

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2435

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE
BOROUGH OF FORT LEE, upon the recommendation and approval of the
Executive Director, that the following claims on the current bills, list
attached, amounting to \$ **51,953.55**, is hereby approved.

PROJECT BILLS FOR OCTOBER 2024 TOTALS: \$ 26,085.45

SECTION 8 BILLS FOR OCTOBER 2024 TOTALS: \$ 25,868.10

INTRODUCED BY: Dolores Steinberg

SECONDED BY: Sherry B...

DATE: November 6, 2024

Housing Authority Borough of Fort Lee
Vendor Accounting Cash Payment/Receipt Register
FLASH Corp.

Filter Criteria Includes: 1) Project: Project 03, Project 05, Project 07, Flash Corp. 8, Flash Corp. 9, Flash Corp. 10 2) Payment Date: 9/27/2024 to 10/31/2024 3) Financial Period: All Payments Over: All 5) Check Numbers: All 6) Cleared Period: All 7) Check Status: All 8) Payment Status: All 9) Show Payments: Yes 10) Show Deposits: Yes
Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
8001	09/30/2024	No	CHK	Bill's Landscaping & Design Inc.	Landscaping and grounds maintena	No	\$2,550.00
8002	09/30/2024	No	CHK	Fort Lee Fire Prevention	Certificate of Compliance for 1405 T	No	\$100.00
8003	09/30/2024	No	CHK	Home Depot Credit Services	Acct# 6035322006257335	No	\$2,371.55
8004	09/30/2024	No	CHK	Parent Door Hardware	Key Copies for Building	No	\$42.00
8005	09/30/2024	No	CHK	State of NJ-Division of Public Saf	MEL JIF/ FLHA/ Harry J Holtje Hous	No	\$600.00
8006	10/03/2024	No	CHK	Anchor Pest Control	Monthly Pest Control Services Octo	No	\$62.75
8007	10/03/2024	No	CHK	JMC1966 Construction LLC	Bathtub Replacement 1405 Teresa	No	\$3,150.00
8008	10/03/2024	No	CHK	P.S.E. & G.	Acct# 77-446-414-18 (Services: 8/27	No	\$34.36
8009	10/03/2024	No	CHK	P.S.E. & G.	Acct# 6759444906 Services 8/24/24	No	\$1,639.85
8010	10/03/2024	No	CHK	P.S.E. & G.	Acct#6768536303 Services 8/24/24-	No	\$433.75
8011	10/03/2024	No	CHK	Parent Door Hardware	New Lock and keys for 1405 Apt 3G	No	\$28.00
8012	10/07/2024	No	CHK	PSE & G	Acct#7758686605(Apt 3G Empty) 9/	No	\$6.87
8013	10/07/2024	No	CHK	Veolia Water New Jersey	Acct 10002427312222 (Services 8/3	No	\$2,188.16
8014	10/08/2024	No	CHK	PUNJAB RESTORATION CO. LL	Acct 21-2137541244945 Balance of	No	\$4,950.00
8015	10/17/2024	No	CHK	LifeStation	Cust# 609893 (Emergency Call Syst	No	\$731.40
8016	10/17/2024	No	CHK	PSE & G	Acct# 6520316105 (services 9/4/24-	No	\$159.18
8017	10/17/2024	No	CHK	Pye Barker Fire & Safety LLC	Acct# FLHOUSCMF (Fire Extinguish	No	\$248.00
8018	10/28/2024	Yes	CHK	Fort Lee Fire Prevention	COC Application for 1407 Teresa Dr	No	\$100.00
8018	10/28/2024	No	VD	Fort Lee Fire Prevention	Misprint	No	(\$100.00)
8019	10/28/2024	No	CHK	Ulysses Varela	Reimbursement of Purchase of Boo	No	\$848.75
8020	10/28/2024	No	CHK	Fort Lee Fire Prevention	COC Application for 1407 Teresa Dr	No	\$100.00
8021	10/30/2024	No	CHK	Coppa Montalbano Architects	Fire Pump Electrical-Construction A	No	\$600.00
8022	10/30/2024	No	CHK	Coppa Montalbano Architects	Holtje House Facade Restoration (P	No	\$1,000.00
8023	10/30/2024	No	CHK	E.W. Berger & Bro	Water Heater Repair not covered un	No	\$2,480.00
8024	10/30/2024	No	CHK	Home Depot Credit Services	Acct-7335 Balance as of 10/30/24	No	\$1,237.83
8025	10/30/2024	No	CHK	United Federated Systems, Inc.	Fire pump Service call Parts needed	No	\$523.00
Cleared: 0							\$0.00
Uncleared: 26							\$26,085.45
Total Payments: 26							\$26,085.45

