

Board of Commissioners
Robert Barr, Chairperson
Scott Halliday, Vice-Chairperson
Beverly McCall, Commissioner
Robert Henry, Commissioner
Patrick Mumman, Commissioner
Patricia Miles-Jackson, Commissioner
Brian Broadley, Commissioner



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Ocean City, New Jersey 08226

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Jacqueline S. Jones, Executive Director

January 15, 2025

The Board of Commissioners
Ocean City Housing Authority
Ocean City, New Jersey 08226

Dear Commissioner:

The regular meeting of the Ocean City Housing Authority will be held on **Tuesday, January 21, 2025** at **4:00 pm** at **Administrative Offices – 635 West Avenue, Ocean City, NJ 08226**.

The Board may enter into executive session to discuss personnel matters and any other housing business that meets the criteria for an executive session. Formal action may be taken.

Very truly yours,

Jacqueline S. Jones
Executive Director

REVISED
Ocean City Housing Authority
AGENDA

Tuesday, January 21, 2025
4:00 p.m.

1. Call to Order
 2. Pledge of Allegiance
 3. Reading of the "Sunshine Law Statement"
 4. Roll Call
 5. Approval of Minutes:
 - a. Regular Meeting on December 17, 2024
 6. Fee Accountant's Report
 7. Executive Director's Report
 8. Committee Reports
 9. Old Business:
 10. New Business: Auditors – Bowman & Company, Michael Thilker
 11. Resolutions: **(cash report included)**
 - # 2025-01 Approval of Monthly Expenses **(updated)**
 - # 2025-02 Designating Official Newspapers
 - # 2025-03 Authorizing Payments of Draw #17 Pecks Beach
 - # 2025-04 Granting Official Leave of Absence (Workmen's Compensation)
 - # 2025-05 ACM Abatement (Bayview Manor)
 - # 2025-06 Emergency HVAC Replacement (Speitel Commons)
 - # 2025-07 Awarding Cooperative Contract (Ferguson – OMNIA Partners)
 - # 2025-08 Authorizing Entering into a Contract Agreement with Nielsen of Morristown (2025 RAM 2500 (DJL62))
 - # 2025-09 Emergency Elevator Repairs (Bayview Manor)
 - # 2025-10 Audit Review Certificate FYE 2023
 12. Comments from the press and/or public – Limited to 2 minutes for each speaker
 13. Comments from Board Members
- The Board may act upon or discuss any other matters or resolutions deemed necessary to carry out Authority operations or required by law.*
14. Adjournment

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

December 17, 2024 – 4:02 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held November 19, 2024, at 4:02 p.m. at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey 08226.

The meeting was called to order by Counsel, Michael Watson. Mr. Watson requested everyone to rise for the Pledge of Allegiance.

Mr. Watson read the Sunshine Law.

Upon roll call those present were:

- Commissioner Robert Halliday
- Commissioner Patrick Mumman
- Commissioner Beverly McCall
- Commissioner Robert Henry
- Commissioner Patricia Jackson
- Commissioner Brian Broadley
- Chairperson Robert Barr

Also, present were Jacqueline S. Jones, Executive Director, Ron Miller, Director of Affordable Housing, Michael Watson, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Minutes

Mr. Watson requested a motion to approve the Regular Meeting minutes from November 19, 2024. Motion made by Commissioner Jackson and seconded by Commissioner McCall. The following vote was taken:

- Commissioner Robert Halliday (Yes)
- Commissioner Patrick Mumman (Yes)
- Commissioner Beverly McCall (Yes)
- Commissioner Robert Henry (Yes)
- Commissioner Patricia Jackson (Yes)
- Commissioner Brian Broadley (Abstain)
- Chairperson Robert Barr (Yes)

Treasurer’s Report

Linda Cavallo presented the Financial Report for the two-months ending November 2024. **Motion to approve the Treasurer’s report** made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

- Commissioner Robert Halliday (Yes)
- Commissioner Patrick Mumman (Yes)
- Commissioner Beverly McCall (Yes)
- Commissioner Robert Henry (Yes)
- Commissioner Patricia Jackson (Yes)
- Commissioner Brian Broadley (Yes)
- Chairperson Robert Barr (Yes)

Committee Reports – Election of Officers. Mr. Watson requested a report from the Reorganization Committee. Commissioner Mumman reported the committee met to discuss nominations. All the Commissioners were consulted and they all agreed that Bob Barr should be nominated to remain as Chairperson and Scott Halliday as Vice Chairperson.

Mr. Watson requested nominations for Chairperson. Brian Broadley nominated Bob Barr for Chairperson; seconded by Patrick Mumman. With no further nominations.

The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Mr. Watson requested nominations for Vice Chairperson. Bob Barr nominated Scott Halliday for Vice Chairperson; seconded by McCall. With no further nominations.

