

Housing Authority of the City of Wildwood

Resolution #2016-27

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 Monthly exp ttl \$37,712.86 Security Deposit exp ttl \$505.43 as listed and recommended for payment:

Regular Operating Expenditures			
Utilities		CK #	Amount
Atlantic City Electric	Electric Utility Bill	1914	10,255.01
Verizon Phone Service	Telephone Utility Bill	1943	523.03
Verizon Phone Service	Long Distance Telephone Utility Bill	1937	96.65
Subtotals Utilities:			10,874.69
Legal, Accounting & Consulting			
Polcari and Co	Accounting Services	1945	2500.00
Joseph McKernan	Architectural Services	1913	3275.00
Robinson & Robinson	Legal Landlord/Tenant	1951	428.00
Robinson & Robinson	April 2016 Board Meeting	1919	598.00
Robinson & Robinson	Legal/General Matters	1931	130.00
Subtotals Legal, Accounting & Consulting:			6,931.00
Insurance/Registration/Subscriptions & Fees			
BCFE	Life Hazard Renewal Fee	1916	1181.00
Subtotals Insurance/Registration/Subscriptions & Fees:			1,181.00
Administration Service Contracts			
Comcast Cable	Cable Modem, Internet Service/IP Address & Cable TV	1923	161.15
First Advantage	Background Checks	1936	192.50
Innovative Business Solutions	Computer Back Up	1934	102.00
Kyocera Copier	Copier Lease Contract	1924	175.61
Millville Housing Authority	Executive Director Services	1958	6,800.00
Millville Housing Authority	Additional Expenses	1955	2,010.51
Millville Housing Authority	Kevin Timm Payroll	1938	340.00
Paychex	Payroll Services	1941	437.90
Pitney Bowes	Postage Machine Contract	1944	54.00
Verizon Wireless	Cell Phone Bill	1922	314.80
Subtotals Administration Service Contracts:			10,588.47
Administration Other			
Bills Corner Deli	Refreshments for Extermination Meeting	1918	118.00
FedEX	Postage	1930	19.69
Rapid Rover	Transportation to and from Airport	1952	357.00
Patricia Campbell	PHADA Trip	1920	500.00
Juanita Jones	PHADA Trip	1935	500.00
Sandi Harris	PHADA Trip	1933	500.00
Subtotals Administration Other:			1,994.69
Administration Supplies & Materials			
Staples	Office Supplies	1950	218.90
WB Mason	Office Supplies	1953	179.92
Subtotals Administration Supplies & Materials:			398.82
Petty Cash			
Petty Cash - General	Replenish Petty Cash	1942	360.35
Subtotals Petty Cash:			360.35
Health Benefits Coverage			
Delta Dental	Dental Insurance	1926	518.01
BCS Vision	Vision Insurance	1934	38.42
Subtotals Health Benefits Coverage:			556.43
Maintenance Contracts			
Ansercomm	Answering Service	1912	210.48
Earthtec	Trash Removal	1928	719.96
Ehrlich	Bed Bug Treatments	1954	625.00
Ehrlich	Monthly Treatments	1929	1,719.00
Mitchell Nichols Enterprises	Dumpster Rental and Disposal Fees	1939	583.09
			3,857.53

Maintenance Service Calls			
No Expenditures			0.00
Subtotals Maintenance Service Calls:			0.00
Maintenance Parts/Materials & Supplies			
Billows	Maintenance Supplies	1917	26.20
Grove Supply	Maintenance Supplies	1932	7.92
Home Depot	Maintenance Supplies	1927	208.92
Paramount Chemical	Maintenance Supplies	1956	132.64
Subtotals Maintenance Parts/Materials & Supplies:			375.68
Security Deposit Refunds			
Christina Voll	Apt 610 Security Deposit Refund	1911	127.20
Subtotals Security Deposit:			127.20
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	1925	467.00
Subtotals Security Deposits (Escrow Account):			467.00
Regular Operating Expenditures Total:			37,712.86
Security Deposits Withdrawal (Crest Savings Escrow Account)			
General Fund	Security Deposit Withdrawal	Transfer	505.43
Subtotals Security Deposits Withdrawal (Bank Of America Escrow Account):			505.43
Interim Operating Expenditures			
No expenses at this time			0.00
Subtotals Interim:			0.00
Summary Totals	Regular Operating Expenditures Total		37,712.86
	Security Deposits Withdrawal Expenditures Total		505.43
	Grand Total Resolution # 2016-27		38,218.29

