

The Caucus of the Housing Authority of the City of Bayonne was held on Tuesday, April 20, 2023 at 4:30 PM in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

The following correspondence was received from the Executive Director, John T. Mahon.

**Honorable Vincent Lombardo**

**Honorable Irene Rose Pyke**

**Honorable Robert Doria**

**Honorable Shanna McKennan**

**Honorable Jubrial J. Nesheiwat**

**Honorable Keith Makowski**

**Raff, Masone & Weeks, Counsel**

Members of the Board:

In accordance with the By-laws of the Housing Authority of the City of Bayonne, after consulting with the other Commissioners of the Authority, I have determined to call Caucus Meetings of the Authority, generally to be held one hour directly before the Regular Meetings.

Very truly yours,  
**Vincent Lombardo**  
**Chairman**

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, April 20, 2023 at 5:30 PM** in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

**Members of the Board:**

Please review the included information prior to the caucus. The regular order of the public meeting will be suspended to conduct a public hearing on the Five Year and Annual Plan.

Resolution authorizing the acceptance of the minutes of the Board of Commissioners regular meeting held on March 14, 2023.

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The Authority is required to prepare and submit a Five Year and Annual Plan annually. The work items will be discussed briefly at the public hearing. A Resolution approving the submittal of the Authority's Five Year Plan and Annual Plan to HUD is being prepared for your consideration.

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The Authority is required to submit an approved operating budget for purposes of enactment. A Resolution approving the Operating Budget of the Authority for fiscal year beginning July 1, 2023 is being prepared for your consideration.

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The Authority is required to submit a copy of its budget to the State of New Jersey. A Resolution submitting the Authority's 2023 Budget to Department of Community Affairs is being prepared for your consideration.

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Part of apartment turnover is repair and replacement of flooring. Bids were received on April 13, 2023 at 10:30 AM. A resolution awarding a contract is being prepared for your consideration. Links to the submitted bids are below.

<b>BIDDER</b>	<b>BID AMOUNT</b>
GEOCON INDUSTRIES INC	\$321,580.80
ROBERT BALLANCE INC	\$136,800.00

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A Resolution authorizing the hiring of Elijah Calderon as Laborer is being prepared for your consideration.

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A Resolution authorizing the hiring of Elijah Caban as Laborer is being prepared for your consideration.

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**Executive/Strategic Planning Committee**

No report.

**Finance and Personnel Committee**

Reviewed the financials and found them in order.

**Facilities and Tenant Relations Committee**

A review and discussion of the work items for the Annual/Five Year Plan. The Plan is required by HUD. Work items are spread out over a 5 year period to account for anticipated budget but the work items can be done at any time as warranted. No comments were received from the public. Priority items for the upcoming year included but were not limited to work involving roofs, kitchen and baths, fire escapes, boilers and common areas. The committee is recommending approving the plan and submitting to HUD.

The committee also reviewed the flooring bids received that were included in your packets and all seems in order. The committee reviewed the RFQ for A/E services and agreed to proceed with the process with the goal to designate firms at the May meeting and begin the process of undertaking projects.

Respectfully submitted,  
**John T. Mahon**  
**Executive Director**

**Executive Director John Mahon:**

In accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975, the “so called” Sunshine Law, a notice was forwarded to the clerk of the City of Bayonne and to the Jersey Journal and was posted on the bulletin board in the lobby of 549 Avenue A, Bayonne, New Jersey. Also in accordance of executive order no. 103, issued by Governor Murphy on March 9, 2020, declaring a state of emergency and a public health emergency in the state of New Jersey, following all said provisions of the emergency order. We can call this meeting to order and please be advised that this public meeting is being recorded.

*Pledge of Allegiance*

*Executive Director John Mahon then called the roll and the following were present:*

*Chair Lombardo, Commissioners Doria, Nesheiwat, McKennan, and Makowski were present. Vice Chair Pyke had an excused absence.*

**Executive Director John Mahon:**

A resolution by Chairman Lombardo.

