

**NBHA RESOLUTION 2015 - 2/25 # 3**

**Resolution Authorizing and Approving Payment of Bills  
for the Month of January, 2015**

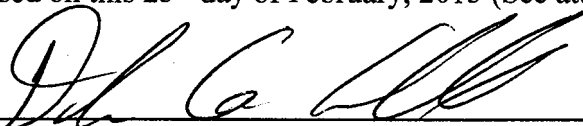
**WHEREAS**, the Housing Authority of the City of New Brunswick (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

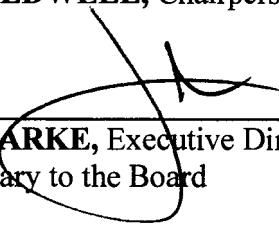
**WHEREAS**, the Executive Director and Deputy Director certify that the amounts and payment contained herein are correct and accurate to the best of their knowledge and they are in compliance with all applicable Housing Authority Procurement Policy and HUD No.24CFR 85.3G.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby approves and directs that the Executive Director and/or Deputy Director to process and pay the following bills for the months of January 2015:

<u>Description</u>	<u>Amount</u>
Section 8 Payments	\$ 921,466.45
Payroll	\$ 106,806.76
Accounts Payable	\$ 198,524.07
Capital Fund	\$ 31,053.13
Local General	\$ 9,629.09

Passed on this 25<sup>th</sup> day of February, 2015 (See attached Vote Box)

  
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**DALE CALDWELL**, Chairperson

  
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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2015 - 2/25 # 3**

**Resolution Authorizing and Approving Payment of Bills  
for the Month of January, 2015**

<b>COMMISSIONERS</b>	<b>MOVES</b>	<b>SECONDS</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI		✓	✓			
GONALEZ			✓			
WOLDE			✓			
CHAIRPERSON CALDWELL			✓			

## NBHA RESOLUTION 2015 – 2/25 # 4

### **Resolution Approving and Ratifying the Award of Contracts for AMP 1 Security Antenna with CDW Government through MRESC and Installation with Comtec Systems**

**WHEREAS**, the Housing Authority of the City of New Brunswick (including any successors or assigns, the “Housing Authority”), was duly created as an agency and instrumentality of the municipality of the State (the “Local Unit”) in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the “Local Housing Law”);

**WHEREAS**, the New Brunswick Housing Authority's (NBHA) AMP 1 property is in need of replacement antenna and security system equipment upgrades; and

**WHEREAS**, the Housing Authority is contracted with the Middlesex Regional Educational Services Commissioner (MRESC) Coop for certain services and materials; and

**WHEREAS**, the Housing Authority has estimated that the equipment needed for the upgrade and related installation for that equipment should not exceed \$17,500 dollars; and

**WHEREAS**, the Housing Authority has received an estimate from the NBHA’s A&E firm for equipment totaling \$8,100.00 and a proposal for installation of that equipment from Comtec Systems Inc. totaling \$4,435.20 for a total upgrade cost of \$13,860.00; and

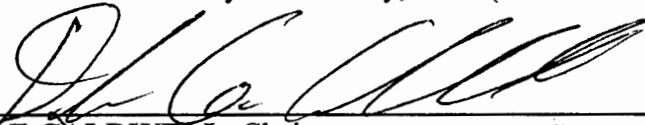
**WHEREAS**, this contract is awarded pursuant to a fair and open process as defined by NJSA 19:44A-20.5 through the MRESC; and

**WHEREAS**, the Housing Authority has the monies available for payments of such services in its CFP funds;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby approves contract with CDW Government in an amount not to exceed \$8,100.00 dollars through MRESC.

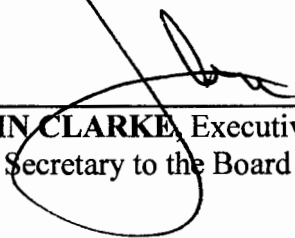
**BE IT FURTHER RESOLVED**, that the Executive Director is authorized to contract with Comtec to install the equipment purchased from CDW-G and to service the security system in an amount not to exceed \$4,500 dollars.