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the May 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 May 18, 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 #2016-28

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 Regular Monthly exp ttl \$37,712.86 Security Deposit exp ttl \$505.43 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
Clarity Contractors	F Building Leak Test & Roof Repair	1946	2495.00
C.B Flooring	Bathroom Floor Repair	1921	210.00
Paramount Chemical	Appliances	1940	785.20
Sears	Hot Water Heater Commissioners Courts	1947	476.99
Serv-Pro	Repair Ceiling & Walls Due to Water Damage	1948	11600.08
Staples	Printer and Monitor	1950	499.21
Sherwin Williams	Painting Supplies	1949	341.90
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			16,408.38
Electronic Transfers			
Aflac	Additional Employee Insurance	Elec. Transfer	108.68
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	80.52
State of NJ Division of Pension & Benefits	Pension April 2016	Elec. Transfer	1,616.82
State of NJ Division of Pension & Benefits	Health Benefits Coverage April 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:			7,466.44
Electronic Transfer Operating Expenditures Total:			7,466.44
Congregate Services Program (CSP)			
			0.00
Congregate Services Program (CSP) Total:			0.00
Congregate Services Program Operating Expenditures Total:			0.00
	CFP Expenditures Total		16,408.38
	Electronic Transfer Expenditures Total		8,918.14
	Congregate Expenditures Total		0.00
	Grand Total Resolution # 2016-28		25,326.52

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the May 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 May 18, 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 2016-29

Resolution Approving for a Request for Proposal bid for the construction of the new WHA Administration and Lease Enforcement offices & Fire Panel System

WHEREAS, The Wildwood Housing Authority, a public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey finds it necessary to analyze its Administrative Office to ensure that it affords efficient and adequate work flows and space and upgrade the Fire Alarm System Panels; and

WHEREAS, the Executive Director Paul Dice contracted Lawrence J. Merighi, Architect from Manders, Merighi, Portadin & Farrell, Vineland, NJ to do a proposal for an Office Plan for the Wildwood Housing Authority Administration and Lease Enforcement offices; and

WHEREAS, The Wildwood Housing Authority would need to look into upgrading the building's fire alarm system, including Fire Alarm control panel, annunciator and field devices in the common areas and units.

WHEREAS, Lawrence J. Merighi, Architect from Manders, Merighi, Portadin & Farrell, Vineland, NJ has submitted a New Office Plan Proposal for the Wildwood Authority; and

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners have reviewed the New Office Plan Proposal and has given the Executive Director Paul Dice approval for a Request for Proposal bid for the construction of the new WHA Administration and Lease Enforcement offices and a Request for Proposal bid to upgrade for the Fire Alarm System Panels.

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 May 18, 2016 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260.

Motion by:

2nd by:

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____
Paul F. Dice, Board Secretary

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

Resolution 2016-30

**A RESOLUTION TO APPROVE REVISIONS TO THE ADMISSIONS
AND CONTINUED OCCUPANCY POLICY (ACOP) FOR THE WILDWOOD
HOUSING AUTHORITY EARNED INCOME DISALLOWANCE (EID)**

WHEREAS, the Housing Authority of the City of Wildwood, A Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey to revise the Public Housing Admissions and Occupancy Policy (ACOP) to incorporate changes to procedure of the Earned Income Disallowance (EID);

WHEREAS, the proposed revision incorporates regulatory and policy changes to the Admissions and Continued Occupancy Policy (ACOP) for Public Housing to improve program responsiveness to local needs and comply with HUD requirements;

WHEREAS, U.S. Department of Housing and Urban Development (HUD) mandated regarding the changes to EID that became effective May 9, 2016;

WHEREAS, the proposed mandatory revision of the Admissions and Continued Occupancy Policy (ACOP) for Public Housing for Per 24 CFR 5.617 and 960.255 the Earned Income Disallowance provision will be limited to a twenty-four month period effective May 9, 2016. Once a family member is determined to be eligible for EID, the 24 month calendar period starts. If the family member discontinues the employment that initially qualified the family for the EID, the 24 calendar month period continues. During the 24 month calendar period, EID benefits are recalculated based on changes to the family member income and employment. During the first 12 month calendar period, the WHA must exclude all increased income resulting from the qualifying employment of the family member. After the first 12 calendar month period, the WHA will exclude will exclude from annual income 100% of any increase in income of such family member as a result of employment over the family member's income before the qualifying event (i.e., the family member's baseline income). The EID benefit is limited to a lifetime 24 month period for the qualifying member. At the end of the 24 months, the EID ends regardless of how many months were used.;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the revision of the Admissions and Continued Occupancy Policy ACOP for Public Housing of the Earned Income Disallowance (EID).

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 May 18, 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 2016-31

Resolution Authorizing the purchase of a 2016 Ford F-150 to for the Wildwood Housing Authority

WHEREAS, The Wildwood Housing Authority, a public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey desires to purchase a replacement vehicle for use in maintenance operations of the Authority's property, and;

WHEREAS, the 2016 Ford F-150 2WD Super Cab 145" XL for the maintenance department in the amount of \$23,877.00. This truck will replace the 1995 Chevy Van which has become unserviceable and below is breakdown cost of vehicle; and

VEHICLE BREAKDOWN COST:

Purchase price for the F150 is: \$24,177.00

Trade-in for your passenger van: \$300.00

Total cost of the truck is: \$23,877.00

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners has given the Executive Director Paul Dice approval to purchase the 2016 Ford F-150.

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 May 18, 2016 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260.

Motion by:

2nd by:

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____
Paul F. Dice, Board Secretary

Prepared By:
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2016 Ford F-150 2WD Super Cab 145" XL

SELECTED OPTIONS:

<u>Code</u>	<u>Description</u>
99F	ENGINE: 5.0L V8 FFV -inc: 3.31 Axle Ratio, GVWR: 6,900 lbs Payload Package
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC -inc: tow/haul mode
101A	EQUIPMENT GROUP 101A MID -inc: 4.2" Productivity Screen in Instrument Cluster, compass, SYNC Voice Recognition Communications Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, App link, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack, Box Link, 4 premium locking cleats, XL Power Equipment Group, Power Glass Side view Mirrors w/Black Skull Caps, manual folding, Power Door Locks, flip key and integrated key transmitter keyless entry (includes Auto lock), Illuminated Entry, Power Front & Rear Windows, Perimeter Alarm, Power Tailgate Lock, My Key Owner controls feature, Radio: AM/FM Stereo/Single-CD Player, 6 speakers, Cruise Control
---	TIRES: P245/70R17 BSW A/S
UX	INGOT SILVER METALLIC
AG	MEDIUM EARTH GRAY, VINYL 40/20/40 FRONT SEAT
86A	XL CHROME APPEARANCE PACKAGE -inc: Fog Lamps (Fleet), Wheels: 17" Silver Painted Aluminum, Front & Rear Chrome Bumpers, body-color front fascia
53A	TRAILER TOW PACKAGE -inc: Auxiliary Transmission Oil Cooler, Class IV Trailer Hitch Receiver, smart trailer tow connector and 4-pin/7-pin wiring harness, Pro Trailer Backup Assist, tailgate LED and 4.2" LCD productivity screen in instrument cluster
425	50 STATE EMISSIONS
---	GVWR: 6,900 LBS PAYLOAD PACKAGE
153	FRONT LICENSE PLATE BRACKET
55B	BOXLINK -inc: 4 premium locking cleats
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST

PRICE: \$24177.00

DELIVERY: 60 TO 90 DAYS ARO

FINAL 2016 ORDER DATE IS 7/1/2016

STANDARD EQUIPMENT

ENTERTAINMENT

- Radio: AM/FM Stereo w/6 Speakers -inc: auxiliary audio input jack (not available w/SYNC)
- Radio w/Aux Audio Input Jack
- Fixed Antenna
- 2 LCD Monitors In The Front

EXTERIOR

- **Wheels: 17" Silver Steel**
- **Tires: P245/70R17 BSW A/S**
- **Regular Box Style**
- **Steel Spare Wheel**
- **Full-Size Spare Tire Stored Underbody w/Crank down**
- **Clear coat Paint**
- **Black Front Bumper w/Black Rub Strip/Fascia Accent**
- **Black Rear Step Bumper**
- **Black Side Windows Trim and Black Front Windshield Trim**
- **Black Door Handles**
- **Black Manual Side Mirrors w/Convex Spotter and Manual Folding**
- **Fixed Rear Window**
- **Light Tinted Glass**
- **Variable Intermittent Wipers**
- **Aluminum Panels**
- **Black Grille**
- **Tailgate Rear Cargo Access**
- **Reverse Opening Rear Doors**
- **Manual Tailgate/Rear Door Lock**
- **Fully Automatic Aero-Composite Halogen Daytime Running Headlamps w/Delay-Off**
- **Cargo Lamp Integrated w/High Mount Stop Light**

INTERIOR

- **Cloth 40/20/40 Front Seat -inc: 2-way manual driver/passenger adjustment and armrest**
- **4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement**
- **4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement**
- **60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat**
- **Manual Tilt/Telescoping Steering Column**
- **Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp and Trip Odometer**
- **Fixed Rear Windows**
- **6 Person Seating Capacity**
- **Front Cupholder**
- **Rear Cupholder**
- **Manual Air Conditioning**
- **HVAC -inc: Underseat Ducts**
- **Glove Box**
- **Interior Trim -inc: Cab back Insulator and Chrome Interior Accents**
- **Full Cloth Headliner**
- **Urethane Gear Shift Knob**
- **Day-Night Rearview Mirror**
- **Passenger Visor Vanity Mirror**
- **3 12V DC Power Outlets**
- **Fade-To-Off Interior Lighting**
- **Full Vinyl/Rubber Floor Covering**
- **Pickup Cargo Box Lights**
- **Instrument Panel Bin, Dashboard Storage, Driver / Passenger And Rear Door Bins**
- **Manual 1st Row Windows**
- **Outside Temp Gauge**
- **Analog Display**
- **Front Center Armrest**
- **Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints**
- **Securi lock Anti-Theft Ignition (pats) Engine Immobilizer**

MECHANICAL

- **Transmission: Electronic 6-Speed Automatic -inc: tow/haul mode**
- **3.55 Axle Ratio**
- **GVWR: 6,100 lbs Payload Package**
- **Rear-Wheel Drive**
- **70-Amp/Hr 610CCA Maintenance-Free Battery w/Run Down Protection**
- **200 Amp Alternator**
- **Towing w/Harness and Trailer Sway Control**
- **1660# Maximum Payload**
- **Gas-Pressurized Shock Absorbers**
- **Front Anti-Roll Bar**
- **Electric Power-Assist Speed-Sensing Steering**
- **23 Gal. Fuel Tank**
- **Single Stainless Steel Exhaust**
- **Double Wishbone Front Suspension w/Coil Springs**
- **Leaf Rear Suspension w/Leaf Springs**
- **4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake**

SAFETY

- **Electronic Stability Control (ESC) And Roll Stability Control (RSC)**
- **ABS And Driveline Traction Control**
- **Side Impact Beams**
- **Dual Stage Driver And Passenger Seat-Mounted Side Airbags**
- **Tire Specific Low Tire Pressure Warning**
- **Dual Stage Driver And Passenger Front Airbags**
- **Airbag Occupancy Sensor**
- **Safety Canopy System Curtain 1st And 2nd Row Airbags**
- **Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners**