	15	13
Number of Meetings	15	6
Number of residents enrolled in academic/employment workshops (FSS)	4	4
VHA - (MEDICAL)		
Number of residents received health assessment	5	8
Number of residents health activities of daily living assessments.	26	7
Resident's medicine monitoring/supervision for month	30	22
Self-sufficiency - improved living conditions.	7	7
Community Development Block Grant Program		
Clients Served		
Number of new clients served	0	1
Number of ongoing clients	64	63
Total clients currently being served this month	60	64
Income		
Median Family Income (MFI)		
Moderate 80%-51% (MFI)	15	15
Low 50%-31% (MFI)	18	18
Very Low 30%-0% (MFI)	31	31
Total	64	64
Client Demographics		
White	9	9
Black	7	7
American Indian	0	0
Asian	0	0
Other	0	0
Hispanic	48	48
Non-Hispanic	16	16

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

RESOLUTION #2024-63

A Resolution Approving Regular Monthly Expenses

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

WHEREAS, prior to the Board meeting, a member of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment of the expenses on the Check List in the amount of \$1,572,939.55.

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: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Asse Ha*

Resolution seconded by Commissioner *Porter*

VOTE:

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

VINELAND HOUSING AUTHORITY

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

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

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

HOUSING AUTHORITY OF THE CITY OF VINELAND
 BOARD MEETING
 LIST OF CHECKS
 12/19/24

<u>CHECK NO.</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
	SECTION 8 HAP PROGRAM	\$ 827,070.00
4670 - 4719; 20243280043 & 20243460580	LANDLORD/TENANT CHECKS AND OTHER	
		\$30,265.00
23064 - 23266	DIRECT DEPOSITS-LANDLORDS HAPS	\$796,805.00
	SECTION 8 ADM FEE ACCOUNT	\$ 1,326.74
774 - 775; 20243280043	COMPUTER CHECKS- Ocean First	
		\$1,326.74
	COMPUTER CHECKS- Tuist	\$0.00
	SECTION 8 NEW HOMEOWNERSHIP	\$ 0.00
	COMPUTER CHECKS	\$0.00
	NEW HOMEOWNERSHIP INVESTMENTS	\$ 2,157.30
	COMPUTER CHECKS- Ocean First	\$0.00
119	COMPUTER CHECKS- Truist	\$2,157.30
	OCEAN FIRST BANK PH SECURITY DEPOSIT	\$ 636.76
234	COMPUTER CHECKS	\$636.76
	OCEAN FIRST BANK FSS ESCROW	\$ 0.00
	COMPUTER CHECKS	\$0.00
	CAPITAL BANK GEN/FUND PH	\$ 204,911.15
2646 - 2649; 5467986436, 5469612521, 20243280035, 20243280038-39, 20243460591- 93	COMPUTER CHECKS	
	COCC CASH ACCOUNT	\$ 343,339.72
13646 - 13732; 1399604, 1402639, 11272024, 12022024, 12122024, 33830536, 5464046237, 5465500865, 20243280039-42, 20243460579, 20243460581-83	COMPUTER CHECKS	
	COCC EXPENDITURES	
	PAYROLL	11/27/24 - 12/13/2024 \$ 161,748.96
	PAYROLL TAX LIABILITY	11/27/24 - 12/13/2024 \$ 31,748.92
	TOTAL	\$ 1,572,939.55

Payment Summary

Bank=sec8hap AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total Date
			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	4670	Oapabar - BARCLAY APARTMENTS VENTURES LP	12/4/2024	12-2024	1,351.00
sec8hap - Section 8 HAP	4671	Ocbrenta - C & B RENTALS	12/4/2024	12-2024	1,775.00
sec8hap - Section 8 HAP	4672	Ocorjua - CORTES	12/4/2024	12-2024	3,856.00
sec8hap - Section 8 HAP	4673	Oinvfai - INVESTMENT GROUP LLC	12/4/2024	12-2024	1,893.00
sec8hap - Section 8 HAP	4674	t0000066 - CORTES	12/4/2024	12-2024	56.00
sec8hap - Section 8 HAP	4675	t0000623 - FREEMAN	12/4/2024	12-2024	3.00
sec8hap - Section 8 HAP	4676	t0001053 - MEDINA	12/4/2024	12-2024	137.00
sec8hap - Section 8 HAP	4677	t0001073 - PETERSON	12/4/2024	12-2024	5.00
sec8hap - Section 8 HAP	4678	t0004557 - RAMOS	12/4/2024	12-2024	39.00
sec8hap - Section 8 HAP	4679	t0004672 - CRUZ	12/4/2024	12-2024	84.00
sec8hap - Section 8 HAP	4680	t0004893 - BALL	12/4/2024	12-2024	165.00
sec8hap - Section 8 HAP	4681	t0005562 - GASKINS	12/4/2024	12-2024	170.00
sec8hap - Section 8 HAP	4682	t0005715 - VAZQUEZ	12/4/2024	12-2024	134.00
sec8hap - Section 8 HAP	4683	t0005884 - RUIZ	12/4/2024	12-2024	145.00
sec8hap - Section 8 HAP	4684	t0006492 - MOORE	12/4/2024	12-2024	50.00
sec8hap - Section 8 HAP	4685	t0006766 - MOSS	12/4/2024	12-2024	273.00
sec8hap - Section 8 HAP	4686	t0007021 - SHIELDS	12/4/2024	12-2024	6.00
sec8hap - Section 8 HAP	4687	t0007057 - DESAI	12/4/2024	12-2024	78.00
sec8hap - Section 8 HAP	4688	t0008077 - PEREZ	12/4/2024	12-2024	104.00
sec8hap - Section 8 HAP	4689	t0008553 - CARLO	12/4/2024	12-2024	53.00
sec8hap - Section 8 HAP	4690	t0010164 - RIVERA MARTINEZ	12/4/2024	12-2024	63.00
sec8hap - Section 8 HAP	4691	t0010166 - ORTIZ	12/4/2024	12-2024	60.00
sec8hap - Section 8 HAP	4692	t0012267 - ACKLEY	12/4/2024	12-2024	6.00
sec8hap - Section 8 HAP	4693	t0012269 - PEYTON	12/4/2024	12-2024	44.00
sec8hap - Section 8 HAP	4694	t0012280 - LOPEZ	12/4/2024	12-2024	3.00
sec8hap - Section 8 HAP	4695	t0013742 - Thomas	12/4/2024	12-2024	71.00
sec8hap - Section 8 HAP	4696	t0013765 - Samuel	12/4/2024	12-2024	83.00
sec8hap - Section 8 HAP	4697	t0013870 - Harris	12/4/2024	12-2024	1.00
sec8hap - Section 8 HAP	4698	t0013888 - SCARBROUGH	12/4/2024	12-2024	223.00
sec8hap - Section 8 HAP	4699	t0013930 - Quinones	12/4/2024	12-2024	26.00
sec8hap - Section 8 HAP	4700	t0014022 - Bonano	12/4/2024	12-2024	9.00
sec8hap - Section 8 HAP	4701	t0014175 - Chavez	12/4/2024	12-2024	15.00
sec8hap - Section 8 HAP	4702	t0014378 - HAND	12/4/2024	12-2024	52.00
sec8hap - Section 8 HAP	4703	t0014727 - Rodriguez	12/4/2024	12-2024	140.00
sec8hap - Section 8 HAP	4704	t0014784 - ARNOLD	12/4/2024	12-2024	159.00
sec8hap - Section 8 HAP	4705	t0014786 - Rivera Viruet	12/4/2024	12-2024	96.00
sec8hap - Section 8 HAP	4706	t0014974 - Ortiz	12/4/2024	12-2024	16.00
sec8hap - Section 8 HAP	4707	t0015043 - POWELL	12/4/2024	12-2024	154.00
sec8hap - Section 8 HAP	4708	t0015601 - LLOYD	12/4/2024	12-2024	13.00
sec8hap - Section 8 HAP	4709	t0015625 - MACIN	12/4/2024	12-2024	100.00
sec8hap - Section 8 HAP	4710	t0015634 - DICKS	12/4/2024	12-2024	52.00
sec8hap - Section 8 HAP	4711	t0015636 - WILSON	12/4/2024	12-2024	63.00
sec8hap - Section 8 HAP	4712	t0015850 - PURNELL	12/4/2024	12-2024	92.00
sec8hap - Section 8 HAP	4713	t0015908 - BEARDSLEY	12/4/2024	12-2024	103.00

