

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018-01

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE
PERIOD OF DECEMBER 11, 2017 THROUGH JANUARY 12, 2018.**

WHEREAS, the attached listing of Accounts Payable for the period of December 11, 2017 through January 12, 2018 was reviewed and found acceptable.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of the Housing Authority of Bergen County do hereby approve payment of all checks identified on the attached listing for the period of December 11, 2017 through January 12, 2018 in the amount of Nine Hundred Forty-One Thousand Six Hundred Sixty-Four Dollars and Eleven Cents (\$941,664.11).

Resolution adopted as read on motion by Commissioner English-Rolleson
seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rolleson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE


Daniel Ortega, CHAIRMAN


LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018-02

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE PERIOD OF DECEMBER 11, 2017 THROUGH JANUARY 12, 2018 FOR THE HOUSING DEVELOPMENT CORPORATION OF BERGEN COUNTY.

WHEREAS, the attached listing of Accounts Payable for the period of December 11, 2017 through January 12, 2018 for the Housing Development Corporation of Bergen County, was reviewed and found acceptable.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of the Housing Authority of Bergen County do hereby approve payment of all checks identified on the attached listing for the period of December 11, 2017 through January 12, 2018 in the amount of Four Hundred Thirty-Four Thousand Nine Hundred Sixty-Two Dollars and Twenty-Two Cents (\$434,962.22).

Resolution adopted as read on motion by Commissioner English Rolleson seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rolleson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE


Daniel Ortega, CHAIRMAN


LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY

RESOLUTION 2018-03

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE APPOINTMENT OF THREE COMMISSIONERS TO SERVE AS TRUSTEES ON THE BOARD OF THE HOUSING DEVELOPMENT CORPORATION OF BERGEN COUNTY.

WHEREAS, the Commissioners of the Housing Authority of Bergen County appoint the following Commissioners to serve as Trustees on the Housing Development Corporation of Bergen County:

- 1. Steven Weinstein
- 2. Joanne English-Rolleson
- 3. Daniel Ortega

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve the appointment of the aforementioned Commissioners to serve as Trustees on the Board of the Housing Development Corporation of Bergen County.

Resolution adopted as read on motion by Commissioner English-Rolleson, seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rolleson	↓			
Junior Hernandez	↓			
Steven E. Kopf	↓			
Daniel Ortega	↓			
Danielle Peterson	↓			
Bob Taschler	↓			
Steven Weinstein	↓			

January 25, 2018
DATE

Daniel Ortega
Daniel Ortega, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY

RESOLUTION 2018-04

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE APPOINTMENT OF THREE COMMISSIONERS TO SERVE AS TRUSTEES ON THE BOARD OF THE COMMUNITY HOUSING RESOURCE BOARD OF SOUTHERN BERGEN COUNTY.

WHEREAS, the Commissioners of the Housing Authority of Bergen County appoint the following Commissioners to serve as Trustees on the Board of the Community Housing Resource Board of Southern Bergen County;

1. Junior Hernandez
2. Joanne English-Rolleson
3. Daniel Ortega

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve the appointment of the aforementioned Commissioners to serve as Trustees on the Board of the Community Housing Resource Board of Southern Bergen County.

Resolution adopted as read on motion by Commissioner English-Rolleson, seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rolleson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE

Daniel Ortega
Daniel Ortega, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018-05

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF
BERGEN COUNTY AUTHORIZING PURCHASES UNDER THE STATE OF NEW
JERSEY COOPERATIVE PURCHASING PROGRAM.**

WHEREAS, the Housing Authority of Bergen County, pursuant to N.J.S.A 40A:11-12(a) and N.J.A.C. 5:34-7.29(c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS, the Housing Authority of Bergen County has the need on a timely basis to procure goods or services utilizing the State of New Jersey Cooperative Purchasing Program; and

WHEREAS, the Housing Authority of Bergen County intends to enter periodically into contracts with the attached referenced State contract vendors through this resolution and properly executed purchase orders, which shall be subject to all the conditions applicable to current State Contracts.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, of the Housing Authority of Bergen County authorize the purchase of certain goods and services from those approved New Jersey State contract vendors on the attached list, pursuant to all the conditions of the individual State contracts.

