

**Housing Authority of the City of Wildwood
Resolution #2016-17
Regular Monthly Expenses**

WHEREAS, the Housing Authority of the city of Wildwood 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, The Board of Commissioners have read and reviewed the itemized list of incurred regular operating expenses totaling \$64,970.49 Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 819.00; as listed and recommended for payment:

Regular Operating Expenditures			
Utilities		CK #	Amount
Atlantic City Electric	Electric Utility Bill	1814	15,253.26
South Jersey Gas Co.	Gas Utility Bill	1844	389.99
Verizon Phone Service	Telephone Utility Bill	1838	534.55
Verizon Phone Service	Long Distance Telephone Utility Bill	1830	96.98
Subtotals Utilities:			16,274.78
Legal, Accounting & Consulting			
Polcari & Co.	Accounting Services	1840	2500.00
Robinson & Robinson	Legal Landlord/Tenant	1846	2,240.00
Robinson & Robinson	Legal/General Matters	1816	650.00
Subtotals Legal, Accounting & Consulting:			5,390.00
Insurance/Registration/Subscriptions & Fees			
NJ DMV	Chevy Dump Truck Registration	1834	199.50
Subtotals Insurance/Registration/Subscriptions & Fees:			199.50
Administration Service Contracts			
Comcast Cable	Cable Modem, Internet Service/IP Address & Cable TV	1820	161.15
First Advantage	Back Ground Checks	1829	525.00
Innovative Business Solutions	Computer Back Up	1828	102.00
Kyocera Copier	Copier Lease Contract	1821	175.61
Millville Housing Authority	Executive Director Services	1853	6,800.00
Millville Housing Authority	Additional Expenses	1849	302.04
Millville Housing Authority	Kevin Timm Payroll	1832	989.27
Paychex	Payroll Services	1836	428.28
Pitney Bowes	Postage Machine Contract	1839	54.00
Verizon Wireless	Cell Phone Bill	1819	316.45
Subtotals Administration Service Contracts:			9,853.80
Administration Other			
AEI Consultants	RAD Assessments	1854	9600.00
Caring Inc.	2015 Christmas Holiday Dinner for Residents	1818	328.40
FedEX	Postage	1825	105.58
Yinelda Dorta	Travel & Meals to Millville and Quarkerbridge for Meetings	1848	140.33
Subtotals Administration Other:			10,174.31
Administration Supplies & Materials			
Staples	Office Supplies	1845	357.50
WB Mason	Office Supplies	1847	104.43
Subtotals Administration Supplies & Materials:			461.93
Petty Cash			
Petty Cash - General	Replenish Petty Cash	1837	388.94
Subtotals Petty Cash:			388.94
Health Benefits Coverage			
Delta Dental	Dental Insurance	1823	452.62
Subtotals Health Benefits Coverage:			452.62
Maintenance Contracts			
Ansercomm	Answering Service	1813	196.47
Besam Doors	Entry Door Contract Sandman	1815	1,610.45
Mitchell Nichols Enterprises	Snow/Ice Removal Jan and Feb	1833	12,425.00
Prep Boyz	Bed Bug Treatments & Roach Clean Outs	1851	300.00
Prep Boyz	Exterminating Contract	1841	1,557.20
Riggens	Vehicle Refuel	1842	66.81
Thyssenkrupp Elevators	Elevator Service Contract	1824	2,700.98
Subtotals Maintenance Contracts:			18,856.91
Maintenance Service Calls			
Marlee Contractors	HVAC Repair	1831	530.75
Subtotals Maintenance Service Calls:			530.75

Maintenance Parts/Materials & Supplies			
Cape 47 Lumber	Maintenance Supplies	1817	10.48
Grove Supply	Maintenance Supplies	1826	108.54
Paramount Chemical	Maintenance Supplies	1835	388.36
Sherwin Williams	Painting Supplies	1843	703.18
Subtotals Maintenance Parts/Materials & Supplies:			1,210.56
Security Deposit Refunds			
William Esterly	Apt G2 Security Deposit Refund	1852	357.39
Subtotals Security Deposit:			357.39
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	1822	819.00
Subtotals Security Deposits (Escrow Account):			819.00
Regular Operating Expenditures Total:			64,970.49
Security Deposits Withdrawal (Crest Savings Escrow Account)			
General Fund	Security Deposit Withdrawal	Transfer	1,362.73
Subtotals Security Deposits Withdrawal (Bank Of America Escrow Account):			1,362.73
Interim Operating Expenditures			
No expenses at this time			0.00
Subtotals Interim:			0.00
Summary Totals		Regular Operating Expenditures Total	64,970.49
		Security Deposits Withdrawal Expenditures Total	1,362.73
		Grand Total Resolution # 2016-17	66,333.22