Payment Summary

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	4714	t0015929 - ALICEA	12/4/2024	12-2024	121.00	
sec8hap - Section 8 HAP	4715	t0018082 - JORDAN	12/4/2024	12-2024	90.00	
sec8hap - Section 8 HAP	4716	t0018174 - TURNER	12/4/2024	12-2024	31.00	
sec8hap - Section 8 HAP	4717	vnj058 - SALEM HOUSING AUTHORITY	12/4/2024	12-2024	3,908.00	
sec8hap - Section 8 HAP	4718	vnj912 - NJDCA HOUSING ASSISTANCE PROGRAM	12/4/2024	12-2024	10,117.00	
sec8hap - Section 8 HAP	4719	0housin - VINELAND HOUSING AUTHORITY	12/11/2024	12-2024	3,977.00	
sec8hap - Section 8 HAP	23064	0537grap - 529-537 GRAPE STREET,LLC	12/4/2024	12-2024	580.00	
sec8hap - Section 8 HAP	23065	0abobab - BABATUNDE O ABORISADE	12/4/2024	12-2024	1,479.00	
sec8hap - Section 8 HAP	23066	0abrawi - ABRAHAN HEREDIA	12/4/2024	12-2024	662.00	
sec8hap - Section 8 HAP	23067	0acojol - ACOSTA III	12/4/2024	12-2024	840.00	
sec8hap - Section 8 HAP	23068	0acojor - ACOSTA	12/4/2024	12-2024	2,027.00	
sec8hap - Section 8 HAP	23069	0ahcpv - AFFORDABLE HOUSING CORPORATION	12/4/2024	12-2024	13,757.00	
sec8hap - Section 8 HAP	23070	0ahctaaa - AFFORDABLE HOUSING CORPORATION	12/4/2024	12-2024	94,156.00	
sec8hap - Section 8 HAP	23071	0ahcvktot - AFFORDABLE HOUSING CORP OF VINELAND	12/4/2024	12-2024	82,849.00	
sec8hap - Section 8 HAP	23072	0albreb - REBECCA C THOMPSON-ALBERT	12/4/2024	12-2024	355.00	
sec8hap - Section 8 HAP	23073	0aljess - ALJESS LLC	12/4/2024	12-2024	847.00	
sec8hap - Section 8 HAP	23074	0andcar - ANDUJAR	12/4/2024	12-2024	1,145.00	
sec8hap - Section 8 HAP	23075	0andjon - JONATHAN ANDREOZZI	12/4/2024	12-2024	1,725.00	
sec8hap - Section 8 HAP	23076	0andron - RONALD ANDRO	12/4/2024	12-2024	683.00	
sec8hap - Section 8 HAP	23077	0aparab - AB APARTMENTS LLC	12/4/2024	12-2024	3,687.00	
sec8hap - Section 8 HAP	23078	0apgava - VALLEY GARDEN APARTMENTS LLC	12/4/2024	12-2024	985.00	
sec8hap - Section 8 HAP	23079	0apsnew - NEWCOMB SENIOR APARTMENTS PH 2	12/4/2024	12-2024	256.00	
sec8hap - Section 8 HAP	23080	0arbors - ROSEMAR PROPERTIES III LLC/THE ARBORS	12/4/2024	12-2024	6,495.00	
sec8hap - Section 8 HAP	23081	0assind - INDEPENDENCE ASSOCIATES LLC	12/4/2024	12-2024	892.00	
sec8hap - Section 8 HAP	23082	0asslop - LOPEZ & ASSOCIATES LLC	12/4/2024	12-2024	814.00	
sec8hap - Section 8 HAP	23083	0augdav - DAVID AUGUSTINE	12/4/2024	12-2024	1,666.00	
sec8hap - Section 8 HAP	23084	0banvan - CAMPOS BANDALA	12/4/2024	12-2024	1,193.00	
sec8hap - Section 8 HAP	23085	0behant - ANTHONY BEHRENS	12/4/2024	12-2024	782.00	
sec8hap - Section 8 HAP	23086	0beredw - EDWIN C & SAVALYN BERGAMO	12/4/2024	12-2024	221.00	
sec8hap - Section 8 HAP	23087	0berksh - ROSEMAR PROPERTIES IV LLC / CAMELOT AF	12/4/2024	12-2024	4,261.00	
sec8hap - Section 8 HAP	23088	0betaip - ALPHA BETA CAMDEN LLC	12/4/2024	12-2024	1,425.00	
sec8hap - Section 8 HAP	23089	0biaent - BIA ENTERPRISES LLC	12/4/2024	12-2024	633.00	
sec8hap - Section 8 HAP	23090	0bretow - BRENTWOOD TOWERS HOLDINGS, LLC	12/4/2024	12-2024	1,031.00	
sec8hap - Section 8 HAP	23091	0brewst - BREWSTER GARDEN APARTMENTS LLC	12/4/2024	12-2024	1,076.00	
sec8hap - Section 8 HAP	23092	0buebor - BOROUGH OF BUENA HOUSING AUTHORITY	12/4/2024	12-2024	18,674.00	
sec8hap - Section 8 HAP	23093	0bususa - USA BUSY BEE INC	12/4/2024	12-2024	944.00	
sec8hap - Section 8 HAP	23094	0cackim - KIMBERLY A CACCHIOLI	12/4/2024	12-2024	1,084.00	
sec8hap - Section 8 HAP	23095	0camnil - NILZA R CAMACHO	12/4/2024	12-2024	1,057.00	
sec8hap - Section 8 HAP	23096	0carjos - CARVALHO	12/4/2024	12-2024	781.00	
sec8hap - Section 8 HAP	23097	0carmar - SIMOES	12/4/2024	12-2024	781.00	
sec8hap - Section 8 HAP	23098	0casros - CASTILLO	12/4/2024	12-2024	747.00	
sec8hap - Section 8 HAP	23099	0cdgard - CD GARDENS INC.	12/4/2024	12-2024	4,478.00	
sec8hap - Section 8 HAP	23100	0chajos - JOSEPH T CHAMBERS	12/4/2024	12-2024	950.00	
sec8hap - Section 8 HAP	23101	0cheshol - CHESTNUT SQUARE HOLDINGS LLC	12/4/2024	12-2024	5,609.00	

Payment Summary

Bank=sec8hap AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
sec8hap - Section 8 HAP	23102	Ochuoks - OKSANA CHUMAK	12/4/2024	12-2024	1,632.00
sec8hap - Section 8 HAP	23103	Oclafir - FIRST CLASS RENTAL PROPERTIES LLC	12/4/2024	12-2024	1,394.00
sec8hap - Section 8 HAP	23104	Ocomfar - ESTATE	12/4/2024	12-2024	519.00
sec8hap - Section 8 HAP	23105	Oconpat - PATRIOT CONSTRUCTION SERVICES LLC	12/4/2024	12-2024	1,900.00
sec8hap - Section 8 HAP	23106	Odamjos - DAMATO	12/4/2024	12-2024	883.00
sec8hap - Section 8 HAP	23107	Odecant - ANTHONY P DECESERO	12/4/2024	12-2024	587.00
sec8hap - Section 8 HAP	23108	Odejyes - YESENIA DEJESUS	12/4/2024	12-2024	1,850.00
sec8hap - Section 8 HAP	23109	Odelwil - WILSON ZUNUN DE LEON	12/4/2024	12-2024	639.00
sec8hap - Section 8 HAP	23110	Odowter - DOWER	12/4/2024	12-2024	1,850.00
sec8hap - Section 8 HAP	23111	Oeas307 - 307 N EAST AVE LLC	12/4/2024	12-2024	599.00
sec8hap - Section 8 HAP	23112	Oeas710 - 710 EAST ALMOND STREET ASSOCIATES LLC	12/4/2024	12-2024	679.00
sec8hap - Section 8 HAP	23113	Oedwdip - EDWARD DIPALMA	12/4/2024	12-2024	947.00
sec8hap - Section 8 HAP	23114	Oegbmar - MARY J EGBEH	12/4/2024	12-2024	1,336.00
sec8hap - Section 8 HAP	23115	Oeinmar - MARTIN JAY EINSTEIN	12/4/2024	12-2024	718.00
sec8hap - Section 8 HAP	23116	Oequacc - ACCUMULATING EQUITY PARTNERS LLC	12/4/2024	12-2024	6,785.00
sec8hap - Section 8 HAP	23117	Oequsul - SULLIVAN EQUITIES LLC	12/4/2024	12-2024	1,041.00
sec8hap - Section 8 HAP	23118	Oestros - ESTATE OF LUIS A ROSADO-TORRES	12/4/2024	12-2024	479.00
sec8hap - Section 8 HAP	23119	Ofamfai - Faiola Family LP	12/4/2024	12-2024	476.00
sec8hap - Section 8 HAP	23120	Ofamip - FAIOLA FAMILY LP	12/4/2024	12-2024	1,379.00
sec8hap - Section 8 HAP	23121	Oflodor - FLOWERS	12/4/2024	12-2024	1,046.00
sec8hap - Section 8 HAP	23122	Oforraf - RAFAEL EDUARDO DILONE FORTUNA	12/4/2024	12-2024	1,125.00
sec8hap - Section 8 HAP	23123	Og.b.ltd - G B LTD OPER CO INC	12/4/2024	12-2024	1,055.00
sec8hap - Section 8 HAP	23124	Ogarabn - ABNER GARCIA	12/4/2024	12-2024	426.00
sec8hap - Section 8 HAP	23125	Ogarsal - GARCIA	12/4/2024	12-2024	2,934.00
sec8hap - Section 8 HAP	23126	Ogarspr - SPRING GARDENS VINELAND LLC	12/4/2024	12-2024	7,643.00
sec8hap - Section 8 HAP	23127	Ogarvin - VINELAND GARDENS LLC	12/4/2024	12-2024	180.00
sec8hap - Section 8 HAP	23128	Ogibjam - GRIBBLE JR	12/4/2024	12-2024	954.00
sec8hap - Section 8 HAP	23129	Ogolrob - ROBERT D GALBIATI	12/4/2024	12-2024	1,220.00
sec8hap - Section 8 HAP	23130	Ogonabr - GONZALEZ JR	12/4/2024	12-2024	1,019.00
sec8hap - Section 8 HAP	23131	Ogroche - CHERRY GROUP LLC	12/4/2024	12-2024	1,579.00
sec8hap - Section 8 HAP	23132	Ogromad - MADHU GROUP LLC	12/4/2024	12-2024	2,744.00
sec8hap - Section 8 HAP	23133	Ogromic - MICHAEL D RUPPERT JR	12/4/2024	12-2024	1,076.00
sec8hap - Section 8 HAP	23134	Ogruedi - EDISON GRULLON	12/4/2024	12-2024	1,940.00
sec8hap - Section 8 HAP	23135	Ohagdan - DANIEL HAGEMAN JR	12/4/2024	12-2024	1,070.00
sec8hap - Section 8 HAP	23136	Ohemtom - BTW 4 LLC	12/4/2024	12-2024	582.00
sec8hap - Section 8 HAP	23137	Ohenreu - HENDLER	12/4/2024	12-2024	1,687.00
sec8hap - Section 8 HAP	23138	Ohereri - 123 SOUTH 4TH STREET LLC	12/4/2024	12-2024	2,685.00
sec8hap - Section 8 HAP	23139	Ohersof - SOFIA HEREDIA-TORRES AND RUBEN TORRE	12/4/2024	12-2024	3,673.00
sec8hap - Section 8 HAP	23140	Ohfprop - HF PROPERTY MANAGEMENT	12/4/2024	12-2024	1,775.00
sec8hap - Section 8 HAP	23141	Oholasm - ASM HOLDINGS LLC	12/4/2024	12-2024	674.00
sec8hap - Section 8 HAP	23142	Oholgle - GLEN PARK HOLDINGS LLC	12/4/2024	12-2024	2,686.00
sec8hap - Section 8 HAP	23143	Oholvin - VINELAND 18 HOLDINGS LLC	12/4/2024	12-2024	1,627.00
sec8hap - Section 8 HAP	23144	Ohomhec - HECS HOMES LLC	12/4/2024	12-2024	929.00
sec8hap - Section 8 HAP	23145	Ohomsky - SKYLO HOMES LLC	12/4/2024	12-2024	630.00