BE IT FURTHER RESOLVED by the Board of Commissioners, that, pursuant to N.J.A.C. 5:30-5.5(b), prior to placing an order, a certification of available funds at such time as the goods or services are called for is made by the Contracting Officer via an authorized Purchase Order.

BE IT FURTHER RESOLVED that the duration of this authorization shall be effective for a period of **One (1) Fiscal Year until March 31, 2019** or upon the expiration of the vendors' contract whichever event first occurs.

Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rollieson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE



Daniel Ortega, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018-06

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING AN ADDITIONAL YEAR UNDER THE OPTION TO RENEW A ONE YEAR CONTRACT EXTENSION WITH LUXURY FLOORS, 110 VERONA AVE., NEWARK NEW JERSEY FOR CARPETING & FLOORING INSTALLATION SERVICES ON AN AS NEEDED BASIS FOR A PERIOD OF ONE YEAR BEGINNING APRIL 1, 2018 THROUGH MARCH 31, 2019.

WHEREAS, a certain contract between the Housing Authority of Bergen County and Luxury Floors, Inc. expires on March 31, 2018; and

WHEREAS, the parties wish to extend and continue said contract; and

WHEREAS, original Resolution #2016-11 contains a provision allowing the Authority, at its sole discretion, to extend the contract for one (1) additional year at the predetermined pricing submitted with the original bid; and

WHEREAS, the Purchasing Officer confirms that the Authority has had a continued favorable working relationship with this Firm and that it is qualified and possesses the experience to satisfactorily complete these services; and

WHEREAS, said contract be extended for one (1) additional year commencing upon the expiration of the original term, and shall now be due to expire on March 31, 2019; and

WHEREAS, the Authority agrees to pay Luxury Floors Inc. for the continued performance of the Contract for which the total fee shall not exceed the amount of One Hundred and Fifty Thousand Dollars (\$150,000.00) and Zero Cents for the period beginning April 1, 2018 and terminating on March 31, 2019; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, or its designee, is hereby authorized to conclude, execute and deliver on behalf of the Housing Authority of Bergen County, a Contract with Luxury Floors, Inc. for the provision of Carpeting & Flooring Installation Services on an as needed basis at all of the Authority's facilities at the aforementioned amounts.

Resolution adopted as read on motion by Commissioner English-Rollieson
seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rollieson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE


Daniel Ortega, CHAIRMAN


LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY

RESOLUTION 2018-07

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING A CONTRACT WITH LAN ASSOCIATES, 445 GODWIN AVENUE, MIDLAND PARK, NJ FOR PROFESSIONAL A/E SERVICES FOR THE OIL-FIRED BOILER REPLACEMENT AND UNDERGROUND OIL STORAGE TANK REMOVAL AT BROOKSIDE GARDENS, BERGENFIELD, NJ.

WHEREAS, on December 5, 2017 the Authority requested proposals from LAN Associates who is a "pre-qualified" consultant to provide professional services for the Oil-Fired Boiler Replacement and Underground Oil Storage Tank Removal at Brookside Gardens, Bergenfield, NJ; and

WHEREAS, LAN Associates submitted a proposal to provide professional engineering services and prepare plans and specifications in the following amounts:

Task I: Oil-Fired Boiler Replacement
Proposal \$20,600.00

Task II: Underground Oil Storage Tank Removal
Proposal \$17,500.00

Task III: Air Permit
Proposal \$2,800.00

Cumulative Proposal Total (3) Tasks \$40,800.00

WHEREAS, the Authority has had favorable prior experience with this firm and they are qualified and possess the experience to satisfactorily complete these services; and

WHEREAS, sufficient funds are available to compensate the consultant, for the entire scope of work, (as confirmed by the attached certification of funds) and the Contracting Officer recommends that the Board of Commissioners adopt a resolution awarding the contract to LAN Associates in the amount of **\$40,800.00** which shall be encumbered from the operating budget at such time as the services are rendered, as allowed under N.J.A.C. 5:30-5 (b)-2. Amounts in excess of \$40,800.00 will require the consultant to submit a change order proposal and adoption of board resolution authorizing the expenditure of additional funds.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve awarding a contract to LAN Associates, 445 Godwin Avenue, Midland Park, NJ for Professional A/E services for the Oil-Fired Boiler Replacement & Underground Oil Storage Tank Removal at Brookside Gardens, Bergenfield, NJ.