Passed on this 25th day of February, 2015 (See attached Vote Box)



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**DALE CALDWELL**, Chairperson



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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2015 – 2/25 # 4**

**Resolution Approving and Ratifying the Award of Contracts for AMP 1  
Security Antenna with CDW Government through MRESC and  
Installation with Comtec Systems**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONALEZ		✓	✓			
WOLDE			✓			
CHAIRPERSON CALDWELL					✓	

## NBHA RESOLUTION 2015 – 2/25 # 5

### Resolution Authorizing and Approving Revision to Organizational Chart Dated 3/1/15 and Related Budgets

**WHEREAS**, the Housing Authority of the City of New Brunswick (including any successors or assigns, the “Housing Authority”), was duly created as an agency and instrumentality of the municipality of the State (the “Local Unit”) in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the “Local Housing Law”);

**WHEREAS**, Asset Management requires implementation of long term capital planning and allocations, regular review of financial information and physical stock, implementation of property management performance standards, setting ceiling and flat rents, site based budget, budget tracking requirements, implementation of cash management , long term viability of the property projections, property repositioning and replacement strategies; and

**WHEREAS**, the New Brunswick Housing Authority (NBHA) has determined that the attached revision is necessary to improve the operations of its program; and

**WHEREAS**, this revision will increase expenses in the COCC and provide additional part-time staff to complete work within COCC and provide fee for service assistance to the HCV program; and

**WHEREAS**, funds are available for this move within the COCC and HCV programs.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby authorizes and approves revision to the organizational chart and related budgets.

**BE IT FURTHER RESOLVED** that this revision will be effective March 1, 2015.

Passed on this 25th day of February, 2015 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director  
And Secretary to the Board

NBHA RESOLUTION 2015 - 2/25 # 5

Resolution Authorizing and Approving Revision to Organizational Chart  
Dated 3/1/15 and Related Budgets

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES			✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONZALEZ		✓	✓			
WOLDE	✓		✓			
CHAIRPERSON CALDWELL			✓			

**NBHA RESOLUTION 2015 – 2/25 # 6**

**Resolution Approving the Award of Contract for Stair and Railing Replacement with Ascend Construction Management through MRESC 14/15-19 GC3**

**WHEREAS**, the Housing Authority of the City of New Brunswick (including any successors or assigns, the “Housing Authority”), was duly created as an agency and instrumentality of the municipality of the State (the “Local Unit”) in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the “Local Housing Law”);

**WHEREAS**, the New Brunswick Housing Authority (NBHA) is in need of exterior stair and railing replacements resulting from damage by Hurricane Sandy; and

**WHEREAS**, the Housing Authority is contract with the Middlesex Regional Educational Services Commissioner (MRESC) Coop for certain services and material; and


**WHEREAS**, the Housing Authority has received a proposal for \$66,742.59 for exterior stair and railing replacement; and


**WHEREAS**, this contract is awarded pursuant to a fair and open process as defined by NJSA 19:44A-20.5 through the MRESC; and

**WHEREAS**, the Housing Authority has the monies available for payments of such services in using its RHF funds that have been made available through HUD waiver letter and obligated for these purposed and;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby approve and accept said proposal for Stair and Railing Replacement in an amount not to exceed \$66,742.59 and authorizes contract with Ascend Construction Management, MRESC 14/15-19 GC3.

Passed on this 25<sup>th</sup> day of February, 2015 (See attached Vote Box)

  
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**DALE CALDWELL**, Chairperson

  
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**JOHN CLARKE**, Executive Director  
And Secretary to the Board



**NBHA RESOLUTION 2015 – 2/25 # 6**

**Resolution Approving the Award of Contract for Stair and Railing  
Replacement with Ascend Construction Management through MRESC  
14/15-19 GC3**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES			✓			
BRANGMAN						✓
GIORGIANNI	✓		✓			
GONALEZ		✓	✓			
WOLDE			✓			
CHAIRPERSON CALDWELL					✓	