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the March 2016 monthly bills that are presented to the Board of Commissioners for Consideration on this date

ADOPTED:

Ronald Harwood, Chairperson

Juanita Jones, Vice Chairperson

Patricia Campbell, Commissioner

Sandi Harris, Commissioner

Sue Maxwell, Commissioner

This is to certify that this is a true copy of a Resolution approved by the Board of Commissioners of the Housing Authority of the City of Wildwood at a meeting held on March 23, 2016 at 5:00 pm at 3700 New Jersey Avenue, Wildwood NJ 08260.

Motion By: _____ ;2nd by _____

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____

Paul Dice, Board Secretary

Housing Authority of the City of Wildwood

Resolution #2016-18

Regular Monthly Capital Fund Program, Electronic Transfers & Congregate Expenses

WHEREAS, the Housing Authority of the city of Wildwood 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, The Board of Commissioners have read and reviewed the itemized list of incurred Capital Fund Prog. Grant exp ttl \$4,135.00 Elec. Transfers exp ttl \$7,481.20 ; Congregate Services Prog. expenses totalling \$ 24,038.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
HD Supply	HVAC Units Sandman Towers	1827	3970.00
Paramount Chemical	Appliances	1850	165.00
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			4,135.00
Electronic Transfers			
Aflac	Additional Employee Insurance	Elec. Transfer	108.68
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	95.28
State of NJ Division of Pension & Benefits	Pension February 2016	Elec. Transfer	1,616.82
State of NJ Division of Pension & Benefits	Health Benefits Coverage February 2016	Elec. Transfer	3,919.83
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits	Elec. Transfer	1,740.59
Subtotals Electronic Transfers:			7,481.20
Electronic Transfer Operating Expenditures Total:			7,481.20
Congregate Services Program (CSP)			
Caring Inc	October, November, December	244	23978.00
NJ Dept of Health	Annual Pertmit	245	60.00
Congregate Services Program (CSP) Total:			24,038.00
Congregate Services Program Operating Expenditures Total:			24,038.00
		CFP Expenditures Total	4,135.00
		Electronic Transfer Expenditures Total	8,918.14
		Congregate Expenditures Total	24,038.00
		Grand Total Resolution # 2016-18	37,091.14

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the March 2016 monthly bills that are presented to the Board of Commissioners for Consideration on this date

ADOPTED:

Ronald Harwood, Chairperson

Juanita Jones, Vice Chairperson

Patricia Campbell, Commissioner

Sandi Harris, Commissioner

Sue Maxwell, Commissioner

This is to certify that this is a true copy of a Resolution approved by the Board of Commissioners of the Housing Authority of the City of Wildwood at a meeting held on March 23, 2016 at 5:00 pm at 3700 New Jersey Avenue, Wildwood NJ 08260.

Motion By: _____ ;2nd by _____

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____

Paul Dice, Board Secretary

Housing Authority of the City of Wildwood
County of Cape May
State of New Jersey

Resolution 2016-19

2016 WILDWOOD HOUSING AUTHORITY BUDGET APPROVAL BUDGET RESOLUTION
FISCAL YEAR: FROM: APRIL 1, 2016 TO: MARCH 31, 2017

WHEREAS, the Annual Budget and Capital Budget for the Wildwood Housing Authority for the fiscal year beginning April, 2016, and ending March 31, 2017 has been presented before the Members of the Wildwood Housing Authority at its open public meeting of February 24, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,483,614, Total Appropriations, including any Accumulated Deficit if any, of \$1,443,364 and Fund Balance utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$129,000 and Total Fund Balance to be utilized 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 the holders of bonds of the 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;

NOW THEREFORE BE IT RESOLVED, by the Members of the Wildwood Housing Authority, at an open public meeting held on March 23, 2016 that the Annual Budget, including appended Supplemental Schedules and the and Capital Budget/Program of the Wildwood Housing Authority for the fiscal year beginning April 1, 2016 and, ending March 31, 2017 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 Wildwood 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 Wildwood Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on April 23, 2016.

(Secretary Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Ronald Harwood				
Patricia Campbell				
Juanita Jones				
Sandi Harris				
Sue Maxwell				