Resolution adopted as read on motion by Commissioner English-Rollieson seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rollieson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE

LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

Daniel Ortega
Daniel Ortega CHAIRMAN

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018 - 08

**RESOLUTION BY THE COMMISSIOENRS OF THE HOUSING AUTHORITY OF
BERGEN COUNTY AUTHORIZING (3) FIRMS TO BE PLACED ON A LIST OF
QUALIFIED TAX CREDIT CONSULTANTS**

WHEREAS, on January 9, 2018 the Authority accepted qualifications proposals for Tax Credit Consultant for upcoming project/developments; and

WHEREAS, Three (3) Qualifications Proposals were received, and after careful review by the Authority's Evaluation Committee all three (3) Firms were deemed responsive, possess the professional, financial and administrative credentials and requisite capabilities, and are qualified to perform professional services for the Authority's facilities in their respective fields of expertise on an as needed basis on upcoming projects as they become available; and

WHEREAS, it is the recommendation of the Evaluation Committee and the Contracting Officer that the Commissioners adopt a resolution authorizing the following three (3) Firms to be placed on the "List of Qualified Tax Credit Consultants", said list to be effective for a period of Two (2) years beginning February 1, 2018 and terminating on January 31, 2020 with the option to renew for one (1) additional year at the sole discretion of the Authority; and

MGB Housing & Tax Credit Consultants, LLC.

2338 S. Whitmore St., Furlong, PA18925
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The Metro Company, LLC.

242 10 th St., Suite 103, Jersey City, NJ 07302
--

Nan McKay & Associates, Inc.

1810 Gillespie Way, Suite 202, El Cajon, CA 92020

WHEREAS, as specific needs are identified, Firms may be selected from the "List" at the discretion of the Housing Authority of Bergen County to be offered engagements to provide Tax Credit Consultant services on a periodic, as-needed basis, as determined by the Housing Authority of Bergen County through the issuance of engagement letters with specific requirements and terms of each engagement based on the correlation between the type/complexity of the work required and the areas of specialization/expertise of the Firm; and

WHEREAS, firms will be asked to submit a total not-to-exceed amount for each project/development as requested, based on relevant hourly rates submitted with the Firm's original Qualifications Proposal; and

WHEREAS, during the effective term of the "List", the Housing Authority of Bergen County cannot guarantee any minimum or maximum volume of work, if any, for Firms selected to be placed on the "List"

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve the aforementioned Firms to be placed on the "List"

of Qualified Tax Credit Consultants” for upcoming projects/developments as set forth above.

Resolution adopted as read on motion by Commissioner English-Rollieson
seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rollieson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE

Daniel Ortega
Daniel Ortega CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018-09

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH ARCARI & IOVINO ARCHITECTS PC FOR CHANGE ORDER NO. 2 TO PROVIDE ADDITIONAL A/E SERVICES FOR IN CONJUNCTION WITH THE KITCHEN RENOVATIONS AT HIGHLAND VIEW APARTMENTS, PALISADES PARK, NJ

WHEREAS, the Authority identified a need for adding items to the kitchen renovations at Highland View Apartments, Palisades Park, NJ and

WHEREAS, Arcari & Iovino Architects PC provided a fixed fee cost of \$4,000.00 to revisit each unit, confirm layout and dimensions and to administer the contract, and

WHEREAS, the Authority evaluated the proposal and found it to be both justified and reasonable, and

WHEREAS, Change Order No. 2 meets the requirements of N.J.A.C. 5:30-11.4, , and

WHEREAS, the Authority has had a continued favorable working relationship with this contractor and they are qualified and possess the experience to satisfactorily complete these projects, and

WHEREAS, the Director of Finance has certified that sufficient funds are available in the budget to cover these services on a case by case and on an as needed basis which shall be encumbered from the operating budget at such time as the services are rendered, as allowed under N.J.A.C. 5:30-5 (b)-2.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, or its designee, is hereby authorized to conclude, execute and deliver on behalf of the Housing Authority of Bergen County a contract with **Arcari & Iovino Architects PC** for Change Order No. 2 to provide additional A/E services for the Kitchen Renovations at Highland View Apartments, Palisades Park, NJ.