The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Mr. Watson stated the record would reflect pursuant to the State Statute that the Executive Director, Jacqueline S. Jones, assumes the position of Secretary/Treasurer.

The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Mr. Watson turned over the meeting to Chairperson Barr.

Executive Director’s Report

Mrs. Jones stated the Pecks Beach Redevelopment project is on NJHMFA’s agenda for February to hopefully approve this project. There is a status meeting tomorrow with NJHMFA, consultants and staff. The Authority has provided the NJHMFA with everything that they have asked for and she believes they will have more questions as it gets closer to their board meeting. Typically, the project is not placed on their agenda if it is not going to get approval. This project will work simultaneously with the HUD closing.

Mrs. Jones requested updates from Ron Miller. Ron provided an update on Community Outreach. The Authority had a couple of churches participating with community outreach. A Thanksgiving meal was held in the Community Room. There was a good turnout. It appears that everyone enjoyed themselves. They held another similar holiday event last week. There are other events coming up. The Boys Scout were holding a distribution. The Authority is trying to partner up with Acenda when possible and when that is not possible the Authority will continue to hold events. The goal is to continue to move forward with the Community Outreach.

Ron apologizes for the cameras during the meeting. He hopes that next month there will be a better display set up and everyone will be seen.

Commissioner Halliday asked if a thank you from the Board can be sent to the Churches and organizations participating in the Community Outreach. Ron Miller will manage sending a thank you note out.

Commissioner Henry asked regarding the Pecks Beach Redevelopment if any obstacles and/or roadblocks are foreseen regarding Tax Credits. Mrs. Jones stated the Authority does not foresee any obstacles at this point.

Mrs. Jones stated there are a few projects coming up on the grounds and in the building to make a better home for the residents. More information on these projects will be brought before the board in the coming months.

Motion to approve the Executive Director's Report made by Commissioner McCall and seconded by Commissioner Broadley. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Old Business – None.

New Business – None.

With no other discussion on related matters the Chairperson moved to Resolutions.

Resolution #2024-63
Resolution to Approve Monthly Expenses

Chairperson Barr called for a motion to approve the monthly expenses in the amount of \$117,199.31. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones provided a brief explanation of the bill list. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes with exception of Acenda invoices)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2024-64
Approval 2025 Board Meeting Dates

Chairperson Barr called for a motion to approve Resolution #2024-64. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2024-65
Appointing JIF Fund Commissioner

Chairperson Barr called for a motion to approve Resolution #2024-65. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones provided a brief explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2024-66
Appointing Risk Management Consultant

Chairperson Barr called for a motion to approve Resolution #2024-66. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones provided an explanation. Heist Insurance is the Risk Management Consultant. Mrs. Jones will ask the Consultant to present to the Board in the next couple of months. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2024-67
Designating Public Agency Compliance Officer (P.A.C.O.)

Chairperson Barr called for a motion to approve Resolution #2024-67. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Ron Miller provided an explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Per Chairperson and Vice Chairperson privilege, Chairperson Barr stated he is going to add Resolution #2024-68 has been added to the table. He turned the meeting over to Counsel, Mike Watson for title of resolution and explanation. Mr. Watson presented and explained Resolution #2024-68. Chairperson Barr provided further explanation of Resolution #2024-68. Mr. Watson stated this resolution is justified.

Resolution #2024-68
**Authorizing Conditional Payment of Additional Compensation
to the Vineland Housing Authority**

Chairperson Barr called for a motion to approve Resolution #2024-68. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Chairperson Barr requested comments from the public. No Comments. Chairperson Barr requested comments from Board Commissioners and/or Administration. Mrs. Jones thanked the Board for their generosity to recognize the Staff. She also complimented Ron and his staff for their efforts on the Authority's occupancy rate of 98-99%. Ron thanked Mrs. Jones.

With no further business to discuss, Chairperson Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 4:26 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer

Ocean City Housing Authority - Commissioner's Report - TOTAL

Month Ending: Dec 2024



	TOTAL			
	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December
<u>INCOME</u>				
DWELLING RENTAL	\$ 753,570	\$ 188,394	\$ <u>190,228</u>	\$ 1,834
TOTAL TENANT REVENUE	\$ 753,570	\$ 188,394	\$ 190,228	\$ 1,834
HUD OPERATING SUBSIDY	\$ 160,000	\$ 39,999	\$ <u>38,999</u>	\$ (1,000)
PBV HAP SUBSIDY	432,640	108,159	<u>99,010</u>	(9,150)
HUD CAPITAL FUNDS-OPERATIONS	150,350	37,587	-	(37,587)
CDBG INCOME	44,200	11,052	<u>2,781</u>	(8,271)
TOTAL HUD FUNDING	\$ 787,190	\$ 196,797	\$ 140,789	\$ (56,008)
INVESTMENT INCOME- UNRESTRICTED	\$ 550	\$ 138	\$ <u>97</u>	\$ (41)
NONDWELLING RENTAL INCOME	52,000	12,999	-	(12,999)
OTHER INCOME-LAUNDRY	4,300	1,077	<u>487</u>	(591)
OTHER INCOME-FRAUD RECOVERY	800	201	<u>771</u>	570
OTHER INCOME-MISCELLANEOUS	13,160	3,291	<u>13,484</u>	10,193
TOTAL INCOME	\$ 1,611,570	\$ 402,897	\$ 345,856	\$ (57,041)
 <u>EXPENSES</u>				
AUDIT FEES	\$ 17,250	\$ 4,311	\$ <u>4,311</u>	\$ -
ADVERTISING	1,900	477	-	(477)
OFFICE EXPENSES				
COMPUTER SERVICES	\$ 1,660	\$ 417	\$ <u>200</u>	\$ (217)
CONSULTANTS-RAD CONVERSION	6,320	1,581	-	(1,581)
COPIER	1,220	306	-	(306)
DUES & PUBLICATIONS	730	183	<u>215</u>	32
OFFICE SUPPLIES	840	210	<u>32</u>	(178)
PHONE & INTERNET	14,980	3,744	<u>4,448</u>	704
POSTAGE	4,200	1,050	<u>523</u>	(527)
LEGAL	26,600	6,651	<u>3,663</u>	(2,988)
CRIMINAL BACKGROUND CHECKS	1,050	264	<u>295</u>	31
TRAVEL	4,000	999	-	(999)
TRAINING	440	111	-	(111)
ACCOUNTING	34,500	8,628	<u>8,625</u>	(3)
MANAGEMENT FEES	316,960	79,242	<u>58,133</u>	(21,109)
MISCELLANEOUS-SUNDRY	14,760	3,696	<u>7,636</u>	3,940
BILL PAY ACH/CHECK WRITING FEE	-	-	<u>79</u>	79
TOTAL ADMINISTRATIVE EXPENSES	\$ 447,410	\$ 111,870	\$ 88,159	\$ (23,711)
OTHER TENANT SERVICES	\$ 11,700	\$ 2,925	\$ <u>5,376</u>	\$ 2,451
TENANT SVCS - BEHAVIORAL HEALTH	44,200	11,052	<u>1,229</u>	(9,823)
TOTAL OTHER TENANT SERVICES	\$ 55,900	\$ 13,977	\$ 6,605	\$ (7,372)

Ocean City Housing Authority - Commissioner's Report - TOTAL

Month Ending: Dec 2024



	TOTAL			
	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December
WATER/SEWER	\$ 130,840	\$ 32,709	\$ <u>31,914</u>	\$ (795)
ELECTRIC	145,590	36,399	<u>28,507</u>	(7,892)
GAS	39,040	9,762	<u>9,948</u>	186
TOTAL UTILITY EXPENSES	<u>\$ 315,470</u>	<u>\$ 78,870</u>	<u>\$ 70,369</u>	<u>\$ (8,501)</u>
MAINTENANCE LABOR	\$ 112,390	\$ 28,101	\$ <u>26,184</u>	\$ (1,917)
MAINT. MATERIALS	111,490	27,888	<u>9,803</u>	(18,085)
MAINT. CONTRACT COSTS	179,040	44,766	<u>33,283</u>	(11,483)
EMPLOYEE BENEFITS	90,360	22,593	<u>18,146</u>	(4,447)
TOTAL MAINTENANCE	<u>\$ 493,280</u>	<u>\$ 123,348</u>	<u>\$ 87,416</u>	<u>\$ (35,932)</u>
INSURANCE	\$ 142,910	\$ 35,733	\$ <u>29,771</u>	\$ (5,962)
FLOOD INSURANCE	24,760	6,189	<u>9,850</u>	3,661
BAD DEBTS	7,690	1,923	<u>1,923</u>	-
COMPENSATED ABSENCES	3,600	900	<u>900</u>	-
PAYMENT IN LIEU OF TAXES	43,810	10,956	<u>10,956</u>	-
PENSION	6,010	1,503	<u>1,503</u>	-
RETIREE BENEFITS	12,650	3,162	<u>2,156</u>	(1,006)
TOTAL OTHER EXPENSES	<u>\$ 241,430</u>	<u>\$ 60,366</u>	<u>\$ 57,060</u>	<u>\$ (3,306)</u>
TOTAL EXPENDITURES	<u>\$ 1,553,490</u>	<u>\$ 388,431</u>	<u>\$ 309,610</u>	<u>\$ (78,821)</u>
Replacement Reserve	\$ 45,890	\$ 11,472	\$ <u>11,480</u>	\$ 8
PROFIT	<u>\$ 12,190</u>	<u>\$ 2,994</u>	<u>\$ 24,766</u>	<u>\$ 21,772</u>