Project Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
FLASH Corp. - Flash Corp. 10	\$26,085.45	\$0.00
Total:	\$26,085.45	\$0.00

Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	25	\$26,185.45
Void Payment (VD)	1	(\$100.00)
Total:	26	\$26,085.45

End of Report

Housing Authority Borough of Fort Lee

Vendor Accounting Cash Payment/Receipt Register

Housing Choice Voucher

Criteria Includes: 1) Project: All Projects 2) Payment Date: 9/27/2024 to 10/31/2024 3) Financial Period: All 4) Payments Over: All 5) Check Numbers: All
 Cleared Period: All 7) Check Status: All 8) Payment Status: All 9) Show Payments: Yes 10) Show Deposits: Yes 11) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
4001	09/30/2024	No	CHK	Atlantic Tomorrows Office	Account # 15018 Inv # 949196	No	\$1,067.00
4002	09/30/2024	No	CHK	Federal Express	Acct # 138268977 Inv # 968202945	No	\$2.83
4003	09/30/2024	No	CHK	Nan Mckay & Associates	Customer ID#FOR07024 Inv 293289	No	\$239.00
4004	09/30/2024	No	CHK	NOVOGRADAC & Company LLP	Client # FLE100 (10360925 Audit 20	No	\$13,500.00
4005	09/30/2024	No	CHK	Staples Business Advantage	Acct#NYC1060106 (Order No. 7640	No	\$105.80
4006	09/30/2024	No	CHK	Staples Business Advantage	Acct No NYC1060106 (Order No 76	No	\$390.12
4007	09/30/2024	No	CHK	Staples Business Advantage	Customer # NYC1060106 (Order No	No	\$39.16
4008	09/30/2024	No	CHK	Terrence Corrison	Refund of Payroll Deduction of over	No	\$294.45
4009	09/30/2024	No	CHK	Ulysses Varela	Plastic wall switch lock out and Dell	No	\$89.02
4010	09/30/2024	No	CHK	Verizon FIOS	Acct #556-776-715-0001-40 (Servic	No	\$68.36
4011	09/30/2024	No	CHK	Verizon FIOS	Acct# 452494976000156 (Services	No	\$550.44
4031	10/03/2024	No	CHK	Dinora Lora	Refund of Repayment Overpayment	No	\$187.00
4032	10/03/2024	No	CHK	A S Consulting Inc.	Computer Services - Serviced Sept	No	\$1,073.00
4033	10/03/2024	No	CHK	State Of New Jersey	Year end:12/2023 EIN# 0-221-853-3	No	\$82.11
4034	10/07/2024	No	CHK	Thomas Furlong, C.P.A.	October 24 Accounting Services	No	\$3,200.00
4035	10/17/2024	No	CHK	Atlantic Tomorrows Office	Contract #74525-01 Acct# 15018	No	\$366.75
4036	10/17/2024	No	CHK	Hilb Group of New Jersey LLC	Policy# CCP5607349-05/Zurich Ins	No	\$350.00
4037	10/17/2024	No	CHK	MINT PRINTING LLC	FLHA Size 10 Envelopes (Qty:3500)	No	\$335.00
4038	10/17/2024	No	CHK	Staples Business Advantage	Acct# NYC1060106 (Order# 763236	No	\$373.91
4039	10/17/2024	Yes	CHK	Staples Business Advantage	Acct# NYC1060106 (Order# 763453	No	\$65.44
4039	10/17/2024	No	VD	Staples Business Advantage	Misprint	No	(\$65.44)
4040	10/17/2024	No	CHK	Staples Business Advantage	Acct# NYC1060106 (Order# 764225	No	\$67.58
4041	10/17/2024	No	CHK	Staples Business Advantage	Acct# NYC1060106 (Order# 764225	No	\$245.47
4042	10/17/2024	No	CHK	Staples Business Advantage	Acct# NYC1060106 (Order# 763454	No	\$319.99
4043	10/17/2024	No	CHK	Verizon Wireless	Acct#642212010-00001 /Office Fios	No	\$428.32
4044	10/17/2024	No	CHK	Staples Business Advantage	Acct# NYC1060106 (Order# 763453	No	\$65.44
4046	10/28/2024	No	CHK	Michael Sauer, SCPO	Portfolio Recovery Associates vs Mi	No	\$1,807.29
4047	10/28/2024	No	CHK	Verizon	Acct#556-776-715-000140 Fax Line	No	\$68.29

Housing Authority Borough of Fort Lee

Vendor Accounting Cash Payment/Receipt Register

Housing Choice Voucher

Filter Criteria Includes: 1) Project: All Projects 2) Payment Date: 9/27/2024 to 10/31/2024 3) Financial Period: All 4) Payments Over: All 5) Check Numbers: All 6) Cleared Period: All 7) Check Status: All 8) Payment Status: All 9) Show Payments: Yes 10) Show Deposits: Yes 11) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
4048	10/28/2024	No	CHK	Verizon	Acct#452-494-976-000156 Fios Bun	No	\$551.77
Cleared: 0							\$0.00
Uncleared: 29							\$25,868.10
Total Payments: 29							\$25,868.10

Project Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Housing Choice Voucher - Housing Choice Vouchers	\$25,868.10	\$0.00
Total:	\$25,868.10	\$0.00

Type Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	28	\$25,933.54
Void Payment (VD)	1	(\$65.44)
Total:	29	\$25,868.10

End of Report

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2436

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE ACCEPTING THE AUDIT OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE FOR THE YEAR ENDED DECEMBER 31, 2023, PREPARED BY NOVOGRADAC & COMPANY LLP., CERTIFIED PUBLIC ACCOUNTANTS.

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual report for the fiscal year ended December 31, 2023, has been completed and filed with the Housing Authority of the Borough of Fort Lee pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, a Synopsis will be published in the officially designated newspaper; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within forty-five (45) days of receipt of the annual audit, certify by Resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and, specifically, the sections of the audit report entitled "Audit Findings and Questioned Costs", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual Audit and have specifically reviewed the sections of the Audit Report entitled "Audit Findings and Questioned Costs" in accordance with N.J.S.A. 40A:5A-17.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

AYES

NAYS

ABSTAIN

ABSENT

C. Blue
S. Bauer
J. Blau
E. O'Neill
R. Sohmer
D. Steinberg
A. Yook

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Fort Lee at its Regular Meeting of November 6, 2024.



TERRENCE J. CORRISTON
Executive Director



CHARLES BLUE, Chairman
Board of Commissioners

INTRODUCED BY: Dolores Steinberg

SECONDED BY: Sherry Brown

DATE: November 6, 2024

2025 HOUSING AUTHORITY BUDGET RESOLUTION

Fort Lee Housing Authority

FISCAL YEAR: January 01, 2025 to December 31, 2025

WHEREAS, the Annual Budget for Fort Lee Housing Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented before the governing body of the Fort Lee Housing Authority at its open public meeting of November 6, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$9,901,000.00, Total Appropriations including any Accumulated Deficit, if any, of \$9,809,625.00, 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 \$25,910.00 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 Fort Lee Housing Authority, at an open public meeting held on November 6, 2024 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Fort Lee Housing Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025, 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 Fort Lee Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on January 08, 2025.

terry@flha.org

(Secretary's Signature)

11/6/2024

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Charles Blue				
Sherry Bauer				
Roberta Sohmer				
Elsie O'Neil				
Ashley Yook				
Delores Steinberg				
Jay Blau				

LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM

PRESCRIBED BY THE
NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATION

We, the members of the governing body of the Housing Authority of the Borough of Fort Lee being of full age and being duly sworn according to law, upon our oath, depose and say:

- 1) We are duly appointed members of the Housing Authority of the Borough of Fort Lee.
- 2) We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the Annual Audit Report for the Fiscal Year ended 12/31/2023 and specifically the Sections entitled "Audit Findings and Questioned Costs" of the Audit Report.

NAME

CHARLES BLUE, Chairman

SHERRY BAUER, Vice Chair

JAY BLAU


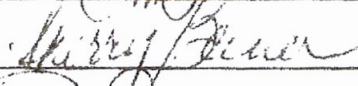

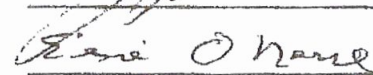

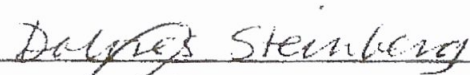
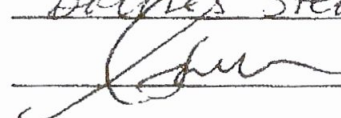
ELSIE O' NEILL

ROBERTA SOHMER

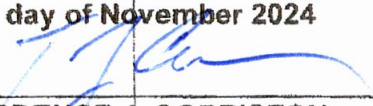
DOLORES STEINBERG

ASHLEY YOOK

SIGNATURE

Sworn to and subscribed before me
this 6th day of November 2024


TERRENCE J. CORRISTON
An Attorney at Law of New Jersey