

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

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD APPROVING THE MINUTES OF THE
OCTOBER 29, 2018
BOARD OF COMMISSIONERS MEETING

RESOLUTION NO. 12- 17- 2018 (1)

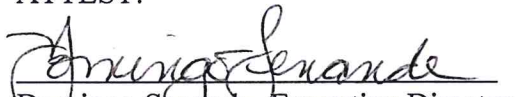
OFFERED BY: Commissioner Jones
SECONDED BY: Commissioner Correa

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

To approve the October 29, 2018 Board Meeting minutes.


Raymond Aspinwall, Chairman

ATTEST:


Domingo Senande, Executive Director

Chairman Raymond Aspinwall
Vice Chairman Carla D. Jones
Commissioner Carlos Aguila, Jr.
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Charles Moche

Aye
Aye
Aye
Aye
Aye
Absent

At the Board Meeting of December 17, 2018 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution December 17, 2018 (1) as carried.

2019 ADOPTED BUDGET RESOLUTION

Resolution No. 12-17-18 (2)

ENGLEWOOD

(Name)

HOUSING AUTHORITY

FISCAL YEAR:

FROM: 1/1/2019

TO: 12/31/2019

OFFERED BY: Chairman Aspinwall

SECONDED BY: Commissioner Correa

WHEREAS, the Annual Budget and Capital Budget/Program for the Englewood Housing Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Englewood Housing Authority at its open public meeting of December 17, 2018; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 9,140,400, Total Appropriations, including any Accumulated Deficit, if any, of \$ 9,063,093 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$12,269 and Total Unrestricted Net Position planned to be utilized of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Englewood Housing Authority, at an open public meeting held on December 17, 2018 that the Annual Budget and Capital Budget/Program of the Englewood Housing Authority for the fiscal year beginning, 1/1/2019 and, ending, 12/31/2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

[Signature] (Secretary's Signature)

12/17/18 (Date)

Governing Body Member: Recorded Vote Aye Nay Abstain Absent

CHAIRMAN RAYMOND ASPINWALL
VICE CHAIRWOMAN CARLA D. JONES
COMMISSIONER CARLOS AGUILA, JR.
COMMISSIONER PAUL CORREA
COMMISSIONER ELSHA GURFELN
COMMISSIONER CHARLES MOORE

Aye
Aye
Aye
Aye
Aye
Absent

2019 ADOPTION CERTIFICATION

ENGLEWOOD

(Name)

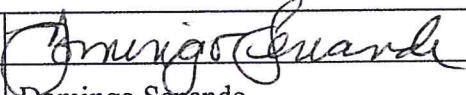
HOUSING AUTHORITY BUDGET

FISCAL
YEAR:

FROM:1/1/2019

TO:12/31/2019

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Englewood Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 17 day of, December, 2018.

Officer's Signature:			
Name:	Domingo Senande		
Title:	Executive Director		
Address:	111 West Street, Englewood, NJ 07631		
Phone Number:	201-871-3451	Fax Number:	201-871-5908
E-mail address	dsenande@ehahousing.org		

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RESOLUTION NO. 12-17-2018 (3)

RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE
ENGLEWOOD HOUSING AUTHORITY AUTHORIZING A 2.4% RENT
INCREASE FOR APARTMENTS AT THE TIBBS SENIOR CITIZEN
BUILDING LOCATED AT 111 WEST STREET, ENGLEWOOD, NEW
JERSEY 07631

Offered by: Commissioner Correa Seconded by: Commissioner Jones

WHEREAS, as a result of the conversion from public housing to project based vouchers, **Englewood Housing Management Services, Inc.** has been contracted to manage the Tibbs Senior Citizen building (the "PBV Units") in accordance with applicable HUD Rules and Regulations; and

WHEREAS, the United States Department of Housing and Urban Development ("HUD") has authorized contract rent increases of up to 2.4% for project based Vouchers; and

WHEREAS, in accordance with applicable regulations, by letter dated December 5, 2018 E.H.M.S., Inc. submitted a survey of comparable units to support the requested increase; and

WHEREAS, the request submitted by E.H.M.S., Inc. is reasonable in light of the comparable rents.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood hereby approves the E.H.M.S., Inc. request to increase contract rents for the PBV Units by 2.4%.

Domingo Senande
Domingo Senande, Executive Director

Raymond Aspinwall
Raymond Aspinwall, Chairman

Chairman Raymond Aspinwall	<u>Aye</u>
Vice Chairwoman Carla D. Jones	<u>Aye</u>
Commissioner Carlos Aguila, Jr.	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Elisha Gurfein	<u>Aye</u>
Commissioner Charles Moche	<u>Absent</u>

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RESOLUTION NO. 12-17-2018 (4)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO MAZTECK
FOR NEW SECURITY CAMERA SYSTEM AT THE WESTMOOR GARDENS,
INC. PROPERTY**

OFFERED BY: Commissioner Aguila
SECONDED BY: Commissioner Gurfein

WHEREAS, the Housing Authority of the City of Englewood requires the installation of updated new security camera system; and

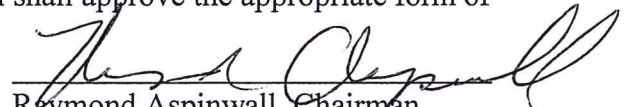
WHEREAS, in accordance with its procurement policy the Housing Authority did solicit price quotes and did receive four and two declined on December 5, 2018; and

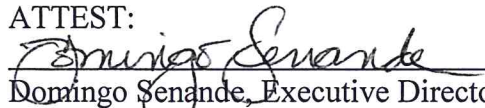
WHEREAS, the Authority reviewed the offers and determined that **MAZTECK** is a responsible firm which submitted the most advantageous offer; and

WHEREAS, based upon its evaluation and a review of references the Housing Authority recommends that **MAZTECK** be awarded a contract in the amount of **\$35,589.40 (Thirty Five Thousand Five Hundred Eighty Nine and Forty Dollars)** for new security camera system at the Westmoor Gardens, Inc. property; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, hereby authorizes the Executive Director, Domingo Senande, to execute a contract for a new security camera system at the Westmoor Gardens, Inc. property be awarded to **MAZTECK** in the amount of **\$35,589.40 (Thirty Five Thousand Five Hundred Eighty Nine and Forty Dollars)**; and

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


Raymond Aspinwall, Chairman

ATTEST:

Domingo Senande, Executive Director

Chairman Raymond Aspinwall	<u>Aye</u>
Vice Chairwoman Carla D. Jones	<u>Aye</u>
Commissioner Carlos Aguila, Jr.	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Elisha Gurfein	<u>Aye</u>
Commissioner Charles Moche	<u>Absent</u>

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING THE STAFF'S YEAR-END CELEBRATION

RESOLUTION NO. 12-17-2018 (5)

OFFERED BY: Commissioner Jones
SECONDED BY: Commissioner Correa

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


WHEREAS, the Englewood Housing Authority is in the process of planning their
staff's year-end celebration; and

WHEREAS, the Authority will only permit ⁴² \$40.00 per person to be paid via non-
federal funds; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the
Englewood Housing Authority authorizes a fee not to exceed \$40.00 per person.


Raymond Aspinwall, Chairman

ATTEST:


Domingo Senande, Executive Director

Chairman Raymond Aspinwall
Vice Chairman Carla Jones
Commissioner Carlos Aguila, Jr.
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Moche

Aye
Aye
Aye
Aye
Aye
Absent

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RESOLUTION APPROVING THE EXECUTIVE DIRECTOR,
DOMINGO SENANDE AS JIF-FUND COMMISSIONER FOR THE
ENGLEWOOD HOUSING AUTHORITY

RESOLUTION NO. 12-17-2018 (6)

OFFERED BY: Chairman Aspinwall
SECONDED BY: Commissioner Jones

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

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

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority does hereby appoint Domingo Senande, Executive Director as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2019.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF THE COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY AT A MEETING HELD ON **December 17, 2018**.

ATTEST:

Domingo Senande
Domingo Senande, Executive Director

Raymond Aspinwall
Raymond Aspinwall, Chairman

Chairman Raymond Aspinwall
Vice Chairwoman Carla D.Jones
Commissioner Carlos Aguila, Jr.
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Charles Moche

Aye
Aye
Aye
Aye
Aye
Absent

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**RESOLUTION APPROVING A FIVE YEAR CONTRACT FOR
EXECUTIVE DIRECTOR, DOMINGO SENANDE**

RESOLUTION NO. 12 – 17 - 2018 (7)

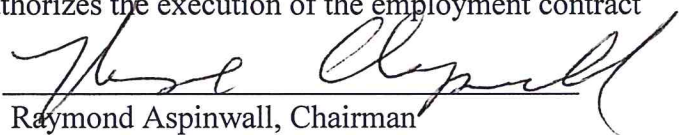
OFFERED BY: Commissioner Jones
SECONDED BY: Chairman Aspinwall

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

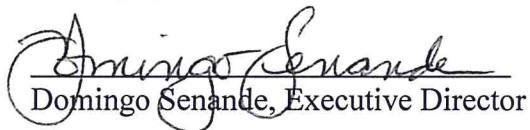
WHEREAS, by Resolution # 04-24-2017 (2) the Housing Authority did renew Executive Director, Mr. Domingo Senande employment contract; and

WHEREAS, at the request of the Personnel Committee, General Counsel Terrence J. Corrison has prepared a five year contract in the form attached hereto; and

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorizes the execution of the employment contract attached hereto.


Raymond Aspinwall, Chairman

ATTEST:


Domingo Senande, Executive Director

Chairman Raymond Aspinwall
Vice Chairman Carla D. Jones
Commissioner Carlos Aguila, Jr.
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Charles Moche

Aye
Aye
Aye
Aye
Aye
Absent

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RESOLUTION NO. 12 -17- 2018 (8)

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

OFFERED BY: Commissioner Jones
SECONDED BY: Commissioner Correa


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

E.H.M.S. -	001894
EHA Operating -	2255
Foti-	1910
Section 8 -	3206
W.G. -	5408

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 November 1st through 30th.

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 November.


Raymond Aspinwall, Chairman

ATTEST:


Domingo Senande, Executive Director

Chairman Raymond Aspinwall
Vice Chairman Carla D. Jones
Commissioner Carlos Aguila, Jr.
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Charles Moche

Aye
Aye
Aye
Aye
Aye
Absent

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RESOLUTION NO. 12 -17 - 2018 (9)

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

OFFERED BY: Commissioner Jones
SECONDED BY: Commissioner Correa

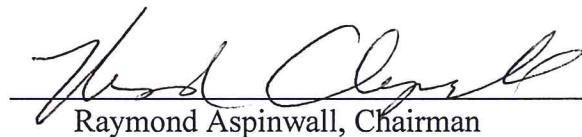
WHEREAS, the bills and claims per the attached listing (voucher numbers through)

E.H.M.S. -	001901
EHA Operating -	2281
Foti -	1921
Section 8 -	3449
W.G. -	5446

were reviewed and found acceptable as amended at 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 December 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 December.



Raymond Aspinwall, Chairman

Chairman Raymond Aspinwall
Vice Chairman Carla D. Jones
Commissioner Carlos Aguila, Jr.
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Charles Moche

Aye
Aye
Aye
Aye
Aye
Absent