Commissioner's Report - Property Detail

Month Ending: Dec 2024



	BAYVIEW				SPEITEL				PECK'S FAMILY			
	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December
INCOME												
DWELLING RENTAL	\$ 267,850	\$ 66,963	\$ 55,404	\$ (11,559)	\$ 180,030	\$ 45,009	\$ 44,827	\$ (182)	\$ 305,690	\$ 76,422	\$ 89,997	\$ 13,575
TOTAL TENANT REVENUE	\$ 267,850	\$ 66,963	\$ 55,404	\$ (11,559)	\$ 180,030	\$ 45,009	\$ 44,827	\$ (182)	\$ 305,690	\$ 76,422	\$ 89,997	\$ 13,575
HUD OPERATING SUBSIDY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 39,999	\$ 38,999	\$ (1,000)
PBV HAP SUBSIDY	214,210	53,553	43,609	(9,945)	218,430	54,606	55,401	795	-	-	-	-
HUD CAPITAL FUNDS-OPERATIONS	-	-	-	-	-	-	-	-	150,350	37,587	-	(37,587)
CDBG INCOME	15,500	3,876	779	(3,097)	15,500	3,876	501	(3,375)	13,200	3,300	1,502	(1,798)
TOTAL HUD FUNDING	\$ 229,710	\$ 57,429	\$ 44,387	\$ (13,042)	\$ 233,930	\$ 58,482	\$ 55,902	\$ (2,580)	\$ 323,550	\$ 80,886	\$ 40,501	\$ (40,385)
INVESTMENT INCOME-UNRESTRICTED	\$ 300	\$ 75	\$ 34	\$ (41)	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ 63	\$ 63	\$ 0
NONDWELLING RENTAL INCOME	52,000	12,999	-	(12,999)	-	-	-	-	-	-	-	-
OTHER INCOME-LAUNDRY	2,300	576	181	(395)	-	-	261	261	2,000	501	45	(457)
OTHER INCOME-FRAUD RECOVERY	-	-	-	-	-	-	-	-	800	201	771	570
OTHER INCOME-MISCELLANEOUS	3,950	987	512	(475)	1,610	405	150	(255)	7,600	1,899	12,822	10,923
TOTAL INCOME	\$ 556,110	\$ 139,029	\$ 100,518	\$ (38,511)	\$ 415,570	\$ 103,896	\$ 101,140	\$ (2,756)	\$ 639,890	\$ 159,972	\$ 144,199	\$ (15,773)
EXPENSES												
AUDIT FEES	\$ 7,000	\$ 1,749	\$ 1,749	\$ -	\$ 4,200	\$ 1,050	\$ 1,050	\$ -	\$ 6,050	\$ 1,512	\$ 1,512	\$ -
ADVERTISING	500	126	-	(126)	500	126	-	(126)	900	225	-	(225)
OFFICE EXPENSES												
COMPUTER SERVICES	\$ 500	\$ 126	\$ 56	\$ (70)	\$ 500	\$ 126	\$ 36	\$ (90)	\$ 660	\$ 165	\$ 108	\$ (57)
CONSULTANTS-RAD CONVERSION	500	126	-	(126)	3,040	759	-	(759)	2,780	696	-	(696)
COPIER	740	186	-	(186)	480	120	-	(120)	-	-	-	-
DUES & PUBLICATIONS	170	42	60	18	200	51	39	(12)	360	90	116	26
OFFICE SUPPLIES	320	81	9	(72)	110	27	6	(21)	410	102	17	(85)
PHONE & INTERNET	3,660	915	1,251	336	7,420	1,854	1,849	(5)	3,900	975	1,347	372
POSTAGE	1,200	300	146	(154)	1,200	300	94	(206)	1,800	450	282	(168)

