

ENGLEWOOD HOUSING AUTHORITY

111 West Street

Englewood, New Jersey 07631

Tel.: (201) 871-3451

Fax: (201) 871-5908


RESOLUTION NO. 11 – 23 - 2015 (1)

OFFERED BY: Chairman Bruce Kane

SECONDED BY: Commissioner Raymond Aspinwall

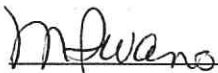
**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

To approve the October 26, 2015 Board Meeting minutes.



Bruce Kane, Chairman

ATTEST



Maria Iwano, Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

At the Board Meeting of November 23, 2015 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution November 23, 2015 (1) as carried.

ENGLEWOOD HOUSING AUTHORITY

111 West Street

Englewood, New Jersey 07631

Tel.: (201) 871-3451 Fax: (201) 871-5908

TTY: (201) 871-5981

RESOLUTION NO. 11-23-15 (2)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO WILLIAM
KATCHEN, C.P.A. FOR ACCOUNTING SERVICES**

OFFERED BY: Chairman Bruce Kane

SECONDED BY: Commissioner Raymond Aspinwall

WHEREAS, the Housing Authority of the City of Englewood requires accounting services; and

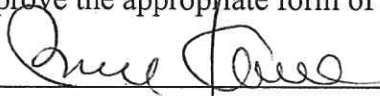
WHEREAS, in accordance with its procurement policy of the Housing Authority did issue Requests for Proposals and did receive one on Thursday, November 19, 2015; and

WHEREAS, the Authority reviewed the offers and determined that **William Katchen, C.P.A.** is a responsible firm which submitted the most advantageous offer in accordance with the Request for Proposal; and


WHEREAS, based upon its evaluation and review of references the Housing Authority staff recommends that **William Katchen, C.P.A.** be awarded a contract for a period of one year in the amount of \$45,000.00 payable in equal monthly installments of \$3,750.00; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that a contract for accounting services for the Englewood Housing Authority be awarded to **William Katchen, C.P.A.** for a period of one year in the amount of \$45,000.00 payable in equal monthly installments of \$3,750.00; and

BE IT RESOLVED that legal counsel shall approve the appropriate form of contract.


Bruce Kane, Chairman

ATTEST:


Maria Iwano, Executive Director

Chairman Bruce Kane

Vice Chairman Ira Dermansky

Commissioner Raymond Aspinwall

Commissioner Raul Correa

Commissioner Jennifer Johnson-Rothman

Aye

Aye

Aye

Aye

Aye

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

2016 FEE ACCOUNTANT

COMPANY	AMOUNT
William Katchen, C.P.A. 596 Anderson Avenue, Suite 303 Cliffside Park, New Jersey 07010	\$45,000.00 yearly \$3,750.00 monthly installments

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

Resolution No. 11-23-15 (3)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AWARD OF A CONTRACT TO BRESLIN & BRESLIN, P.A. FOR
LEGAL SERVICES**

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Commissioner Jennifer Johnson-
Rothman

WHEREAS, the Housing Authority of the City of Englewood requires legal services for the Englewood Housing Authority; and

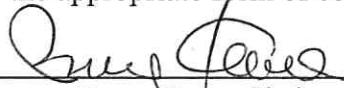
WHEREAS, in accordance with its procurement policy of the Housing Authority did issue Requests for Proposals and did receive one on Thursday, November 19, 2015; and

WHEREAS, the Authority reviewed the offers and determined that **Breslin & Breslin, P.A.** is a responsible firm which submitted the most advantageous offer in accordance with the Request for Proposal; and

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff recommends that **Breslin & Breslin, P.A.** be awarded a contract for a period of one year in the amount of \$45,600.00 payable in equal monthly installments of \$3,800.00 for legal services for Englewood Housing Authority.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that a contract for legal services for the Englewood Housing Authority be awarded to **Breslin & Breslin, P.A.** for a period of one year in the amount of \$45,600.00 payable in equal monthly installments of \$3,800.0 ; and

BE IT RESOLVED that legal counsel shall approve the appropriate form of contract.



Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ATTEST:



Maria Iwano, Executive Director

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

2016 LEGAL SERVICES

COMPANY NAME	AMOUNT
**Breslin & Breslin, P.A. 41 Main Street Hackensack, New Jersey 07601	\$45,600.00 annual fee \$3,800.00 monthly installments

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel: (201) 871-3451 Fax: (201) 871-59085
TTY: (201) 871-8951

RESOLUTION NO. 11-23-15 (4)

OFFERED BY: Chairman Bruce Kane
SECONDED BY: Commissioner Raymond Aspinwall

**RESOLUTION OF THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
APPROVING THE LATE FILING OF THE 2016 BUDGET**

Whereas, the Englewood Housing Authority is required to submit the approved Budget 60 days prior to the start of the fiscal year to the State of New Jersey, and;

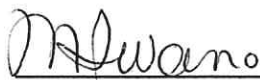
Whereas, the Budget preparation was delayed until the Authority was able to reasonably determine amounts of insurance and health benefit expense, and;

Whereas, the Authority has estimated the amounts of the insurance and health benefit expenses required to be included in the proposed budget.

Now Therefore Be It Resolved by the Commissioners of the Englewood Housing Authority approving the late filing of the 2016 Budget.



Bruce Kane, Chairman



Maria Iwano, Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

Board Resolution Approving the AMP Budgets

PHA Board Resolution
Approving Operating Budget

OMB No. 2577-0026 Approving
(exp. 10/31/2009)

RESOLUTION NO. 11-23-15 (5)

OFFERED BY: Commissioner Raymond Aspinwall SECONDED BY: Commissioner Raul Correa

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

Previous editions are obsolete form HUD-52574 (08/2005) Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Englewood Housing Authority

PHA Code: NJ055

PHA Fiscal Year Beginning: 1/1/2016

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 Budgets (for COCC and all Projects) approved by Board resolution on:

11/23/2015

☐ Operating Budget submitted to HUD, if applicable, on:

☐ Operating Budget revision approved by Board resolution on:

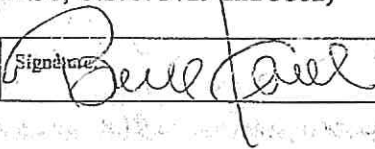
☐ Operating Budget revision submitted to HUD, if applicable, on:

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

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(e) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.325.

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 Chairman's Name: <u>Bruce Kane</u>	Signature: 	Date: <u>November 23, 2015</u>
---	--	-----------------------------------

ENGLEWOOD HOUSING AUTHORITY

111 West Street

Englewood, New Jersey 07631

Tel.: (201) 871-3451 Fax: (201) 871-5908

TTY: (201) 871-8951

RESOLUTION NO. 11-23-15 (6)

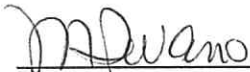
OFFERED BY: Commissioner Raymond Aspinwall

SECONDED BY: Commissioner Raul Correa

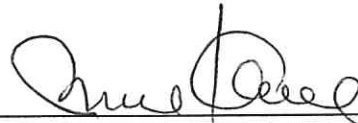
**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

To approve the Englewood Housing Management Services 2016 budget.

ATTEST:



Maria Iwano, Executive Director



Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

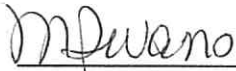
RESOLUTION NO. 11-23-15 (7)

OFFERED BY: Commissioner Raymond Aspinwall
SECONDED BY: Commissioner Raul Correa

**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

To approve the John J. Foti 2016 budget.

ATTEST:



Maria Iwano, Executive Director



Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

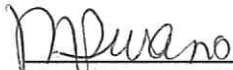
RESOLUTION NO. 11-23-15 (8)

OFFERED BY: Commissioner Raymond Aspinwall
SECONDED BY: Commissioner Raul Correa


**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

To approve the Housing Choice Voucher Program 2016 budget.

ATTEST:



Maria Iwano, Executive Director



Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

RESOLUTION NO. 11-23-15 (9)

OFFERED BY: Commissioner Raymond Aspinwall
SECONDED BY: Commissioner Raul Correa

**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

To approve the Westmoor Gardens, Inc. 2016 budget.

ATTEST:

M. Iwano
Maria Iwano, Executive Director

Bruce Kane
Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-5908

RESOLUTION NO. 11-23-15 (19)

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Commissioner Raymond Aspinwall

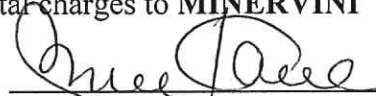
**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

WHEREAS, the Englewood Housing Authority has received proposed additional charges from **MINERVINI VANDERMARK ARCHITECTURE** regarding the replacement of bathrooms at Westmoor Gardens; and

WHEREAS, **MINERVINI VANDERMARK ARCHITECTURE** entered into a contract with Westmoor Gardens and during their work noted that there was a need to include 4 additional ADA bathrooms for the Westmoor Gardens project; and

WHEREAS, **MINERVINI VANDERMARK ARCHITECTURE** is requesting additional charges which includes the reproduction of specifications for an amount of \$50.00 and revised bid documents for an amount of \$600.00; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorizes the total charges to **MINERVINI VANDERMARK ARCHITECTURE**.


Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ATTEST:


Maria Iwano, Executive Director

ENGLEWOOD HOUSING AUTHORITY

111 West Street

Englewood, New Jersey 07631

Tel.: (201) 871-3451 Fax: (201) 871-5908

TTY: (201) 871-5908

RESOLUTION NO. 11-23-15 (11)

OFFERED BY: Vice Chairman Ira Dermansky

SECONDED BY: Commissioner Raymond Aspinwall

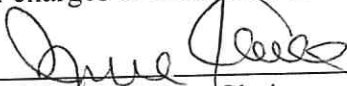
**BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:**

WHEREAS, the Englewood Housing Authority has received proposed additional charges from **GRIFFITH CONSTRUCTION** regarding the replacement of four ADA bathrooms at Westmoor Gardens; and

WHEREAS, GRIFFITH CONSTRUCTION entered into a contract with Westmoor Gardens and during their work noted that there was a need to include 4 additional ADA bathrooms for the Westmoor Gardens project; and


WHEREAS, GRIFFITH CONSTRUCTION is requesting additional charges which includes the renovation of four ADA bathrooms in the amount of \$5,900.00 ~~X4~~ additional consistent with the unit prices in the original bid x four a total of \$23,600.00.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorizes the total charges to **GRIFFITH CONSTRUCTION**.


Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ATTEST:


Maria Iwano, Executive Director

ENGLEWOOD HOUSING AUTHORITY

111 West Street

Englewood, New Jersey 07631

Tel.: (201) 871-3451 Fax: (201) 871-5908

TTY: (201) 871-8951

RESOLUTION NO. 11 - 23 - 15 (12)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING BILLS AND CLAIMS FOR THE PERIOD
OF
NOVEMBER**

OFFERED BY: Vice Chairman Ira Dermansky

SECONDED BY: Commissioner Raymond Aspinwall

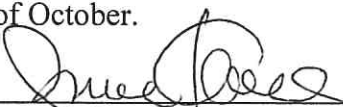
WHEREAS, the bills and claims per the attached listing (voucher numbers through)

Foti-	001216
E.H.M.S. -	001209
Tibbs -	002220
Revolving -	002320
Section 8 -	001752
W.G. -	002720

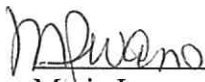
were reviewed and found acceptable as amended at the meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approve disbursement and payment of all checks on the attached listing for the period of October 1st through 31st.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approve payment of all other checks identified on the attached listing for the period of October.


Bruce Kane, Chairman

ATTEST:


Maria Iwano, Executive Director

Chairman Bruce Kane

Vice Chairman Ira Dermansky

Commissioner Raymond Aspinwall

Commissioner Raul Correa

Commissioner Jennifer Johnson-Rothman

Aye

Aye

Aye

Aye

Aye