

RESOLUTION NO. 5126

**2015
LAKEWOOD HOUSING AUTHORITY
ADOPTED BUDGET RESOLUTION**

FISCAL YEAR: FROM 1-1-2015 TO 12-31-2015

WHEREAS, the Annual Budget and Capital Budget/Program for the Lakewood Housing Authority for the fiscal year period beginning January 1, 2015 and ending December 31, 2015 has been presented for adoption before the governing body of the Lakewood Housing Authority at its open public meeting of March 25, 2015; 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 \$13,749,970, Total Appropriations, including any Accumulated Deficit if any, of \$13,671,050 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$174,240 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Lakewood Housing Authority, at an open public meeting held on March 25, 2015 that the Annual Budget and Capital Budget/Program of the Lakewood Housing Authority for the fiscal year beginning January 1, 2015 and, ending December 31, 2015 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.

Mary Ann
(Secretary's signature)

3-25-15
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Miriam Medina	X			
Bernard M. Williams				X
Joseph Weingarten	X			
Eric C. Sherman				X
Gregory Stafford Smith	X			
Nechama Heinemann	X			

RESOLUTION NO. 5127

**HIRING INDEPENDENT PUBLIC ACCOUNTANT (IPA)
FOR AN AUDIT OF THE
BOOKS AND RECORDS OF THE AUTHORITY
FOR THE
TWELVE-MONTH PERIOD ENDING DECEMBER 31, 2014**

WHEREAS, the Board of Commissioners ("Board"), of the Lakewood Housing Authority ("Authority"), of the Township of Lakewood, in the County of Ocean and State of New Jersey, requires the services of an Independent Public Accountant to perform audit services for a 12-month period ending December 31, 2014, and

WHEREAS, this contract for professional services may be awarded without formal bid, pursuant to a Request for Proposals, in accordance to the Local Public Contracts Law of the State of New Jersey, relevant HUD regulations, and the Authority's Procurement Policy, and

WHEREAS, in response to extensive solicitation and advertising three (3) proposals were received for the provision of these professional services and were evaluated, rated, and ranked in accordance with the aforementioned requirements and pursuant to the evaluation criteria (see attached evaluations):

FRANCIS J. MCCONNELL 6225 RISING SUN AVENUE PHILADELPHIA, PA 19111	\$12,400.00
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HOLMAN, FRENIA, ALLISON, P.C. 680 HOOPER AVENUE BLDG. B, SUITE 201 TOMS RIVER, NJ 08753	\$15,500.00
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FALLON & LARSEN, LLP 252 WASHINGTON ST., SUITE B TOMS RIVER, NJ 08753	\$14,920.00
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WHEREAS, the proposal submitted by the firm of FALLON & LARSEN, LLP, 252 Washington St., Suite B, Toms River, NJ, is the most responsive and advantageous to the Authority for the provision of these services, specifically in light of the extensive experience

and proven competence of the firm, the reasonableness of the fees, and the availability for services, and

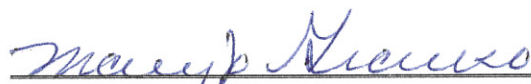
WHEREAS, the Board desires to enter into an Agreement with this firm for the provision of said professional auditing services, and

WHEREAS, the Executive Director has certified that sufficient funds are available for same in the 2014 Low-Income Operating Budget, and the Attorney has determined that the Resolution meets all legal requirements,

NOW THEREFORE BE IT RESOLVED that the firm of FALLON & LARSEN, LLP, be hired as the Auditor for FY-2014 for all programs of the Lakewood Housing Authority at a lump sum fee not to exceed: FOURTEEN THOUSAND NINE HUNDRED TWENTY DOLLARS (\$14,920.00), as per the Proposal submitted, and

BE IT FURTHER RESOLVED that the Chairperson and the Executive Director be and hereby are authorized to execute a contract for the Independent Public Accountant services in accordance with the specifications contained in the Authority's Request for Proposals. A notice of this Resolution shall be published in a local newspaper as required by law within ten (10) days of its passage and the contract and this supporting resolution shall be retained on file and be available for public inspection at the offices of the Lakewood Housing Authority, 317 Sampson Ave, Lakewood, New Jersey 08701.

I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Meeting held on the 25th day of March 2015.



Mary Jo Grauso, Secretary
Executive Director

RESOLUTION NO. 5128

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
LAKEWOOD HOUSING AUTHORITY AMENDING THE PERSONNEL
POLICIES AND PROCEDURES MANUAL AND EMPLOYEE HANDBOOK OF
THE LAKEWOOD HOUSING AUTHORITY**

WHEREAS, the Lakewood Housing Authority has adopted a Personnel Policies and Procedure Manual and Employee Handbook (the "Policies"); and

WHEREAS, the Policies provide that they may be amended and supplemented from time to time without notice and at the sole discretion of the Lakewood Housing Authority; and

WHEREAS, the Policies contain a provision entitled "Family and Medical Leave Act Policy"; and

WHEREAS, those provisions reference leave for twelve (12) weeks under the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family Leave Act (FLA); and


WHEREAS, at least as to the FMLA, although public agencies are covered, an employee is not eligible under the FMLA unless his or her employer employs fifty (50) or more employees; and

WHEREAS, the Lakewood Housing Authority does not have fifty (50) or more employees; and

WHEREAS, the Lakewood Housing Authority accordingly wishes to amend the Policies to state that its employees are not currently eligible for FMLA leave in light of the number of employees employed by the Authority; and

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Lakewood Housing Authority as follows, that the provisions designated "Family and Medical Leave Policy" in the Policies are modified in the form attached hereto.

I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Meeting held on the 25th day of March 2015.



Mary Jo Grauso, Secretary
Executive Director

RESOLUTION NO. 5129

MEMORANDUM OF UNDERSTANDING BETWEEN LAKEWOOD HOUSING AUTHORITY AND COMMUNITY INVESTMENT STRATEGIES, INC FOR FACILITATION OF THE RELOCATION OF RESIDENTS OF THE JFK APARTMENTS

WHEREAS, the Lakewood Housing Authority (the "Authority") previously selected Community Investment Strategies, Inc.(CIS) as its development partner with respect to the revitalization of Block 536, Lot 122 known as the John F. Kennedy (JFK) Apartments; and

WHEREAS, there is a need to facilitate the relocation of twelve (12) of the Authority's JFK households prior to CIS closing on the above-mentioned property (to be known heretofore as Chambers Crescent); and

WHEREAS, HUD funding will not commence until the proposed May 31, 2015 closing has taken place; and

WHEREAS, CIS has requested assistance for relocation financing from the Authority in the form of a bridge loan; and

WHEREAS, the Executive Director has certified that unrestricted non-Federal funds are available for this transaction; and

WHEREAS, as a result of discussions with CIS, the Board of Commissioners would like to clarify the conditions under which it will authorize a Memorandum of Understanding ("MOU") with CIS for the facilitation of the relocation of current JFK residents; and

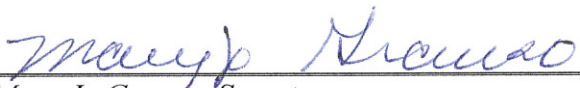
NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lakewood Housing Authority that it will authorize an MOU with CIS to enable an interest free bridge loan in an amount not to exceed \$100,000.00 subject to the following conditions:

- 1) The Authority's funds will be earmarked for costs associated with the relocation of its former residents, including, but not limited to the following expenditures:
 - a. Security deposits
 - b. Utility deposits
 - c. Moving costs
 - d. Rent.
- 2) No loan shall be executed until the LHA Legal Counsel has drafted/reviewed the contract; and

- 3) The Lakewood Housing Authority shall be guaranteed repayment within thirty (30) days of closing upon disbursement of HUD funding to CIS.

BE IT FURTHER RESOLVED that the Chairperson and Secretary be and hereby are authorized to execute said contract.

I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Special Board Meeting held on the 25th day of March 2015.



Mary Jo Grauso, Secretary
Executive Director