Commissioner's Report - Property Detail

Month Ending: Dec 2024



	<u>BAYVIEW</u>				<u>SPEITEL</u>				<u>PECK'S FAMILY</u>			
	<i>ANNUAL</i>	<i>BUDGET</i>	<i>ACTUAL</i>	<i>VARIANCE</i>	<i>ANNUAL</i>	<i>BUDGET</i>	<i>ACTUAL</i>	<i>VARIANCE</i>	<i>ANNUAL</i>	<i>BUDGET</i>	<i>ACTUAL</i>	<i>VARIANCE</i>
	<i>BUDGET</i>	<i>THRU</i>	<i>THRU</i>	<i>THRU</i>	<i>BUDGET</i>	<i>THRU</i>	<i>THRU</i>	<i>THRU</i>	<i>BUDGET</i>	<i>THRU</i>	<i>THRU</i>	<i>THRU</i>
	<i>December</i>	<i>December</i>	<i>December</i>		<i>December</i>	<i>December</i>	<i>December</i>		<i>December</i>	<i>December</i>	<i>December</i>	
LEGAL	8,950	2,238	<u>1,738</u>	(500)	7,200	1,800	<u>357</u>	(1,443)	10,450	2,613	<u>1,568</u>	(1,045)
CRIMINAL BACKGROUND CHECKS	250	63	<u>220</u>	157	350	87	-	(87)	450	114	<u>75</u>	(39)
TRAVEL	2,000	501	-	(501)	1,000	249	-	(249)	1,000	249	-	(249)
TRAINING	140	36	-	(36)	200	51	-	(51)	100	24	-	(24)
ACCOUNTING	8,600	2,151	<u>2,415</u>	264	9,500	2,376	<u>1,553</u>	(824)	16,400	4,101	<u>4,658</u>	557
MANAGEMENT FEES	87,520	21,879	<u>13,899</u>	(7,980)	71,370	17,844	<u>8,935</u>	(8,909)	158,070	39,519	<u>35,299</u>	(4,220)
MISCELLANEOUS-SUNDRY	3,960	996	<u>4,198</u>	3,202	3,980	993	<u>809</u>	(184)	6,820	1,707	<u>2,629</u>	922
BILL PAY ACH/CHECK WRITING FEE	-	-	<u>22</u>	22	-	-	<u>14</u>	14	-	-	<u>43</u>	43
TOTAL ADMINISTRATIVE EXPENSES	\$ 126,010	\$ 31,515	\$ 25,764	\$ (5,751)	\$ 111,250	\$ 27,813	\$ 14,741	\$ (13,072)	\$ 210,150	\$ 52,542	\$ 47,655	\$ (4,887)
OTHER TENANT SERVICES	\$ 8,350	\$ 2,088	\$ <u>1,998</u>	\$ (90)	\$ 3,350	\$ 837	\$ <u>901</u>	\$ 64	\$ -	\$ -	\$ <u>2,477</u>	\$ 2,477
TENANT SVCS – BEHAVIORAL HEALTH	15,500	3,876	<u>344</u>	(3,532)	15,500	3,876	<u>221</u>	(3,655)	13,200	3,300	<u>664</u>	(2,636)
TOTAL OTHER TENANT SERVICES	\$ 23,850	\$ 5,964	\$ 2,342	\$ (3,622)	\$ 18,850	\$ 4,713	\$ 1,122	\$ (3,591)	\$ 13,200	\$ 3,300	\$ 3,141	\$ (159)
WATER/SEWER	\$ 30,420	\$ 7,605	\$ <u>6,229</u>	\$ (1,376)	\$ 23,040	\$ 5,760	\$ <u>2,915</u>	\$ (2,845)	\$ 77,380	\$ 19,344	\$ <u>22,769</u>	\$ 3,425
ELECTRIC	106,400	26,601	<u>21,465</u>	(5,136)	20,710	5,178	<u>3,309</u>	(1,869)	18,480	4,620	<u>3,734</u>	(886)
GAS	-	-	-	-	4,590	1,149	<u>1,104</u>	(45)	34,450	8,613	<u>8,844</u>	231
TOTAL UTILITY EXPENSES	\$ 136,820	\$ 34,206	\$ 27,694	\$ (6,512)	\$ 48,340	\$ 12,087	\$ 7,329	\$ (4,758)	\$ 130,310	\$ 32,577	\$ 35,347	\$ 2,770
MAINTENANCE LABOR	\$ 31,470	\$ 7,869	\$ <u>7,332</u>	\$ (537)	\$ 20,230	\$ 5,058	\$ <u>4,713</u>	\$ (345)	\$ 60,690	\$ 15,174	\$ <u>14,140</u>	\$ (1,034)
MAINT. MATERIALS	27,620	6,909	<u>4,215</u>	(2,694)	69,360	17,346	<u>1,501</u>	(15,845)	14,510	3,633	<u>4,086</u>	453
MAINT. CONTRACT COSTS	85,920	21,486	<u>16,374</u>	(5,112)	55,250	13,812	<u>8,314</u>	(5,498)	37,870	9,468	<u>8,595</u>	(873)
EMPLOYEE BENEFITS	25,470	6,369	<u>5,080</u>	(1,289)	16,370	4,095	<u>3,265</u>	(830)	48,520	12,129	<u>9,801</u>	(2,328)
TOTAL MAINTENANCE	\$ 170,480	\$ 42,633	\$ 33,000	\$ (9,633)	\$ 161,210	\$ 40,311	\$ 17,794	\$ (22,517)	\$ 161,590	\$ 40,404	\$ 36,622	\$ (3,782)
INSURANCE	\$ 40,010	\$ 10,005	\$ <u>8,336</u>	\$ (1,669)	\$ 25,730	\$ 6,435	\$ <u>5,359</u>	\$ (1,076)	\$ 77,170	\$ 19,293	\$ <u>16,076</u>	\$ (3,217)
FLOOD INSURANCE	5,520	1,380	<u>1,293</u>	(87)	5,860	1,464	<u>1,251</u>	(213)	13,380	3,345	<u>7,306</u>	3,961
BAD DEBTS	2,730	684	<u>684</u>	-	1,840	459	<u>459</u>	-	3,120	780	<u>780</u>	-