**NBHA RESOLUTION 2015 – 2/25 # 7**

**Resolution Authorizing and Approving a  
Revised NBHA Conflict of Interest Policy**

**WHEREAS**, the Housing Authority of the City of New Brunswick (including any successors or assigns, the “Housing Authority”), was duly created as an agency and instrumentality of the municipality of the State (the “Local Unit”) in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the “Local Housing Law”);

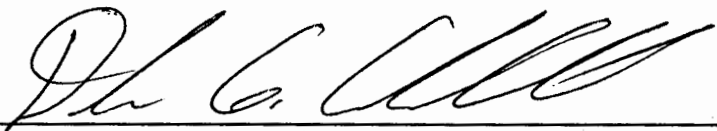
**WHEREAS**, the Housing Authority of the City of New Brunswick (NBHA) seeks to update and maintain its current policies in an effort to comply with all applicable New Jersey laws related to local housing authorities State, Federal and county agencies: and

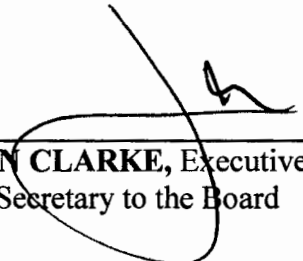
**WHEREAS**, the proposed Policy has been drafted and approved by the Housing Authority’s General Counsel Joseph A. Manfredi & Associates, P.C. and comports with the requirement of New Jersey law and;

**WHEREAS**, the Executive Director and staff senior staff have reviewed the policy and are recommending it for consideration by the Board of Commissioners; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby approves and directs that the attached Conflict of Interest Policy to be incorporated into use by the Housing Authority of the City of New Brunswick.

Passed on this 25<sup>th</sup> day of February, 2015 (See attached Vote Box)

  
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**DALE CALDWELL**, Chairperson

  
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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2015 – 2/25 # 7**

**Resolution Authorizing and Approving a  
Revised NBHA Conflict of Interest Policy**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES			✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONALEZ	✓		✓			
WOLDE		✓	✓			
CHAIRPERSON CALDWELL			✓			

## NBHA RESOLUTION 2015 - 2/28 # 8

### Resolution Approving a Revised Inter-Agency Agreement with the Franklin Housing Authority for the provision of Management Services

**WHEREAS**, the Housing Authority of the City of New Brunswick (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

**WHEREAS**, the Franklin Township Housing Authority (FHA) has expressed an interest in and is seeking general management services from the New Brunswick Housing Authority NBHA); and

**WHEREAS**, the NBHA has the capacity to render such assistance and is proposing the attached draft Inter-Agency Agreement to provide management assistance to the FHA; and

**WHEREAS**, the NBHA has provided various type of assistance to the FHA over the past 8 years and is familiar with their operations and programs; and

**WHEREAS**, the NBHA staff and NBHA General Counsel are finalizing the attached draft Inter-Agency Agreement to provide professional management services to the FHA; and


**WHEREAS**, the Department of Housing and Urban Development supports and the State of New Jersey encourages Inter Agency Agreements between Housing Authority as a cost savings measure and to streamline operations for efficiency; and


**WHEREAS**, the Executive Director for NBHA has reviewed and the draft Agreement and is recommending consideration of the attached draft by the NBHA Board of Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby approve an accept an Inter-Agency Agreement between the FHA and NBHA;

**BE IT FURTHER RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby authorizes the Executive Director and Special Counsel to finalize and execute the attached agreement on behalf of the New Brunswick Housing Authority with the Franklin Township Housing Authority within 30 days from the date of this resolution.

Passed on this 25<sup>th</sup> day of February, 2015 (See attached Vote Box)

  
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DALE CALDWELL, Chairperson

  
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JOHN A.H. CLARKE, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2015 - 2/25 # 8**

**Resolution Approving an Inter-Agency Agreement with the  
Franklin Housing Authority for the provision of Management  
Services**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONZALEZ		✓	✓			
WOLDE			✓			
CHAIRPERSON CALDWELL			✓			