Payment Summary

Bank=sec8hap AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
sec8hap - Section 8 HAP	23146	Ohomtar - TARKILN HOMES LLC	12/4/2024	12-2024	6,516.00
sec8hap - Section 8 HAP	23147	Ohopape - APEX HOPEWELL NJ LLC	12/4/2024	12-2024	632.00
sec8hap - Section 8 HAP	23148	Ohougol - GOLD HOUSING PROVIDERS LLC	12/4/2024	12-2024	1,500.00
sec8hap - Section 8 HAP	23149	Ohouriv - RIVERGROVE HOUSING PARTNERS LLC	12/4/2024	12-2024	477.00
sec8hap - Section 8 HAP	23150	Oiaplis - LISA A IAPALUCCI	12/4/2024	12-2024	1,670.00
sec8hap - Section 8 HAP	23151	Oingden - INGRALDI	12/4/2024	12-2024	1,078.00
sec8hap - Section 8 HAP	23152	Oinvbot - BOTA INVESTMENTS LLC	12/4/2024	12-2024	3,883.00
sec8hap - Section 8 HAP	23153	Oinvday - DAY INVESTMENTS LLP	12/4/2024	12-2024	483.00
sec8hap - Section 8 HAP	23154	Oinvegh - E. G. H. R. E. INVESTMENTS LLC	12/4/2024	12-2024	3,808.00
sec8hap - Section 8 HAP	23155	Oinvens - EMSIG INVESTMENTS LLC	12/4/2024	12-2024	9,471.00
sec8hap - Section 8 HAP	23156	Oinvtra - T-RAY INVESTMENTS LLC	12/4/2024	12-2024	2,336.00
sec8hap - Section 8 HAP	23157	Oinvweb - WEBER INVESTMENT GROUP LLC	12/4/2024	12-2024	6,194.00
sec8hap - Section 8 HAP	23158	Ojacgar - W JACK	12/4/2024	12-2024	1,439.00
sec8hap - Section 8 HAP	23159	Ojerpri - PRIME JERSEY ESTATES	12/4/2024	12-2024	10,393.00
sec8hap - Section 8 HAP	23160	Okatjay - JAY-KAT INVESTMENTS, LLC	12/4/2024	12-2024	524.00
sec8hap - Section 8 HAP	23161	Oklc1llc - KLC1 LLC	12/4/2024	12-2024	1,728.00
sec8hap - Section 8 HAP	23162	Olabfel - LABOY	12/4/2024	12-2024	1,740.00
sec8hap - Section 8 HAP	23163	Olandic - LANDICINI 566 LLC	12/4/2024	12-2024	398.00
sec8hap - Section 8 HAP	23164	Olanedw - EDWARD J LANG	12/4/2024	12-2024	1,300.00
sec8hap - Section 8 HAP	23165	Olebzai - LEBRON	12/4/2024	12-2024	2,095.00
sec8hap - Section 8 HAP	23166	Olegmay - MAYERFELD LEGACY TRUST	12/4/2024	12-2024	152.00
sec8hap - Section 8 HAP	23167	Olevgab - GABRIELLE LEVITT	12/4/2024	12-2024	962.00
sec8hap - Section 8 HAP	23168	Olhrent - L & H RENTALS	12/4/2024	12-2024	798.00
sec8hap - Section 8 HAP	23169	Olinrob - ROBERT LINDNER	12/4/2024	12-2024	461.00
sec8hap - Section 8 HAP	23170	Ollckoo - KOONER LLC	12/4/2024	12-2024	1,694.00
sec8hap - Section 8 HAP	23171	Ollcsn2 - SN 22 LLC	12/4/2024	12-2024	2,041.00
sec8hap - Section 8 HAP	23172	Olocloc - LOCATION LOCATION & TIMING LLC	12/4/2024	12-2024	1,047.00
sec8hap - Section 8 HAP	23173	Olonlav - DAVID LONGINI	12/4/2024	12-2024	473.00
sec8hap - Section 8 HAP	23174	Olopyad - YADIRA LOPEZ	12/4/2024	12-2024	710.00
sec8hap - Section 8 HAP	23175	Olospro - LOST PROPERTIES LLC	12/4/2024	12-2024	2,871.00
sec8hap - Section 8 HAP	23176	Omalaug - MIKLAVCIC JR	12/4/2024	12-2024	908.00
sec8hap - Section 8 HAP	23177	Omanarc - MANAGEMENT LLC	12/4/2024	12-2024	378.00
sec8hap - Section 8 HAP	23178	Omanrub - RUBY MANAGEMENT	12/4/2024	12-2024	2,350.00
sec8hap - Section 8 HAP	23179	Omapgre - GREENWOOD MAPLE JAY LLC	12/4/2024	12-2024	1,174.00
sec8hap - Section 8 HAP	23180	Omelrose - MELROSE COURT LP	12/4/2024	12-2024	17,338.00
sec8hap - Section 8 HAP	23181	Omenbre - MENDEZ	12/4/2024	12-2024	272.00
sec8hap - Section 8 HAP	23182	Omillvil - MILLVILLE REALTY CORPORATION	12/4/2024	12-2024	2,295.00
sec8hap - Section 8 HAP	23183	Omiryar - MIRANDA	12/4/2024	12-2024	2,386.00
sec8hap - Section 8 HAP	23184	Omonbry - BRYAN P. MONTEMURRO	12/4/2024	12-2024	618.00
sec8hap - Section 8 HAP	23185	Omrang - RIVERA	12/4/2024	12-2024	846.00
sec8hap - Section 8 HAP	23186	Omulqua - QUALITY MULTI BR RENTALS LLC	12/4/2024	12-2024	1,963.00
sec8hap - Section 8 HAP	23187	Oneddav - NEDER	12/4/2024	12-2024	1,589.00
sec8hap - Section 8 HAP	23188	Oneeshr - SHREE NEEL LLC	12/4/2024	12-2024	2,641.00
sec8hap - Section 8 HAP	23189	Onegcar - CARLOS NEGRON JR	12/4/2024	12-2024	774.00