*John Mahon reads Consent Agenda resolution number 6901 listed below*

**(6901) WHEREAS**, the Housing Authority of the City of Bayonne (the “Authority”) has determined that, given the nature and extent of the items discussed and voted upon at its regular meetings, it would be in the Authority’s best interests to adopt a consent agenda format for all routine and un-debated matters; and

**WHEREAS**, the Authority’s Commissioners have reviewed the items listed on the printed agenda, and determined that all, (except resolution numbered \_\_\_\_), shall be voted on together; and

**WHEREAS**, all Commissioners in attendance at this Regular Meeting of the Authority are in agreement with this determination,

**NOW THEREFORE BE IT RESOLVED**, that the resolutions numbered **6901-6909** are hereby adopted, effective immediately.

**(6902) WHEREAS**, the Board of Commissioners held the regular Board meeting on March 14, 2023 meeting which was attended in person by the Commissioners; and,

**WHEREAS**, the minutes of the meeting must be and have been presented to the Board for review and approval; and,

**NOW THEREFORE BE IT RESOLVED**, by the Housing Authority of the City of Bayonne Board of Commissioners that the attached minutes of the March 2023 Board of Commissioners regular meeting are approved.

**(6903) WHEREAS**, the Quality Housing and Work Responsibility Act (“QHWRA”) of 1998 resulted in many requirements and changes for Public Housing Authorities (“PHAs”); and **WHEREAS**, a new requirement was the development of an Annual and Five-Year Plan for the Authority, and

**WHEREAS**, the Five-Year Plan was updated and submitted to the U.S. Department of Housing and Urban Development (“HUD”) in 2022 and the Authority has followed the regulations concerning the drafting of the Annual Plan; and

**WHEREAS**, on Tuesday, **April 20, 2023**, the Authority conducted a public hearing concerning the Annual Plan; and

**WHEREAS**, the Authority’s Board of Commissioners considered all comments on the Annual Plan; and

**NOW THEREFORE BE IT RESOLVED** that the Bayonne Housing Authority’s Board of Commissioners hereby accepts updates to the Annual Plan and authorizes its submission to HUD; and

**NOW BE IT FURTHER RESOLVED** that the Authority’s staff be directed to follow any and all regulations concerning the Annual Plan.

(6904)

**PHA Board Resolution**  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp.12/31/2012)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Bayonne Housing Authority  
PHA Code: NJ 012

PHA Fiscal Year Beginning: July 1, 2023 Board Resolution Number: 6904

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

- |   | <u>DATE</u>           |
|---|-----------------------|
| <input checked="" type="checkbox"/> Project Based Operating Budget approved by Board resolution on: | <u>April 20, 2023</u> |
| <input type="checkbox"/> Operating Budget submitted to HUD, if applicable, on:                      | _____                 |
| <input type="checkbox"/> Operating Budget revision approved by Board resolution on:                 | _____                 |
| <input type="checkbox"/> Operating Budget revision submitted to HUD, if applicable, on:             | _____                 |

I certify on behalf of the above-named PHA that:

- All statutory and regulatory requirements have been met;
- The PHA has sufficient operating reserves to meet the working capital needs of its developments;
- Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
- The budget indicates a source of funds adequate to cover all proposed expenditures;
- The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
- The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: Mr. Vincent Lombardo	Signature: 	Date: <u>4/20/23</u>
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Previous editions are obsolete

form HUD-52574 (08/2005)

(6905)

## 2023 HOUSING AUTHORITY BUDGET RESOLUTION

Bayonne Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

WHEREAS, the Annual Budget for Bayonne Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 has been presented before the governing body of the Bayonne Housing Authority at its open public meeting of April 20, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$19,971,384.00, Total Appropriations including any Accumulated Deficit, if any, of \$19,684,421.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$4,315,752.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rents, fees and other 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; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Bayonne Housing Authority, at an open public meeting held on April 20, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Bayonne Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024, is hereby approved; and

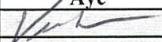
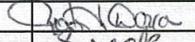
BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Bayonne Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on May 09, 2023.

jmahon@bayonneha.org  
(Secretary's Signature)

4/20/2023  
(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Vincent Lombardo				
Irene Rose Pike				X
Robert Doria				
Shanna McKennan				
Jubrial J. Nesheiwat				
Keith Makowski				

**(6906) WHEREAS**, the Housing Authority of the City of Bayonne (the “Authority”) publicly advertised an Invitation for Bids (the “Invitation”) in THE JERSEY JOURNAL for **APARTMENT UPGRADES FLOORING INSTALLATION** the (“Project”) and

**WHEREAS**, the Invitation for Bids provided interested parties with information on how to acquire plans and specifications (the “Specifications”) for the Project and indicated that the bids would be received and opened at 10:30 AM on April 13, 2023 whereupon the bids were opened at the Authority’s office and read aloud as follows:

<b><u>BIDDER</u></b>	<b><u>BID AMOUNT</u></b>
GEOCON INDUSTRIES INC	\$321,580.80
ROBERT BALLANCE INC	\$136,800.00

**WHEREAS** the Board of Commissioners have reviewed the bid placed by **Robert Ballance Inc.** and determined that bidder was a responsible bidder and recommended that the Authority award a contract for the referenced project to **Robert Ballance Inc.**, and

**WHEREAS**, the award of this contract has complied with the fair and open process, established and further defined by N.J.S.A. 19:44A-20.7. Consequently, the provisions of N.J.S.A. 19:44A-20.5 and N.J.S.A. 19:44A-20.26, as to campaign contributions, do not apply to the contract, and

**BE IT FURTHER RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY** that its appropriate officers are hereby authorized and directed to enter into a contract with **Robert Ballance Inc.** to perform the Project in the amount of **\$136,800.00**.

**(6907) NOW THEREFORE BE IT RESOLVED**, that the following be appointed to the position of Laborer at the annual salary shown, in accordance with the rules and regulations of the New Jersey Department of Personnel and the personnel policy of the Housing Authority of the City of Bayonne (the “Authority”). Appointment and temporary employment shall be contingent upon satisfaction of all Authority requirements for medical examination, background check and other reviews and evaluations, as required depending upon the position. If already temporarily employed, such employment may be terminated if any such contingency is not resolved satisfactorily.

**Elijah Calderon**  
**\$31,200**

**(6908) NOW THEREFORE BE IT RESOLVED**, that the following be appointed to the position of Laborer at the annual salary shown, in accordance with the rules and regulations of the New Jersey Department of Personnel and the personnel policy of the Housing Authority of the City of Bayonne (the “Authority”). Appointment and temporary employment shall be contingent upon satisfaction of all Authority requirements for medical examination, background check and other reviews and evaluations, as required depending upon the position. If already temporarily employed, such employment may be terminated if any such contingency is not resolved satisfactorily.

**Elijah Caban**  
**\$31,200**

**(6909) WHEREAS**, the Executive Director of the Housing Authority of the City of Bayonne (the “Authority”) has prepared the attached list of claims and payments (the “List”) for consideration by the Authority Board of Commissioners, and **WHEREAS**, the List has been reviewed by the Commissioners,

**NOW THEREFORE BE IT RESOLVED** that the Chairman or Vice Chairman and the Executive Director be authorized and directed to execute checks for and make the payments hereby approved.

**Executive Director John Mahon:**

Do I hear a motion and a second on that?

*Motion by Commissioner Nesheiwat and seconded by Commissioner McKennan*

**AYES:** Chair Lombardo, Commissioners Doria, Nesheiwat, McKennan, and Makowski.

**OPPOSED:**

**ABSTAIN:**

**Executive Director John Mahon:**

The motion is carried. Mr. Chairman, I turn the meeting over to you for any public comment or any other issues.

**Chair Lombardo:**

I do not see anyone from the public here. I want to welcome Peter to the meeting.

**Peter Karlicki, Supervising Maintenance Repairer:**

Thank you.

**Chair Lombardo:**

Thank you for joining us, we won't keep you too long. The weather's nice, the ground, the facilities, everything looks great. We're moving forward, we're going to have a very exciting next few months as we move forward with some of our new projects. Do any of my fellow Commissioners have anything they'd like to add? Once again, on behalf of the commissioners, I do this every month, I want to thank the staff for all their hard work and you make us proud. Thank you.

**Executive Director John Mahon:**

Thank you, Mr. Chairman. Do I hear a motion to adjourn?

*Motion by Commissioner Makowski and seconded by Commissioner Nesheiwat*

**Executive Director John Mahon:**

All in favor?

**AYES:** Chair Lombardo, Commissioners Doria, Nesheiwat, McKennan, and Makowski.

**OPPOSED:**

**ABSTAIN:**

**Executive Director John Mahon:**

Thank you, we're done with the meeting.

*The meeting was then adjourned at 5:34 PM.*