Commissioner's Report - Property Detail

Month Ending: Dec 2024



	<u>BAYVIEW</u>				<u>SPEITEL</u>				<u>PECK'S FAMILY</u>			
	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December	ANNUAL BUDGET	BUDGET THRU December	ACTUAL THRU December	VARIANCE THRU December
COMPENSATED ABSENCES	1,200	300	<u>300</u>	-	1,200	300	<u>300</u>	-	1,200	300	<u>300</u>	-
PAYMENT IN LIEU OF TAXES	13,100	3,276	<u>3,276</u>	-	13,170	3,294	<u>3,294</u>	-	17,540	4,386	<u>4,386</u>	-
PENSION	1,590	399	<u>399</u>	-	1,010	252	<u>252</u>	-	3,410	852	<u>852</u>	-
RETIREE BENEFITS	3,540	885	<u>604</u>	(281)	2,280	570	<u>388</u>	(182)	6,830	1,707	<u>1,164</u>	(543)
TOTAL OTHER EXPENSES	\$ 67,690	\$ 16,929	\$ 14,892	\$ (2,037)	\$ 51,090	\$ 12,774	\$ 11,303	\$ (1,471)	\$ 122,650	\$ 30,663	\$ 30,865	\$ 202
TOTAL EXPENDITURES	\$ 524,850	\$ 131,247	\$ 103,692	\$ (27,555)	\$ 390,740	\$ 97,698	\$ 52,289	\$ (45,409)	\$ 637,900	\$ 159,486	\$ 153,630	\$ (5,856)
Replacement Reserve	\$ 27,760	\$ 6,939	\$ <u>6,947</u>	\$ 8	\$ 18,130	\$ 4,533	\$ <u>4,533</u>	\$ -	\$ -	\$ -	\$ -	\$ -
PROFIT	\$ 3,500	\$ 843	\$ (10,121)	\$ (10,964)	\$ 6,700	\$ 1,665	\$ 44,318	\$ 42,653	\$ 1,990	\$ 486	\$ (9,431)	\$ (9,917)

Ocean City Housing Authority

Administrative Report

DATE: January 15, 2025

TO: Board of Commissioners, Ocean City Housing Authority

FROM: Jacqueline S. Jones, Executive Director

SUBJECT: Monthly Report (Stats for December 2024)

PERIOD: December 12, 2024, to January 14, 2025

Peck's Beach Family Redevelopment Project

January 2025 Update – The project is now scheduled for the March 2025 NJHMFA board meeting for approval of tax credit funding.

December 2024 Update – The project is now scheduled for the February 2025 NJHMFA board meeting for approval of tax credit funding.

November 2024 The project is scheduled for the December 2024 NJHMFA board meeting to receive tax credit funding approval.

October Update – The Board awarded the contract for this project to Gary F. Gardner at the September 2024 board meeting. Contract amendments are being prepared for review to meet NJHMFA lending requirements. Final environmental services for the PHASE II are being completed along with a final project appraisal. The project team has submitted for building permits and is working through the NJ Energy Star program requirements.

September Update – An update on this project will be provided at the Board meeting.

August Update – Bidding is in a negotiation phase. An update on this project will be provided at the Board meeting.

July Update: Bids will be received on July 11, 2024. An update on this project will be provided at the Board meeting;

June Update: Bids were received May 29, 2024; The project was determined to be over-budget, the recommendation to the Board is to re-bid this project;

May Update: Pecks Beach Village Family – currently advertised for public bid. Bids are due May 29, 2024, at 11:00 AM EST.

April update: Counsel to provide an update on the status of the project with respect to the approvals from the Office of the State Comptroller.

March update: Counsel to provide an update on the status of the project with respect to the approvals from the Office of the State Comptroller.

February update: This project is under review for a possible change in approach.

January 2024 update: The project team continues to communicate with the OSC on this project. A verbal status update will be provided at the meeting.

Peck's Beach Family Redevelopment Project (continued)

History of Project

September '22 update – NJHMFA has received the application. A further update will be given at the board meeting;

October update – NJHMFA has received the application. A further update will be given at the board meeting;

November update: NJHMFA board approved the Declaration of Intent (DOI); The DOI has been passed to the Governor for the 14-day veto period; Notice of approval is anticipated for the first week in December; Next step is the submission of the project to the Planning Board by the end of November; We had a meeting with the Pecks Family residents on November 1st; The next meeting is planned for January 2023; Work on the RAD conversion process will continue to work toward “closing.”

December update: The official approval letter (Declaration of Intent) for the financing from the NJHMFA was received in November. Design details are in process. An informal meeting with the Planning Office is to be scheduled prior to the Planning Board presentation, which is anticipated for February 2023;

January 2023 update: The design is being readied for submission to the Planning Office by the end of January.