Payment Summary

Bank=sec8hap AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total Date
			Date	Month	Amount Reconciled
sec8hap - Section 8 HAP	23190	Onotop - TOP NOTCH REAL ESTATE LLC	12/4/2024	12-2024	1,455.00
sec8hap - Section 8 HAP	23191	Oochabvsp - OCEAN CITY HSING AUTH- BVM/SPEITEL	12/4/2024	12-2024	32,801.00
sec8hap - Section 8 HAP	23192	Opaeast - EAST PARK APARTMENTS	12/4/2024	12-2024	6,834.00
sec8hap - Section 8 HAP	23193	Opanpar - PARESH PANCHAL	12/4/2024	12-2024	1,940.00
sec8hap - Section 8 HAP	23194	Oparest - PARVIN ESTATES LLC	12/4/2024	12-2024	68.00
sec8hap - Section 8 HAP	23195	Oparkto - PARK TOWNE APTS LLC	12/4/2024	12-2024	12,918.00
sec8hap - Section 8 HAP	23196	Opasmar - PASTORE	12/4/2024	12-2024	1,400.00
sec8hap - Section 8 HAP	23197	Oplacam - PHILLIP BLACK & KATHLEEN BLACK IRA	12/4/2024	12-2024	3,927.00
sec8hap - Section 8 HAP	23198	Opoisil - SILVER POINT MANAGEMENT LLC	12/4/2024	12-2024	1,085.00
sec8hap - Section 8 HAP	23199	Oproall - ALL PRO GROUP LLC	12/4/2024	12-2024	1,194.00
sec8hap - Section 8 HAP	23200	Oproexc - EXCEL PROPERTY MANAGEMENT LLC	12/4/2024	12-2024	620.00
sec8hap - Section 8 HAP	23201	Oprolha - LHA PROPERTIES LLC	12/4/2024	12-2024	1,618.00
sec8hap - Section 8 HAP	23202	Opropar - PARTNERS PROPERTY MANAGEMENT LLC	12/4/2024	12-2024	729.00
sec8hap - Section 8 HAP	23203	Oproter - TERRAVESTRA PROPERTY MANAGEMENT LLC	12/4/2024	12-2024	15,140.00
sec8hap - Section 8 HAP	23204	Oprotim - TIMARIA PROPERTIES LLC	12/4/2024	12-2024	1,585.00
sec8hap - Section 8 HAP	23205	Oquilou - QUILES	12/4/2024	12-2024	291.00
sec8hap - Section 8 HAP	23206	Oradoak - RADIANT OAKVIEW APARTMENTS LLC	12/4/2024	12-2024	163,583.00
sec8hap - Section 8 HAP	23207	Oramnic - NICHOLAS P RAMBONE	12/4/2024	12-2024	358.00
sec8hap - Section 8 HAP	23208	Oraymar - RAYMOND HOLDINGS LLP	12/4/2024	12-2024	1,347.00
sec8hap - Section 8 HAP	23209	Oreabrt - BRT REAL ESTATE LLC	12/4/2024	12-2024	728.00
sec8hap - Section 8 HAP	23210	Oreadcb - Realty LLC	12/4/2024	12-2024	636.00
sec8hap - Section 8 HAP	23211	Oreahen - REAL ESTATE	12/4/2024	12-2024	1,581.00
sec8hap - Section 8 HAP	23212	Oreajba - JBAR REALTY LLC	12/4/2024	12-2024	903.00
sec8hap - Section 8 HAP	23213	Orealbf - B & F REAL ESTATE HOLDINGS LLC	12/4/2024	12-2024	2,000.00
sec8hap - Section 8 HAP	23214	Orealsa - S & A REALTY ENTERPRISES LLC	12/4/2024	12-2024	638.00
sec8hap - Section 8 HAP	23215	Oreamat - MATURO REALTY INC	12/4/2024	12-2024	2,353.00
sec8hap - Section 8 HAP	23216	Oreamil - MILLVILLE REALTY CORP	12/4/2024	12-2024	1,082.00
sec8hap - Section 8 HAP	23217	Oreasar - SARA REAVES	12/4/2024	12-2024	865.00
sec8hap - Section 8 HAP	23218	Oregche - REGENCY CHESTNUT COURT	12/4/2024	12-2024	14,127.00
sec8hap - Section 8 HAP	23219	Oregeas - REGENCY EAST LLC	12/4/2024	12-2024	1,197.00
sec8hap - Section 8 HAP	23220	Oreisup - SUPERIOR RE INVESTMENTS LLC	12/4/2024	12-2024	1,889.00
sec8hap - Section 8 HAP	23221	Orenaco - ACOSTA RENTAL LLC	12/4/2024	12-2024	2,059.00
sec8hap - Section 8 HAP	23222	Orenokg - K G RENOVATIONS LLC	12/4/2024	12-2024	1,107.00
sec8hap - Section 8 HAP	23223	Orensup - SUPERIOR RENTALS LLC	12/4/2024	12-2024	1,417.00
sec8hap - Section 8 HAP	23224	Orivdie - RIVERA	12/4/2024	12-2024	2,409.00
sec8hap - Section 8 HAP	23225	Oriviri - RIVERA	12/4/2024	12-2024	1,508.00
sec8hap - Section 8 HAP	23226	Orodhen - HENRY RODRIGUEZ	12/4/2024	12-2024	885.00
sec8hap - Section 8 HAP	23227	Orogluc - ROGERS	12/4/2024	12-2024	802.00
sec8hap - Section 8 HAP	23228	Orogsal - SALVATORE W ROGGIO	12/4/2024	12-2024	888.00
sec8hap - Section 8 HAP	23229	Orpjpro - RPJ PROPERTIES LLC	12/4/2024	12-2024	12,811.00
sec8hap - Section 8 HAP	23230	Orunind - INDIAN RUN APARTMENTS LP	12/4/2024	12-2024	820.00
sec8hap - Section 8 HAP	23231	Oruppab - RUPERTO	12/4/2024	12-2024	1,245.00
sec8hap - Section 8 HAP	23232	Osaiger - GERALD M SAINOT JR	12/4/2024	12-2024	1,311.00
sec8hap - Section 8 HAP	23233	Osalasda - DAMIAN & ELAINE SALAS	12/4/2024	12-2024	2,322.00

Payment Summary

Bank=sec8hap AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8hap - Section 8 HAP	23234	Osauaud - SAUNDERS	12/4/2024	12-2024	1,800.00	
sec8hap - Section 8 HAP	23235	Osaumar - SAUNDERS	12/4/2024	12-2024	652.00	
sec8hap - Section 8 HAP	23236	Osaunma - SAUNDERS	12/4/2024	12-2024	1,985.00	
sec8hap - Section 8 HAP	23237	Oschdan - SCHWARTZ	12/4/2024	12-2024	2,000.00	
sec8hap - Section 8 HAP	23238	Oseaves - VESTA-SEABROOK URBAN RENEWAL III LLC	12/4/2024	12-2024	743.00	
sec8hap - Section 8 HAP	23239	Osenbri - HOUSING PARTNERS LLC	12/4/2024	12-2024	2,246.00	
sec8hap - Section 8 HAP	23240	Osennew - NEWCOMB SENIOR APARTMENTS URBAN RE	12/4/2024	12-2024	210.00	
sec8hap - Section 8 HAP	23241	Oshabru - BRUCE D SHAW	12/4/2024	12-2024	1,420.00	
sec8hap - Section 8 HAP	23242	Oslinco - 1890 S LINCOLN ASSOCIATES LLC	12/4/2024	12-2024	2,117.00	
sec8hap - Section 8 HAP	23243	Osolfin - FINANCIAL SOLUTIONS INVESTMENT GROUP I	12/4/2024	12-2024	1,148.00	
sec8hap - Section 8 HAP	23244	Osolmay - MAY SOLUTIONS LLC	12/4/2024	12-2024	876.00	
sec8hap - Section 8 HAP	23245	Osolpro - ASSURED PROPERTY SOLUTIONS LLC	12/4/2024	12-2024	3,951.00	
sec8hap - Section 8 HAP	23246	Osotalb - ALBERTO SOTO	12/4/2024	12-2024	1,090.00	
sec8hap - Section 8 HAP	23247	Osqulan - LANDIS SR URBAN RENEWAL PARTNERS LLC	12/4/2024	12-2024	1,957.00	
sec8hap - Section 8 HAP	23248	Ostrassoc - STREAMWOOD ASSOCIATES/VINELAND LLC	12/4/2024	12-2024	1,285.00	
sec8hap - Section 8 HAP	23249	Oswaway - WAYNE SWANSON	12/4/2024	12-2024	1,171.00	
sec8hap - Section 8 HAP	23250	Oswel01 - 101 S WEST LLC	12/4/2024	12-2024	1,898.00	
sec8hap - Section 8 HAP	23251	Otayver - TAYLOR	12/4/2024	12-2024	733.00	
sec8hap - Section 8 HAP	23252	Othapau - ALBERTA A QUAIROLI ESTATE	12/4/2024	12-2024	1,219.00	
sec8hap - Section 8 HAP	23253	Otorism - TORRES	12/4/2024	12-2024	1,548.00	
sec8hap - Section 8 HAP	23254	Ovasdap - DAPHNE VASSALOTTI	12/4/2024	12-2024	698.00	
sec8hap - Section 8 HAP	23255	Ovashen - VASQUEZ	12/4/2024	12-2024	979.00	
sec8hap - Section 8 HAP	23256	Oveljon - JONATHAN VELEZ	12/4/2024	12-2024	1,830.00	
sec8hap - Section 8 HAP	23257	Ovhosri - SRI VHOMES LLC	12/4/2024	12-2024	1,650.00	
sec8hap - Section 8 HAP	23258	Ovinlan - VINELAND VILLAGE APTS	12/4/2024	12-2024	3,411.00	
sec8hap - Section 8 HAP	23259	Ovirulou - LOUIS A VIRUET	12/4/2024	12-2024	1,064.00	
sec8hap - Section 8 HAP	23260	Owalnut - WALNUT REALTY ASSOCIATES LLC	12/4/2024	12-2024	7,350.00	
sec8hap - Section 8 HAP	23261	Owassey - SEYMOUR WASSERSTRUM	12/4/2024	12-2024	1,091.00	
sec8hap - Section 8 HAP	23262	Owebrec - WEBER	12/4/2024	12-2024	2,000.00	
sec8hap - Section 8 HAP	23263	Owhihen - WHITE III	12/4/2024	12-2024	914.00	
sec8hap - Section 8 HAP	23264	Owolpro - WOLF PROPERTY HOLDINGS LLC	12/4/2024	12-2024	1,661.00	
sec8hap - Section 8 HAP	23265	Owrialf - WRIGHT	12/4/2024	12-2024	1,586.00	
sec8hap - Section 8 HAP	23266	Oyasmia - YASMIA 3 LLC	12/4/2024	12-2024	1,361.00	
sec8hap - Section 8 HAP	20243280043	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	0.00	
sec8hap - Section 8 HAP	20243460580	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	0.00	
					827,070.00	

Payment Summary

Bank=sec8adm AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
sec8adm - Section 8 Admii	774	vnj058 - SALEM HOUSING AUTHORITY	12/4/2024	12-2024	300.08	
sec8adm - Section 8 Admii	775	vnj912 - NJDCA HOUSING ASSISTANCE PROGRAM	12/4/2024	12-2024	343.34	
sec8adm - Section 8 Admii	20243280043	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	683.32	
					1,326.74	

Payment Summary

Bank=nhopbdt AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
nhopbdt - New HOP Inv - B	119	hompro - HD SUPPLY formerly Home Depot Pro	12/19/2024	12-2024	2,157.30
					2,157.30

Payment Summary

Bank=capsecdp AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
capsecdp - PH Sec Dep Acc	234	vha - HOUSING AUTHORITY CITY OF VINELAND	11/26/2024	11-2024	636.76
					636.76