Resolution adopted as read on motion by Commissioner English-Rolliesson,
seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rolliesson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE


LYNN BARTLETT, EXECUTIVE DIRECTOR


Daniel Ortega, CHAIRMAN

HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY

RESOLUTION 2018 - 10

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF
BERGEN COUNTY APPROVING THE ANNUAL FISCAL BUDGET FOR THE
HOUSING AUTHORITY OF BERGEN COUNTY FOR THE FISCAL YEAR BEGINNING
APRIL 1, 2018 AND ENDING MARCH 31, 2019.

PHA Board Resolution
Approving Operating Budget

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

OMB No. 2517-0025
(exp. 07/31/2019)

Public reporting burden for this collection of information is estimated to average 18 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

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

PHA Name: Bergen County Housing Authority

PHA Code: NJ067

PHA Fiscal Year Beginning: 4/1/2018

Board Resolution Number:

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

DATE

- ☒ Operating Budget approved by Board resolution on: 01/25/2018
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

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

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

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

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

Print Board Chairperson's Name: Daniel Ortega	Signature: 	Date: 1-25-18
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Previous editions are obsolete

form HUD-52574 (04/2013)

Resolution adopted as read on motion by Commissioner English-Rollieson seconded by
Commissioner Taschler.

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Junior Hernandez	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			
Daniel Ortega	✓			

January 25, 2018
DATE


Daniel Ortega CHAIRMAN


LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018-11

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY ACKNOWLEDING COMPLIANCE WITH THE LOCAL AUTHORITIES BOARD PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD.

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year fiscal year ending March 31, 2016 has been filed by a Registered Municipal Accountant with the Clerk of the Board of Freeholders pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Board of Commissioners of the Housing Authority of Bergen County hereby state that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Taschler. Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Junior Hernandez	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			
Daniel Ortega	✓			

January 25, 2018

DATE

LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

Daniel Ortega, CHAIRMAN

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

**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 Bergen County, being of full age and being duly sworn according to the law, upon our oath depose and say:

1. We are duly appointed members of the Housing Authority of Bergen County;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the fiscal year ending March 31, 2016;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

NAME

SIGNATURE

Daniel Ortega, Chairman



Steven Weinstein, Vice-Chairman

J. English Rollieson, Treasurer

Junior Hernandez, Commissioner

Steven Kopf, Commissioner

Danielle Peterson, Commissioner

Bob Taschler, Commissioner

Sworn to and subscribed before me
this ____ day of _____, 2018.

Notary Public of New Jersey

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2018 -12

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF
BERGEN COUNTY ADOPTING A CASH MANAGEMENT PLAN.**

WHEREAS, it is in the best interest of the Housing Authority of Bergen County to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, P.L.1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

WHEREAS, the law requires that each local unit shall adopt a cash management plan.

NOW, THEREFORE, BE IT RESOLVED, that the following shall constitute the Cash Management Plan for the Housing Authority of Bergen County and the Executive Director, or her designee, shall deposit and manage it funds pursuant to this plan:

Definitions

1. Executive Director shall mean the Executive Director of the Housing Authority of Bergen County or his/her designee.
2. Fiscal Year shall mean the twelve month period ending March 31st.
3. Cash Management Plan shall mean that plan as approved by resolution.

Designation of Depositories

At least once each fiscal year the governing body shall by resolution designate the depositories for the Housing Authority of Bergen County in accordance with N.J.S.A. 40A:5-14. The Housing Authority of Bergen County designates Bogota Savings Bank, Capital One Bank, Bank of New York Mellon, Wells Fargo Bank NA, TD Bank NA, PNC Bank NA, Lakeland Bank, Clifton Savings Bank NA, and other Government Unit Deposit Protection Act (GUDPA) approved banking institutions.

Audit Requirements

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

Authority to Invest

The Board of Commissioners shall pass a resolution at its first meeting of the fiscal year designating the official who shall make and be responsible for deposits and investments. The Executive Director of the Housing Authority of Bergen County is so authorized.

Investment Instruments

The Executive Director shall invest at his/her discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.1.

Records and Reports

2. The Executive Director shall report all investments in accordance with N.J.S.A.40A:5-15.2.
3. At a minimum the Executive Director shall:

- a. Keep a record of all investments.
- b. Keep a cash position record which reveals, on a daily basis, the status of the cash in its bank account.
- c. Confirm investments with the Board of Commissioners at the next regularly scheduled meeting.
- d. Report monthly to the Board of Commissioners as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

Cash Flow

- 1. The Executive Director shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
- 2. All monies, shall be turned over to the Executive Director or her designee and deposited in accordance with N.J.S.A. 40A:5-15.
- 3. The Executive Director is authorized and directed to invest surplus funds of the Housing Authority of Bergen County as the availability of the funds permit. In addition, it shall be the responsibility of the Executive Director to minimize the possibility of idle cash by depositing the monies in interest bearing accounts wherever practical and in the best interest of the Housing Authority of Bergen County.
- 4. The Executive Director shall ensure that funds are borrowed for Capital Projects in a timely fashion.

Signatories

The signatories of the Housing Authority Bergen County shall be Chairman, Vice Chairman, Treasurer and Secretary/Executive Director. Each bank transaction must be supported at a minimum with signature by two of the aforementioned officials.

Resolution adopted as read on motion by Commissioner English-Rolleson, seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Junior Hernandez	✓			
Joanne English Rolleson	✓			
Steven E. Kopf	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			
Daniel Ortega	✓			

January 25, 2018
DATE

Daniel Ortega
Daniel Ortega, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY

RESOLUTION 2018-13

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY ADOPTING THE ANNUAL AND FIVE-YEAR AGENCY PLAN FOR SUBMISSION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR APPROVAL.

WHEREAS, pursuant to requirements as set out in the Quality Housing and Work Responsibility Act of 1998, HUD requires that the Housing Authority submit an Annual and Five-Year Agency Plan for its programs; and

WHEREAS, a public hearing was advertised on November 24, 2017, and held on January 9, 2018, at which time no members of the public appeared; and

WHEREAS, the Commissioners of the Housing Authority of Bergen County have reviewed said documents; and

WHEREAS, said plan will be updated/modified each year for submission to HUD for approval after review and approval by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby adopt the Annual Agency Plan beginning with the year 2018 and approve the plan submission to HUD for approval.

Resolution adopted as read on motion by Commissioner English Rollieson,
seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Joanne English Rollieson	✓			
Junior Hernandez	✓			
Steven E. Kopf	✓			
Daniel Ortega	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			

January 25, 2018
DATE

Daniel Ortega
Daniel Ortega, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY

RESOLUTION 2018 -14

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE ANNUAL BUDGET AND CAPITAL BUDGET/PROGRAM FOR THE HOUSING AUTHORITY OF BERGEN COUNTY FOR THE FISCAL YEAR BEGINNING APRIL 1, 2018 AND ENDING MARCH 31, 2019.

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of Bergen County for the fiscal year beginning April 1, 2018 and ending March 31, 2019, has been presented before the Commissioners of the Housing Authority of Bergen County at its open public meeting of January 26, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$49,657,869. Total appropriations, including any Accumulated Deficit if any, of \$49,532,072. and a Total Fund Balance utilized of \$ -0- ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$252,300. and a Total Fund Balance planned to be utilized as funding thereof, of \$ -0- ; and

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County, at an open public meeting, including appended Supplemental Schedules and the Capital Budget/Program of the Housing Authority for the fiscal year beginning April 1, 2018 and ending March 31, 2019 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of Bergen County will consider the annual budget and capital budget/program for adoption on March 22, 2018.

Resolution adopted as read on motion by Commissioner English Rolleson seconded by Commissioner Taschler.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Junior Hernandez	✓			
Joanne English Rolleson	✓			
Steven E. Kopf	✓			
Danielle Peterson	✓			
Bob Taschler	✓			
Steven Weinstein	✓			
Daniel Ortega	✓			

January 25, 2018
DATE

Daniel Ortega
Daniel Ortega, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY