

**Housing Authority of the City of Wildwood
Resolution #2017-29
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 \$203,309.52 Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 100.19; as listed and recommended for payment:

Regular Operating Expenditures			
Utilities		CK #	Amount
Atlantic City Electric	Electric Utility Bill	2726	11,292.91
Atlantic City Electric	Apt F8 Utilitiy Allowance	2731	70.00
Atlantic City Electric	Apt D5 Mold Remediation	2735	141.00
Atlantic City Electric	Apt C7 Utility Allowance	2679	72.00
Atlantic City Electric	Apt J4 Utility Allowance	2733	78.00
City of Wildwood	Sewer Bill	2718	17,138.00
South Jersey Gas Co.	Gas Utility Bill	2720	2,026.92
Verizon Phone Service	Telephone Utility Bill	2712	445.68
Verizon Phone Service	Long Distance Telephone Utility Bill	2705	95.72
Utilities Subtotals:			31,360.23
Legal, Accounting & Consulting			
MMPF	Architectural Services	2709	3600.00
Robinson & Robinson	April 2017 Board Meeting Attendance	2683	572.00
Robinson & Robinson	Legal Landlord/Tenant	2724	1,057.00
Subtotals Legal, Accounting & Consulting Subtotals:			5,229.00
Insurance/Registration/Subscriptions & Fees			
Rutgers Training	Training for Sue Maxwell	2716	447.00
State of New Jersey	Life Hazard Use	2681	1181.00
Insurance/Registration/Subscriptions & Fees Subtotals:			1,628.00
Administration Service Contracts			
Comcast Cable	Cable Modem, Internet Service/IP Address & Cable TV	2688	163.17
Fed Ex	Postage	2698	56.82
First Advantage	Back Ground Checks	2704	140.00
Innovative Business Solutions	Computer Back Up	2702	102.00
Kyocera Copier	Copier Lease Contract	2689	175.61
Max Communications	Telephone Charges	2706	59.00
Millville Housing Authority	Executive Director Services	2734	7,004.00
Millville Housing Authority	Hearing Officer	2707	306.00
Millville Housing Authority	Kevin Timm Payroll	2732	1,018.95
Paychex	Payroll Services	2711	462.46
Pitney Bowes	Postage Machine Contract	2713	54.00
Press Of Atlantic City	Legal Ads	2714	89.88
Verizon Wireless	Cell Phone Bill	2736	394.55
Administration Service Contracts Subtotals:			10,026.44
Administration Other			
Caring Inc.	Reimburse Security Deposists Paid	2685	788.00
Administration Other Subtotals:			788.00
Administration Supplies & Materials			
Staples	Office Supplies	2723	602.34
WB Mason	Office Supplies	2725	210.43
Administration Supplies & Materials Subtotals:			812.77
Petty Cash			
Petty Cash - General	Replenish Petty Cash	2676	420.00
Petty Cash Subtotals:			420.00
Health Benefits Coverage			
BCS	Vision Coverage	2680	35.82
Delta Dental	Dental Insurance	2693	211.44
Health Benefits Coverage Subtotals:			247.26
Maintenance Contracts			
Ansercomm	Answering Service	2678	190.88
Corbett	Monthly Treatments	2690	500.00
Coastal Enviromental	Mold Testing	2697	1,584.00
EarthTec	Additional Trash Pick UP	2695	719.96
Ehrlich	Monthly Treatments	2727	1,719.00

Ehrlich	Bed Bug Treatments	2696	600.00
Kavi Construction	Commisioners Courts Porch Repair	2703	12,268.24
M&M Painting	Sandman Towers Façade Painting	2737	102,900.00
Mitchell Nichols	Lawn Care	2728	3,951.88
Mitchell Nichols	Dumpster Fees	2708	434.68
Riggins	Vehicle Refuel	2715	102.69
ServiceMAster	Water damage repair	2721	4,632.08
ServPro	Mold Remediation	2717	5,213.66
Maintenance Contracts Subtotals:			134,817.07
Maintenance Sevice Calls			
Cintas Fire	Fire Alarm Repair	2687	8,474.99
Delgado Electric	Repair to Commisioners Courts Laundry Fire System	2692	1,750.00
George Sparks Electric	Exterior Lighting Commissioners Courts	2722	2,580.00
GE Mechanical	Boiler Repair	2699	501.23
Maintenance Service Calls Subtotals:			13,306.22
Maintenance Parts/Materials & Supplies			
Billows	Maintenance Supplies	2682	400.81
Cape 47 Lumber	Maintenance Supplies	2684	166.72
Cintas Cleaning	Maintenance Supplies	2686	389.95
Grove Supply	Maintenance Supplies	2700	3.84
HD Supply	Maintenance Supplies	2701	781.89
Home Depot	Maintenance Supplies	2694	1491.72
Paramount Chemical	Maintenance Supplies	2710	292.79
Sherwin Williams	Painting Supplies	2719	234.97
Maintenance Parts/Materials & Supplies Subtotals:			3,762.69
Security Deposit Refunds			
Ed Jones	Apt 501 Security Deposit Refund	2677	74.84
Security Deposit Subtotals:			74.84
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	2691	837.00
Security Deposits (Escrow Account) Subtotals:			837.00
Regular Operating Expenditures Total:			203,309.52
Security Deposits Withdrawal (Crest Savings Escrow Account)			
General Fund	Security Deposit Withdrawal	Transfer	100.19
Security Deposits Withdrawal (Bank Of America Escrow Account) Subtotals:			100.19
Interim Operating Expenditures			
No expenses at this time			0.00
Interim Subtotals:			0.00
Summary Totals		Regular Operating Expenditures Total	203,309.52
		Security Deposits Withdrawal Expenditures Total	100.19
		Grand Total Resolution # 2017-29	203,409.71

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the May 2017 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 24, 2017 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 #2017-30

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 \$13,069.49 Elec. Transfers exp ttl \$9,535.85 ; Congregate Services Prog. expenses totalling \$ 685.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
Paramount Chemical	Appliances	2729	1938.20
WB Mason	Office Furniture Balance	2730	11131.29
Subtotals Capital Fund Program (CFP) Expenditures:			13,069.49
Capital Fund Program Operating Expenditures Total:			13,069.49

Electronic Transfers			
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	101.89
State of NJ Division of Pension & Benefits	Pension April 2017	Elec. Transfer	1,970.94
State of NJ Division of Pension & Benefits	Health Benefits Coverage May 2017	Elec. Transfer	5,590.93
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits	Elec. Transfer	1,872.09
Subtotals Electronic Transfers:			9,535.85
Electronic Transfer Operating Expenditures Total:			9,535.85

Congregate Services Program (CSP)			
Erco Ceilings	Replace Ceiling for CSP Kitchen	255	685.00
Congregate Services Program (CSP) Total:			685.00
Congregate Services Program Operating Expenditures Total:			685.00

Summary Totals	CFP Expenditures Total	13,069.49
	Electronic Transfer Expenditures Total	8,918.14
	Congregate Expenditures Total	685.00
	Grand Total Resolution # 2017-30	22,672.63

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the May 2017 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 24, 2017 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 2017-31

**2017 WILDWOOD HOUSING AUTHORITY BUDGET ADOPTED BUDGET RESOLUTION
FISCAL YEAR: FROM: APRIL 1, 2017 TO: MARCH 31, 2018**

WHEREAS, the Annual Budget and Capital Budget for the Wildwood Housing Authority for the fiscal year beginning April 2017, and ending March 31, 2018 has been presented before the Members of the Wildwood Housing Authority at its open public meeting of February 22, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,447,443, Total Appropriations, including any Accumulated Deficit if any, of \$1,441,172 and Fund Balance utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$150,000 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 May 24, 2017 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, 2017 and, ending March 31, 2018 is hereby adopted; 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 May 24, 2017.

(Secretary Signature)

(Date)

Governing Body Recorded Vote

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