Payment Summary

Bank=capgenfd AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
capgenfd - Public Housing C	2646	t0003531 - MALDONADO	11/26/2024	11-2024	211.76
capgenfd - Public Housing C	2647	landis - Landis Sewerage Authority	11/27/2024	11-2024	26,477.00
capgenfd - Public Housing C	2648	t0018585 - HENDERSON	12/12/2024	12-2024	648.63
capgenfd - Public Housing C	2649	vmu - Vineland Municipal Utilities	12/18/2024	12-2024	11,585.63
capgenfd - Public Housing C	5467986436	sjgas - South Jersey Gas Company	12/18/2024	12-2024	1,458.53
capgenfd - Public Housing C	5469612521	sjgas - South Jersey Gas Company	11/22/2024	11-2024	1,019.42 11/30/2024
capgenfd - Public Housing C	20243280035	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	1,266.00 11/30/2024
capgenfd - Public Housing C	20243280038	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	13,040.00 11/30/2024
capgenfd - Public Housing C	20243280039	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	19,698.18 11/30/2024
capgenfd - Public Housing C	20243460591	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	13,040.00
capgenfd - Public Housing C	20243460592	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	1,266.00
capgenfd - Public Housing C	20243460593	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	115,200.00
					204,911.15

Payment Summary

Bank=cocc AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Date Amount Reconciled
cocc - Central Office Cost	13646	landis - Landis Sewerage Authority	11/27/2024	11-2024	1,114.00
cocc - Central Office Cost	13647	cwa - Communications Workers of America	11/27/2024	11-2024	335.07
cocc - Central Office Cost	13648	axaequ - Equitable	12/2/2024	12-2024	16,897.48
cocc - Central Office Cost	13649	fazzalori - VILLA FAZZALORI	12/3/2024	12-2024	1,375.00
cocc - Central Office Cost	13650	aprsup - APR SUPPLY CO	12/6/2024	12-2024	60.82
cocc - Central Office Cost	13651	barret - Barretta Plumbing Heating Cooling	12/6/2024	12-2024	239.73
cocc - Central Office Cost	13652	carahsoft - Carahsoft Technology Corporation	12/6/2024	12-2024	4,037.89
cocc - Central Office Cost	13653	ccia - Cumberland Co Improvement Auth	12/6/2024	12-2024	212.77
cocc - Central Office Cost	13654	cullig - South Jersey Culligan Water	12/6/2024	12-2024	101.00
cocc - Central Office Cost	13655	custom - Custom Graphics Inc	12/6/2024	12-2024	535.92
cocc - Central Office Cost	13656	eldpes - ELDER PEST CONTROL, INC.	12/6/2024	12-2024	1,714.50
cocc - Central Office Cost	13657	genelec - Gen X Electrical Contractors LLC	12/6/2024	12-2024	1,350.00
cocc - Central Office Cost	13658	hampinn - Hampton Inn & Suites Vineland	12/6/2024	12-2024	1,100.00
cocc - Central Office Cost	13659	hdsupp - HD Supply Facilities Maintenance LTD	12/6/2024	12-2024	2,180.84
cocc - Central Office Cost	13660	himina - DELSEA LAUNDROMAT	12/6/2024	12-2024	1,602.50
cocc - Central Office Cost	13661	hompro - HD SUPPLY formerly Home Depot Pro	12/6/2024	12-2024	357.02
cocc - Central Office Cost	13662	jccupa - JC'S Custom Painting	12/6/2024	12-2024	717.50
cocc - Central Office Cost	13663	joskel - JOSEPH KELLY	12/6/2024	12-2024	60.00
cocc - Central Office Cost	13664	miles - Miles IT Company	12/6/2024	12-2024	6,698.00
cocc - Central Office Cost	13665	pdq - PDQ Supply Inc	12/6/2024	12-2024	535.49
cocc - Central Office Cost	13666	robob - Robinson & Robinson LLC	12/6/2024	12-2024	1,782.00

Payment Summary

Bank=nhopbtt AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total	Date
			Date	Month	Amount	Reconciled
cocc - Central Office Cost	13667	semper - Semper Secure , LLC	12/6/2024	12-2024	1,011.66	
cocc - Central Office Cost	13668	sermas - ServiceMaster Of The Shore Area	12/6/2024	12-2024	1,372.72	
cocc - Central Office Cost	13669	sherwi - Sherwin Williams Company	12/6/2024	12-2024	630.13	
cocc - Central Office Cost	13670	shred - STERICYCLE, INC.	12/6/2024	12-2024	73.84	
cocc - Central Office Cost	13671	sjglas - South Jersey Glass & Door Company	12/6/2024	12-2024	15.61	
cocc - Central Office Cost	13672	veriw - Verizon Wireless	12/6/2024	12-2024	1,166.09	
cocc - Central Office Cost	13673	vldauto - VINELAND DODGE CHRYSLER JEEP RAM	12/6/2024	12-2024	494.19	
cocc - Central Office Cost	13674	vldhea - City of Vineland Health Department	12/6/2024	12-2024	275.00	
cocc - Central Office Cost	13675	hniow - Estate of Helen B. Hnidowicz	12/13/2024	12-2024	67.39	
cocc - Central Office Cost	13676	aceplu - Ace Plumbing and Electrical Supplies Inc	12/19/2024	12-2024	891.34	
cocc - Central Office Cost	13677	adcass - Advanced Cabinetry & Storage Systems LLC	12/19/2024	12-2024	317.25	
cocc - Central Office Cost	13678	amacap - Amazon Capital Services Inc	12/19/2024	12-2024	1,067.45	
cocc - Central Office Cost	13679	aprsup - APR SUPPLY CO	12/19/2024	12-2024	103.81	
cocc - Central Office Cost	13680	avena - Linda M Avena CPA	12/19/2024	12-2024	7,295.83	
cocc - Central Office Cost	13681	barret - Barretta Plumbing Heating Cooling	12/19/2024	12-2024	1,227.08	
cocc - Central Office Cost	13682	blocklsi - TELESYSTEM	12/19/2024	12-2024	2,020.12	
cocc - Central Office Cost	13683	bolste - Bolster Hardware II LLC	12/19/2024	12-2024	209.66	
cocc - Central Office Cost	13684	bottin - Bottinos Supermarkets Inc	12/19/2024	12-2024	4,383.14	
cocc - Central Office Cost	13685	bowman - BOWMAN & COMPANY, LLP	12/19/2024	12-2024	15,500.00	
cocc - Central Office Cost	13686	brownc - Brown & Connery LLP	12/19/2024	12-2024	924.50	
cocc - Central Office Cost	13687	browni - Browns Integrated Pest Management	12/19/2024	12-2024	450.00	
cocc - Central Office Cost	13688	callexp - Call Experts New Jersey	12/19/2024	12-2024	459.63	
cocc - Central Office Cost	13689	canbus - Canon Solutions America, Inc.	12/19/2024	12-2024	222.94	
cocc - Central Office Cost	13690	ccia - Cumberland Co Improvement Auth	12/19/2024	12-2024	3,509.51	
cocc - Central Office Cost	13691	centur - Century Water Conditioning & Purification Inc	12/19/2024	12-2024	72.00	
cocc - Central Office Cost	13692	cintas - Cintas Corporation #100	12/19/2024	12-2024	728.78	
cocc - Central Office Cost	13693	coloni - Colonial Electrical Supply	12/19/2024	12-2024	227.71	
cocc - Central Office Cost	13694	combus - COMCAST	12/19/2024	12-2024	372.89	
cocc - Central Office Cost	13695	cullig - South Jersey Culligan Water	12/19/2024	12-2024	25.00	
cocc - Central Office Cost	13696	ddkcon - DDK Concrete, LLC.	12/19/2024	12-2024	5,145.00	
cocc - Central Office Cost	13697	delect - D Electric Motors, Inc.	12/19/2024	12-2024	1,694.83	
cocc - Central Office Cost	13698	ekrise - KRISE ELECTRICAL CONTRACTOR LLC	12/19/2024	12-2024	970.77	
cocc - Central Office Cost	13699	eldpes - ELDER PEST CONTROL, INC.	12/19/2024	12-2024	2,637.50	
cocc - Central Office Cost	13700	filevis - FileVision USA, LLC	12/19/2024	12-2024	10,434.00	
cocc - Central Office Cost	13701	getrai - G & E Trailer Sales LLC	12/19/2024	12-2024	799.44	
cocc - Central Office Cost	13702	hdsupp - HD Supply Facilities Maintenance LTD	12/19/2024	12-2024	2,296.93	
cocc - Central Office Cost	13703	highlan - Highland Carpet Outlet Inc.	12/19/2024	12-2024	1,125.00	
cocc - Central Office Cost	13704	hill - Ronald Hill	12/19/2024	12-2024	1,000.00	
cocc - Central Office Cost	13705	hompro - HD SUPPLY formerly Home Depot Pro	12/19/2024	12-2024	4,356.09	
cocc - Central Office Cost	13706	inspira - Inspira Health Network Urgent Care, PC	12/19/2024	12-2024	60.00	
cocc - Central Office Cost	13707	jccupa - JC'S Custom Painting	12/19/2024	12-2024	2,745.00	
cocc - Central Office Cost	13708	jjones - Jacqueline S Jones	12/19/2024	12-2024	5,466.23	
cocc - Central Office Cost	13709	jmrefi - JM Refinishing LLC	12/19/2024	12-2024	649.00	
cocc - Central Office Cost	13710	mason - W B Mason Co Inc	12/19/2024	12-2024	118.85	
cocc - Central Office Cost	13711	miles - Miles IT Company	12/19/2024	12-2024	8,040.38	
cocc - Central Office Cost	13712	natten - National Tenant Network	12/19/2024	12-2024	1,081.45	
cocc - Central Office Cost	13713	pbrese - Reserve Account	12/19/2024	12-2024	2,000.00	
cocc - Central Office Cost	13714	pcrich - P C Richard and Son Builders Div	12/19/2024	12-2024	1,497.00	
cocc - Central Office Cost	13715	pdq - PDQ Supply Inc	12/19/2024	12-2024	1,667.16	
cocc - Central Office Cost	13716	pilot - City of Vineland	12/19/2024	12-2024	156,904.25	
cocc - Central Office Cost	13717	prinsol - Print Solutions Plus Inc	12/19/2024	12-2024	155.00	

Payment Summary

Bank=nhopbbt AND mm/yy=11/2024-12/2024 AND Check Date=11/22/2024-12/19/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check	Post	Total
			Date	Month	Amount
cocc - Central Office Cost	13718	quapri - Quality Printing	12/19/2024	12-2024	276.00
cocc - Central Office Cost	13719	rigin - Riggins Inc	12/19/2024	12-2024	46.03
cocc - Central Office Cost	13720	schele - Schooley Electric Inc	12/19/2024	12-2024	1,260.00
cocc - Central Office Cost	13721	secgcs - GCSI Security Group	12/19/2024	12-2024	1,360.00
cocc - Central Office Cost	13722	semper - Semper Secure , LLC	12/19/2024	12-2024	1,834.74
cocc - Central Office Cost	13723	sherwi - Sherwin Williams Company	12/19/2024	12-2024	1,020.66
cocc - Central Office Cost	13724	sjglas - South Jersey Glass & Door Company	12/19/2024	12-2024	122.30
cocc - Central Office Cost	13725	staadv - Staples, Inc.	12/19/2024	12-2024	881.71
cocc - Central Office Cost	13726	vercon - Verizon Connect Fleet USA LLC	12/19/2024	12-2024	414.85
cocc - Central Office Cost	13727	vldaut - Vineland Auto Electric Inc	12/19/2024	12-2024	1,999.15
cocc - Central Office Cost	13728	vldauto - VINELAND DODGE CHRYSLER JEEP RAM	12/19/2024	12-2024	640.11
cocc - Central Office Cost	13729	weaequ - Weaver Equipment Sales & Service LLC	12/19/2024	12-2024	588.19
cocc - Central Office Cost	13730	wex - WEX Bank	12/19/2024	12-2024	1,994.20
cocc - Central Office Cost	13731	whites - Deborah Whitesell	12/19/2024	12-2024	45.00
cocc - Central Office Cost	13732	xpress - Xpress Electronic Services, Inc.	12/19/2024	12-2024	163.00
cocc - Central Office Cost	1399604	axaequ - Equitable	11/27/2024	11-2024	2,035.00
cocc - Central Office Cost	1402639	axaequ - Equitable	12/13/2024	12-2024	2,035.00
cocc - Central Office Cost	11272024	paychex - Paychex of New York LLC	11/27/2024	11-2024	420.35
cocc - Central Office Cost	12022024	aflac - AFLAC	12/2/2024	12-2024	234.00
cocc - Central Office Cost	12122024	paychex - Paychex of New York LLC	12/12/2024	12-2024	420.34
cocc - Central Office Cost	33830536	pers - Public Employees Retirement System	12/4/2024	12-2024	25,163.69
cocc - Central Office Cost	5464046237	sjgas - South Jersey Gas Company	11/22/2024	11-2024	420.35
cocc - Central Office Cost	5465500865	sjgas - South Jersey Gas Company	12/18/2024	12-2024	998.37
cocc - Central Office Cost	20243280039	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	0.00
cocc - Central Office Cost	20243280040	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	0.00
cocc - Central Office Cost	20243280041	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	0.00
cocc - Central Office Cost	20243280042	vha - HOUSING AUTHORITY CITY OF VINELAND	11/23/2024	11-2024	0.00
cocc - Central Office Cost	20243460579	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	0.00
cocc - Central Office Cost	20243460581	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	0.00
cocc - Central Office Cost	20243460582	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	0.00
cocc - Central Office Cost	20243460583	vha - HOUSING AUTHORITY CITY OF VINELAND	12/11/2024	12-2024	0.00
					343,339.72

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

RESOLUTION #2024-64

A Resolution Approving Dates for 2025 Board Meetings

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Vineland officially meets on the third Thursday of each month at 6 p.m. unless otherwise noted below.; and,

WHEREAS, the list of dates below identifies those Thursdays throughout the year, 2025, on which Board meetings have been scheduled; and,

Thursday, January 16, 2025
Thursday, February 20, 2025
Thursday, March 20, 2025
Thursday, April 17, 2025
Thursday, May 15, 2025
Thursday, June 19, 2025
Thursday, July 17, 2025
Thursday, August 21, 2025
Thursday, September 18, 2025
Thursday, October 16, 2025
Thursday, November 20, 2025
Thursday, December 18, 2025

WHEREAS, this list will be forwarded to the City of Vineland's Clerk and will be published in *The Daily Journal* and *The Press* well in advance of the January 2025 meetings.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the schedule of dates as listed above for the year 2025.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Asselta

Resolution seconded by Commissioner

Chapman

VOTE:

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

VINELAND HOUSING AUTHORITY



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 December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:


Jacqueline S. Jones, Executive Director
Secretary/Treasurer

AFFIDAVIT OF PUBLICATION

Order Number: 10873330

STATE OF WISCONSIN
Brown County

Of the **Daily Journal**, a newspaper printed in Freehold, New Jersey and published in Vineland, in State of New Jersey and Cumberland County, and of general circulation in Cumberland County, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been Published in said newspaper in the issue:

12/24/2024

Keegan Loran

Legal Clerk

Nancy Heyrman
Notary Public State of Wisconsin County of Brown
5.15.27

My commission expires

NANCY HEYRMAN
Notary Public
State of Wisconsin

VINELAND HOUSING AUTHORITY

BOARD OF COMMISSIONERS SCHEDULE OF MEETINGS FOR 2025

Listed below is the schedule of meetings of the Vineland Housing Authority's Board of Commissioners for the year 2025. All meetings are open to the public and will be held at the Vineland Housing Authority's Board Room located in the Administration Building, 191 W. Chestnut Ave., Vineland, NJ 08360. All meetings will begin promptly at 6 p.m. The Affordable Housing Corporation of Vineland Meeting will commence at the conclusion of the VHA meeting. For meeting documents go to: <https://www.vha.org/meetings-budget-vendor-agenda/>

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Thursday, April 17, 2025

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Thursday, June 19, 2025

Thursday, July 17, 2025

Thursday, August 21, 2025

Thursday, September 18, 2025

Thursday, October 16, 2025

Thursday, November 20, 2025

Thursday, December 18, 2025

12/24/2024 (\$12.40)



Order Confirmation

Not an Invoice

Account Number:	1103012
Customer Name:	Housing Authority City Of Vld
Customer Address:	Housing Authority City Of Vld 191 W Chestnut AVE Accounts Payable Vineland NJ 08360-5417
Contact Name:	Diana Morales
Contact Phone:	856-691-4099
Contact Email:	dmorales@vha.org
PO Number:	

Date:	12/20/2024
Order Number:	10877330
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	40.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
VIN Vineland Daily Journal	1	12/24/2024 - 12/24/2024	Public Notices
VIN thedailyjournal.com	1	12/24/2024 - 12/24/2024	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$33.40
Tax Amount	\$0.00
Service Fee 3.99%	\$1.33
Cash/Check/ACH Discount	-\$1.33
Payment Amount by Cash/Check/ACH	\$33.40
Payment Amount by Credit Card	\$34.73

Order Confirmation Amount	\$33.40
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Ad Preview

VINELAND HOUSING AUTHORITY

BOARD OF COMMISSIONERS SCHEDULE OF MEETINGS FOR 2025

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Thursday, October 16, 2025
Thursday, November 20, 2025
Thursday, December 18, 2025
12/24/2024 (\$12.40)

Gloria Pomales

From: Gloria Pomales
Sent: Thursday, December 19, 2024 7:10 PM
To: 'LEGALS, DJ'
Subject: Legal Ads - VINELAND HOUSING AUTHORITY
Attachments: 2025 VHA Meeting Dates Ad.doc

Publish the attached legal ad in-column in the Daily Journal – Vineland edition for (1) one day only as soon as possible. **Please confirm publication date of this ad.**

Send invoice and affidavit of publication to the VINELAND HOUSING AUTHORITY 191 W. CHESTNUT AVE., VINELAND, NJ 08360. Confirm publication date and that you were able to open attachment.

Should you have any questions, please contact me at 856-691-4099, ext. 106. Thank you.

Gloria Pomales

Vineland Housing Authority
191 W. Chestnut Ave.
Vineland, NJ 08360
856-691-4099

AFFIDAVIT OF PUBLICATION

State of New Jersey, County of Hudson, ss:

Hadley Christman, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of The Press of Atlantic City, a newspaper printed and published in the City of Linwood, distributed in the following counties: Atlantic, Camden, Cape May, Cumberland, Gloucester, and Ocean and mailed to various parts of the State of New Jersey, the United States, and foreign countries, does hereby certify that the Notice was published in The Press of Atlantic City on:

PUBLICATION DATES:

Dec. 28, 2024

NOTICE ID: pQfrBF3Z9kvhh7nEcaJR

PUBLISHER ID: COL9115

NOTICE NAME: SCHEDULE OF MEETINGS FOR 2025

Publication Fee: 49.84

All interested parties may rely upon the representations contained herein limited solely to the authenticity of the Notice accompanying this Certification to be an accurate reproduction of the same and the date upon which it was published.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

(Signed) Hadley Christman

VERIFICATION

State of New Jersey
County of Hudson

SHANNEA H HOLMES
NOTARY PUBLIC
STATE OF NEW JERSEY
My Commission Expires August 1, 2026

Subscribed in my presence and sworn to before me on this: 12/30/2024

Shanea H Holmes

Notary Public

Notarized remotely online using communication technology via Proof.

VINELAND HOUSING AUTHORITY

BOARD OF COMMISSIONERS SCHEDULE OF MEETINGS FOR 2025

Listed below is the schedule of meetings of the Vineland Housing Authority's Board of Commissioners for the year 2025. All meetings are open to the public and will be held at the Vineland Housing Authority's Board Room located in the Administration Building, 191 W. Chestnut Ave., Vineland, NJ 08360. All meetings will begin promptly at 6 p.m. The Affordable Housing Corporation of Vineland Meeting will commence at the conclusion of the VHA meeting. For meeting documents go to: <https://www.vha.org/meetings-budget-vendor-agenda/>

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Thursday, September 18, 2025
Thursday, October 16, 2025
Thursday, November 20, 2025
Thursday, December 18, 2025
Printer Fee: \$49.84
Pub Date: December 28th, 2024

Order #: COL9115



INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **The Press of Atlantic City** on the dates indicated below. If changes are needed, please contact us prior to deadline at help@column.us

Notice ID: pQrBF3Z9kyhh7nEcaJR | **Proof Updated: Dec. 20, 2024 at 08:23am EST**
Notice Name: SCHEDULE OF MEETINGS FOR 2025

See Proof on Next Page

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER

Gloria Pomales
gpomales@vha.org
(609) 399-1062

FILING FOR

The Press of Atlantic City

Columns Wide: 2

Ad Class: Legals

12/28/2024: General Legal	29.84
Legal Processing Fee	20.00

Total	\$49.84
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VINELAND HOUSING AUTHORITY

BOARD OF COMMISSIONERS SCHEDULE OF MEETINGS FOR 2025

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Thursday, September 18, 2025
Thursday, October 16, 2025
Thursday, November 20, 2025
Thursday, December 18, 2025
Printer Fee: \$49.84
Pub Date: December 28th, 2024

Order #: #####

Gloria Pomales

From: Gloria Pomales
Sent: Thursday, December 19, 2024 7:11 PM
To: 'ACY Classified Legals'
Subject: Legal Ads - VINELAND HOUSING AUTHORITY
Attachments: 2025 VHA Meeting Dates Ad.doc

Publish the attached legal ad **in-column** in the Atlantic City Press for (1) one day only **as soon as possible**. **Please confirm publication date of this ad.**

Send invoice and affidavit of publication to the VINELAND HOUSING AUTHORITY 191 W. CHESTNUT AVE., VINELAND, NJ 08360. Confirm publication date and that you were able to open attachment.

Should you have any questions, please contact me at 856-691-4099, ext. 106. Thank you.

Gloria Pomales

Vineland Housing Authority
191 W. Chestnut Ave.
Vineland, NJ 08360
856-691-4099

VINELAND HOUSING AUTHORITY

BOARD OF COMMISSIONERS SCHEDULE OF MEETINGS FOR 2025

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

RESOLUTION #2024-65

Resolution Appointing Jacqueline S. Jones as the Housing Authority of the City of Vineland's Fund Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund (JIF) for the Fund Year 2025

WHEREAS, the Housing Authority of the City of Vineland is a member of the New Jersey Public Housing 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 Commissioners of the Housing Authority of the City of Vineland hereby appoints Jacqueline S. Jones as its Fund Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2025.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Porter

Resolution seconded by Commissioner

Chapman

VOTE:

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

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

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

Gloria Pomales

From: Gloria Pomales
Sent: Thursday, December 19, 2024 7:17 PM
To: skrolian@permainc.com; Tracy Lopez
Cc: Jacqueline Jones
Subject: Vineland Housing Authority JIF Commissioner
Attachments: 2024-65 Appointing PHA JIF Fund Commissioner.pdf

Attached please find resolutions for the Vineland Housing Authority appointing Jacqueline Jones as Fund Commissioner for 2025.

Thank you. Have a Happy Healthy New Year! Gloria

Gloria Pomales

Vineland Housing Authority
191 W. Chestnut Ave.
Vineland, NJ 08360
856-691-4099

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

RESOLUTION #2024-66

Appointing Risk Management Consultant

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Vineland does hereby appoint Thomas H. Heist Insurance Agency as its Risk Management Consultant for the calendar year 2025 in accordance with 40A:11-5; and

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

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Chapman*

Resolution seconded by Commissioner *Asselta*

VOTE:

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

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

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

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 1st day of January, 25 between the Vineland Housing Authority (hereinafter referred to as the AUTHORITY) and Thomas H. Heist Insurance Agency (hereinafter referred to as the CONSULTANT).

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

WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held on December 19, 2024 and;

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

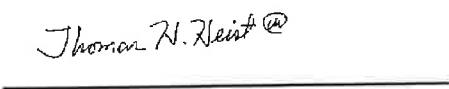
1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - a. Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b. Assist the AUTHORITY in understanding the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

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
- a. The AUTHORITY authorizes the FUND to pay its CONSULTANT compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
 - b. For any insurance coverage authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
 - c. If the AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the AUTHORITY a fee at the rate of \$100 per hour, in addition to actual expenses incurred.
3. The of this Agreement shall be one (1) year beginning on 1st day of January, 2025 and ending on 31st day of December, 2025. However, this agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:



ATTEST:



AUTHORITY:



CONSULTANT:



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

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

RESOLUTION #2024-67

Resolution Appointing Ronald Miller as the Housing Authority of the City of Vineland's
Public Agency Compliance Officer (P.A.C.O.)

WHEREAS, the Housing Authority of the City of Vineland as a Public Agency is required by law to designate a Public Agency Compliance Officer (P.A.C.O.) every year; and,

WHEREAS, the individual designated to serve as the P.A.C.O. will be the point of contact for all matters concerning the implementation and administration of the legal requirements of the Equal Opportunity Monitoring Program; and,

WHEREAS, the P.A.C.O. is also responsible for administering contracting procedures pertaining to equal employment regarding both the Public Agency and its service providers; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Vineland hereby appoints Ronald Miller as its Public Agency Compliance Officer (P.A.C.O.) for the year 2025.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Porter

Resolution seconded by Commissioner

Chapman

VOTE:

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

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

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

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

RESOLUTION #2024-68

**Certifying the 2023 Fiscal Year Annual Audit as Prescribed
by the New Jersey Local Finance Board**

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

WHEREAS, the annual audit report for the fiscal year ended September 30, 2023 has been completed and filed with the Vineland Housing Authority pursuant to N.J.S.A. 40A:5A-15; and

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

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

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Vineland Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30, 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 DECEMBER 19, 2024.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Chapman

Resolution seconded by Commissioner

Asselta

VOTE:

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

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

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

**Affidavit: Local Authorities
Fiscal Control Law (L.1983,C313)
as per FY End Audit: 9/30/2023**

Local Authorities Group Affidavit Form

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

Audit Review Certificate

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

1. We are duly appointed members of the Housing Authority of the City of Vineland.
2. We certify, pursuant to *N.J.S.A. 40A:5A-17*, that we have each reviewed the annual Audit Report for the Fiscal Year Ending September 30, 2023 and, specifically, the sections of the Audit Report entitled, "General Comments" and "Recommendations."

NAME

SIGNATURE

Mario Ruiz-Mesa

Mario Ruiz-Mesa

Chris Chapman

Chris Chapman

Daniel Peretti

Daniel Peretti

Brian Asselta

Brian Asselta

Albert Porter

Albert Porter

Iris Acosta-Jimenez

Iris Acosta-Jimenez

Sworn to and subscribed before me this 19th day of December, 2024.

Gloria Pomaless

Notary Public of New Jersey

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

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

RESOLUTION #2024-69

Approving Change Order #003 for
Kidston & Olivio Towers Fire Pump Replacement Project

WHEREAS, the Vineland Housing Authority solicited Invitation for Bids for the Fire Pump Replacement at Kidston and Olivio Towers; and

WHEREAS, the contract was awarded to J.H. Williams Enterprise, Inc. with Resolution 2023-56 at the October 19, 2023, board meeting; and

WHEREAS, change order #003 - \$6,979.18 is necessary for the replacement of the testing of the jockey pump, diesel fuel tank issue, restocking fee and punch list not included in the contract documents; and

WHEREAS, the aforementioned change order shall not exceed \$6,979.18 and is described and attached herein; and

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby accepts the change order of \$6,979.18 for the Kidston & Olivio Towers Fire Pump Replacement Project.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner *Chapman*

Resolution seconded by Commissioner *Asselta*

VOTE:

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

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

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

CERTIFICATION

Funding is available for:

Fire Pump Replacement at Kidston and Olivio Towers

from the Home Ownership Funds. The line item to be charged for the above expenditure is Account # 1400-06-000.



Wendy Hughes
Certifying Financial Officer

12/19/24
Date



AIA® Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> 22-033 Kidston & Olivio - Fire Pump Replacement 1040-1044 E. Landis Ave.	CONTRACT INFORMATION: Contract For: General Construction Date: 11/16/2023	CHANGE ORDER INFORMATION: Change Order Number: 003 Date: 12/11/2024
OWNER: <i>(Name and address)</i> Vineland Housing Authority 191 W. Chestnut Ave. Vineland, NJ 08360	ARCHITECT: <i>(Name and address)</i> Donovan Architects, LLC 9 Tanner St., Suite 201, Haddonfield NJ 08033	CONTRACTOR: <i>(Name and address)</i> J. H. Williams, Inc. 513 Pleasant Valley Avenue, Moorestown, NJ 08057

THE CONTRACT IS CHANGED AS FOLLOWS:

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

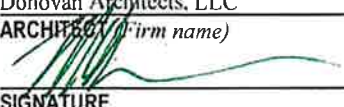
- Testing of the Jockey Pump;
- Diesel fuel tank issue;
- Restocking fee;
- Repairs requested with Punchlist.

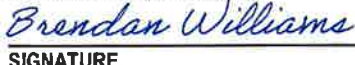
The original Contract Sum was	\$ 558,900.00
The net change by previously authorized Change Orders	\$ 22,060.62
The Contract Sum prior to this Change Order was	\$ 580,960.62
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,979.18
The new Contract Sum including this Change Order will be	\$ 587,939.80

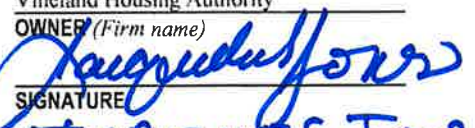
The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

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

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

Donovan Architects, LLC
ARCHITECT *(Firm name)*

SIGNATURE
Michael Donovan, Principal
PRINTED NAME AND TITLE
12/11/2024
DATE

J. H. Williams, Inc.
CONTRACTOR *(Firm name)*

SIGNATURE
Brendan Williams, Vice President
PRINTED NAME AND TITLE
12/12/2024
DATE

Vineland Housing Authority
OWNER *(Firm name)*

SIGNATURE
Jacqueline S. Jones
PRINTED NAME AND TITLE
12/19/24
DATE
Exec Dir

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

RESOLUTION #2024-70

Resolution Awarding Architectural and Engineering Services Contract

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

WHEREAS, two Architectural and Engineering companies submitted Requests for Proposals; and

WHEREAS, the Contract Committee has reviewed the two Requests for Proposals submitted; and

WHEREAS, the Contract Committee agreed to recommend to the Board of Commissioners a nine-month contract to J.W. Pedersen, Architect to provide the Housing Authority of the City of Vineland with its Architectural and Engineering Services for nine-month contract commencing January 1, 2025 through September 30, 2025 per the rates attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Architectural and Engineering Services contract to J.W. Pedersen, Architect for the term indicated above.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Asselta

Resolution seconded by Commissioner

Chapman

VOTE:

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

VINELAND HOUSING AUTHORITY



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 December 19, 2024 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:

ARCHITECTURAL & ENGINEERING SERVICES CONTRACT

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



Wendy Hughes
Certifying Financial Officer

12/19/24
Date

Comparison of A&E Firms Submitting RFP 2024-2025

Evaluation Factors	Vendor Name						
	Possible Points	Joseph F. McKernan Architects & Associates	JW Pedersen Architect				
1. A/E Firm Qualifications/ Executive Summary The experience and qualifications of the A/E firm evidenced by resumes of the key members of the firm. The degree to which members of the firm have successfully worked together on similar projects will be given consideration. Previous experience working with the VHA.	20	17.67	19.00				
2. The degree to which the references are relevant to the proposal and the degree to which reference checks provide affirmation of the Respondent's ability to develop and manage a project in a timely and professional manner.	5	5.00	5.00				
3. LEED Experience and/or Certification	5	5.00	5.00				
4. Demonstrates expertise in affordable housing design and development in accordance with federal housing and low-income housing tax credit standards.	15	12.33	12.67				
5. Organizational Capacity to Complete Services in Timely Manner. Indicate the availability of the key members to complete the scope of work in a timely and efficient manner.	10	7.67	7.33				
6. Housing Experience Demonstrated success in assembling A/E design packages for public housing. Demonstrates the ability to meet project construction target; and any additional construction costs caused by design deficiencies. Demonstrated successful experience completing similar projects (design and construction administration).	20	17.33	18.33				
7. Previous HUD Sponsored/Public Housing Projects SF-330 – Provide completed standard form 330. Form HUD-2530 – Provide completed Previous Participation Certificate	15	12.33	12.33				
8. Cost of Services What control techniques are planned? Who will be responsible for control?	10	7.67	9.00				
Total Average Score	100	85.00	88.67	0.00	0.00		
Cost Breakdown							
Principle Architect per hour		\$ 195.00	\$ 195.00				
Staff Architect per hour		\$ 185.00	\$ 125.00				
Clerical per hour		\$ 95.00	\$ 85.00				
Draftsperson/CAD per hour		\$ 145.00	\$ 100.00				
Project Manager per hour		\$ 180.00	\$ 165.00				
Civil Engineer per hour		\$ 330.00	\$ 225.00				
Electrical Engineer per hour		\$ 255.00	\$ 200.00				
Mechanical Engineer per hour		\$ 255.00	\$ 200.00				

THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING - VENDOR MUST FILL IN ALL FIELDS - DO NOT ALTER FORM

Architectural & Engineering Services
UNIT PRICING TABLE PAGE 1 OF 2

CODE	DESCRIPTION	BILLING RATE PER HOUR	ESTIMATED HOURS	TOTAL PRICE
AE-PRIN	Provide price per hour for Principle\Senior Architect	\$195.00	40	\$7,800.00
AE-ARCH	Provide price per hour for staff Architect	\$125.00	20	\$2,500.00
AE-CLERICAL	Provide price per hour for clerical work.	\$ 85.00	10	\$850.00
AE-CAD	Provide price per hour for Draftsperson\CAD operator	\$100.00	20	\$2,000.00
AE-PJCTMGR	Provide price per hour for a project manager.	\$165.00	20	\$3,300.00
AE-ENG-CIVIL	Provide price per hour for civil engineering work. Principle Rate. Vendor must identify the firm being used as required in RFP.	\$225.00	5	\$1,125.00

CONTINUED ON PAGE 2



THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING - VENDOR MUST FILL IN ALL FIELDS - DO NOT ALTER FORM

Architectural & Engineering Services
UNIT PRICING TABLE PAGE 2 OF 2

AE-ENG-ELEC	Provide price per hour for electrical engineer. Principle Rate. Vendor must identify the firm being used as required in RFP.	\$200.00	5	\$1,000.00
AE-ENG-MECH	Provide price per hour for mechanical engineer. Principle Rate. Vendor must identify the firm being used as required in RFP.	\$200.00	5	\$1,000.00

ESTIMATED QUANTITIES LISTED ARE FOR CALCULATION PURPOSES ONLY.
THE HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST THESE QUANTITIES AS NEEDED.

Total Price of all rows	\$	\$19,575.00
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Nineteen thousand, five hundred and seventy five dollars

TOTAL PRICE IN WRITTEN WORD FORM

The bid price is to contain all direct and indirect costs, including out-of-pocket expenses.

J.W. Pedersen, Architect BY: John W. Pedersen

Firm Name

1199 E. Park Ave., Vineland, NJ 08360

Street, Town, State, Zip Code

(856) 692-5622 (856) 692-0585

Telephone Fax

Sworn to and subscribed before me

Signature of proposer if the proposer is an individual

Signature of partner if proposer is a partnership

Signature of officer if the proposer is a corporation

day of 12 December 20 24

Notary Public

(SEAL)

President

Title

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

RESOLUTION #2024-71

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

WHEREAS, throughout Fiscal Year-Ending 2024, the Housing Authority of the City of Vineland (Authority) has entered into various Shared Services Agreements with other Housing Authorities and other owners to administer Housing Assistance Payment Contracts within the State of New Jersey;

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

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

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

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

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

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

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

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

1. The Authority employees who are currently employed in the above-mentioned positions of shall receive a one-time compensation bonus on or about September 30, 2024.
2. The funding source of the one-time compensation bonus shall be derived solely from any increased revenue collected by the Authority in connection with the Managerial Services, Shared Services Agreements and Housing Assistance Payment Agreements for the fiscal year-ending 2024.
3. Additional funding sources for Year-Ending 2024 include additional fees from the Shared Services Agreements with the Ocean City Housing Authority and the Cape May Housing Authority. Specifically, the Ocean City Housing Authority authorized and paid an additional \$10,000, to be distributed as follows: \$5,000 to the Executive Director and \$5,000 to be distributed at the Executive Director's discretion.

4. The compensation bonuses shall be provided as a percentage of the respective employee's annual base salary not to exceed 18% percent, and shall be commensurate with the amount of additional time and the extent of increased job responsibilities of each respective employee, as determined by the Board after consultation with the Executive Director. The one-time compensation bonus shall be calculated as a percentage of the respective employee's base annual salary for the fiscal year-ending 2024.
5. The one-time compensation bonus provided to the Authority's Executive Director shall be provided as a percentage of the Executive Director's annual salary not to exceed 17% percent, and shall be commensurate with the amount of additional time and the extent of increased job responsibilities of the Executive Director, as determined by the Board after consultation with the Authority's solicitor. The one-time compensation bonus shall be calculated as a percentage of the respective employee's base annual salary for the fiscal year-ending 2024.
6. Nothing in this Resolution affects or modifies the aforementioned employees' exempt status under the Fair Labor Standards Act, the New Jersey Wage and Hour Law, and/or any other applicable Federal and State Laws.
7. The one-time compensation bonus shall not be included as part of the respective employees' base salary.
8. The one-time compensation bonus is provided as a one-time payment to the employees for the reasons set forth herein, and does not create any obligation by the Authority or expectation of the employee that additional bonuses will be paid in any other Calendar Year, notwithstanding and regardless of whether the Authority experiences an increase, decrease, or no change in its annual revenue or is the recipient of any additional source(s) of funding.

ADOPTED: December 19, 2024

MOVED/SECONDED:

Resolution moved by Commissioner

Asselta

Resolution seconded by Commissioner

Chapman

VOTE:

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

VINELAND HOUSING AUTHORITY

Mario Ruiz-Mesa

BY: Mario Ruiz-Mesa, Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on December 19, 2024 at the Authority's principal corporate office at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By:

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