March Update: A courtesy review by the sub-committee of the Planning Board was held on March 2nd; The second resident meeting was held on March 7th; The consultant, architect and Authority staff were in a

February update: The design is being readied for submission to the Planning Office. Next steps – finalize construction plans, prepare bid documents; put out for bid; work toward financial closing with HMFA and HUD; the 2nd Resident meeting is scheduled for March;

The site plans for the project are ready for presentation to the Planning Board for the April 5th meeting;

April update: The presentation to the Planning Board was held on April 5th. The presentation was well received with votes for approval of the plan;

The Authority's consultants, The Brooke Group, applied for funding known as the Affordable Housing Protection Funds through the NJHMFA. At this writing, the NJHMFA has indicated the application for the \$4M grant is complete. We understand the next step is NJHMFA board approval.

May update: The project team continues to meet regularly in anticipation of bid packet completion. Geo-Technical testing services have been ordered. Phase II Environmental Review requirements are pending and are expected to be awarded once final proposals have been received.

June update: The project team met and reviewed the 50% plans in detail. Follow-up meetings continue; the next plan review of 90% drawings is scheduled for early July. Bidding is anticipated in August. Phase II & Geo-Technical field work has been completed; reports are still pending.

July update: The project team continues to meet regularly in anticipation of putting together a public bid package, the project team is currently reviewing 90% plans. Geo-Technical testing services – a preliminary report of the findings has been issued. Phase II Environmental Review remains pending, field work has been started, but reports have not yet been issued.

August 2023 update: The project team has completed design work and put this project out to public bid. A pre-bid meeting has been scheduled; bids are being received in early September.

September update: Bids were received on September 12, 2023 & were rejected due to over budget; are being evaluated by the Project Team.

Peck's Beach Family Redevelopment Project (continued)

History of Project

October 2023 update: Bids were rejected for being over budget; Bidding is expected to begin in November 2023;

November update: The bid package is under review with the OCHA team and is gathering responses to the Comptroller's office;

December 2023 update: This project remains under review at the Office of the State Comptroller. The project team has been in communication with the OSC and is working diligently to resolve the remaining issues.

Bayview Manor

<p>Bayview Manor Landscaping Project</p>	<p>Project Specifications are being developed for hopeful Fall plantings;</p>	<p>August Update: A meeting with the landscape architect is being scheduled;</p> <p>September Update: A specification for the landscaping at Bayview Manor is in process to obtain quotes for the work;</p> <p>October Update: Specifications for this project are in review; This work will be completed in the spring;</p> <p>November update: Some shrubs have been removed; The land has been graded and grass seed has been planted; New plantings are planned for April 2023;</p> <p>December update: New plantings are planned for April 2023;</p> <p>January update: New plantings are planned for April 2023;</p> <p>February update: New plantings are planned for April 2023;</p> <p>March update: This project has been placed on hold pending the outcome of the needed funds for to complete the Bayview Manor renovations;</p> <p><i>No Status Change on this Project;</i></p>
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Community Outreach

On October 24, 2024, the property manager and operations manager held a meeting with Bayview Manor and Speitel residents. Light refreshments and snacks were provided. Discussion was had regarding the provisions of our lease, and house rules as a friendly reminder. Maintenance came and demonstrated to the tenants, mainly for Speitel, the proper function of the HVAC remotes because we were getting a few calls about remote errors. Since this meeting we haven't gotten any HVAC calls for Speitel regarding those issues. The tenants that came to the meeting filled out the form for the vehicle registration and parking permits were issued.

On Nov 12, 2024, there was an outreach event for Pecks Family with the same guidelines, discussing some lease violations, ex: dogs, housekeeping, parking, smoking. Parking permits were distributed to the tenants who are ready with their information.

On November 19th community members from St James Church came and distributed Thanksgiving goodie bags to the tenants at Bayview Manor and Speitel Commons. We expect additional events in the future from this church.

On December 3rd members from St. Peters Church hosted a holiday event with the tenants at Bayview Manor and Speitel Commons. A lasagna lunch was served buffet style along with salad, dinner rolls, and light refreshments. Tenants enjoyed their time in the community room with Holiday décor and music.

Additionally, on December 19, 2024, St James's church hosted a Holiday sing along, hot chocolate, and snacks were provided for the residents. Both events were a success, with a lot of great feedback received from tenants.

Board of Commissioners –Rutgers Training Program Status

Commissioner	Training Program Status
Robert Barr, Chairperson	Completed
Robert Scott Halliday, Vice Chairperson	Completed
Brian Broadley	Completed
Robert Henry	Completed
Beverly McCall	Completed
Patricia Miles-Jackson	Completed
Patrick Mumman	Completed

Program Statistics Report 10/2024 - 10/2025

**2024
DEC**

**2024
NOV**

**2024
OCT**

Tenant Accounts Receivable			
Number of "non-payment of rent" cases referred to the solicitor	0	3	2
Unit Inspections			
Total number of units to be inspected in fiscal year	119	119	119
Number of inspections completed this month - all sites (include BB insp.)	0	119	0
Total number of units inspected year-to-date - all sites	119	119	0
Occupancy			
Monthly Unit Turnaround Time (Avg) (Down, Prep & Lease-up Time)	41	0	364
Annual Unit Turnaround Time (For Fiscal Year)	1900	1859	1859
Monthly - Number of Vacancies Filled (this month)	1	0	2
Monthly - Average unit turnaround time in days for Lease up	6	0	15
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	26	0	349
PIC Score	100.00%	100.00%	100.00%
Vacancies - At end of Month			
Bay View Manor	2	2	1
Speitel Commons	1	0	0
Peck's Beach Family	0	0	0
Total	3	2	1
Occupancy Rate	97.52%	98.35%	99.17%
Vacancy Turnovers by VHA Maintenance Staff			
Total Hours (Summarized Quarterly)	12.04		
Average Hours per Vacancy per Month (Br. Sizes 0 thru 4)	3.67	2.45	1.74
Average Hours per Vacancy YTD (Br. Sizes 0 thru 4)	2.62	2.09	1.74
Rent Roll			
Bay View Manor - Elderly/Disabled	\$18,480	\$18,612	\$18,178
Speitel Commons - Elderly/Disabled	\$14,881	\$14,973	\$14,973
Peck's Beach - Family	\$27,247	\$30,010	\$30,471
Total Rent Roll	\$60,608	\$63,595	\$63,622
Waiting List Applicants - (all lists closed)			
Families - Ocean City Preference	13	13	13
Families - No Ocean City Preference	196	196	196
Elderly (Seniors - 62+)/Disabled - Ocean City Preference	5	5	6
Elderly (Seniors - 62+)/Disabled - No Ocean City Preference	171	171	188
0/1 Bedroom	176	176	194
2 Bedroom	55	55	55
3 Bedroom	112	112	112
4 Bedroom	42	42	42
Success Rate	25%	25%	25%
Maintenance Department			
Average work order turnaround time in days - Tenant Generated	0.10	0.09	0.09
Total Tenant Generated Work Orders	47	52	65
Number of routine work orders written this month	168	121	72
Number of outstanding work orders from previous month	167	205	343
Total number of work orders to be addressed this month	382	378	481
Total number of work orders completed this month	184	211	276
Total number of work orders left outstanding	198	167	205
Number of emergency work orders written this month	0	0	1
Total number of work orders written year-to-date	526	311	138
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	0	0	0
Real Estate Assessment Center (REAC) Scores			
Year-End 2018 - Audited - Remains static due to RAD Application	68	68	68

**Ocean City Housing Authority
Cash Report
As of December 31, 2024**

Net Cash Position:

Cash Balance per Reconciled Bank Statement at 12/31/2024	\$586,001.38
<i>2023 Capital Fund available for PH (pbfamily)</i>	\$113,332.00
<i>2024 Capital Fund available for PH (pbfamily)</i>	\$155,596.00
Add: A/R-Tenants 12/2024	
	Current \$9,182.44
	Past \$1,609.84

Reimbursements Due From The City

Reimbursement for Behavioral Health Svcs - CDBG Grant - Acenda	\$10,871.21
Reimbursement for Bayview Manor/Speitel Construction - City of OC	\$0.00
Reimbursement for Pecks Family Redevelopment - City of OC	\$55,162.22

Less: Payments -January 2025 bill list (\$246,950.79)

Accrued Expenses - Total from detail below \$21,453.50

<u>Accrued Expenses</u>	<u>Annual Budget</u>	<u>No of Months</u>	<u>Amount Accrued Less Paid</u>
Insurance-Prop/Flood	167,670.00	3	(35,228.50)
Bad Debt	7,690.00	3	1,922.50
Comp Absences	3,600.00	3	900.00
P.L.L.O.T.	43,810.00	3	10,952.50
Net Accrual	222,770.00		(21,453.50)

Net Cash Balance \$706,257.80

	<u>Average Expenses</u>	<u>Cash Available for # of</u>	
Per Month	\$ 103,203	5.68	Months
Per Day	\$ 3,440	205	Days

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-01
A Resolution Approving Regular Monthly Expenses**

WHEREAS, the Housing Authority of the City of Ocean City 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, prior to the Board meeting, a member of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment of the expenses on the Bill List in the amount of \$246,950.79 .

NOW, THEREFORE, BE IT RESOLVED that the Secretary-Treasurer be and is hereby authorized to pay the current bills that are presented to the Board of Commissioners for consideration on this date.


ADOPTED: January 21, 2025

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					✓
Commissioner McCall	✓				✓	
Commissioner Jackson	✓		Acenda			
Commissioner Henry	✓					
Commissioner Mumman	✓					
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY


BY: _____


Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: _____


Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**OCEAN CITY HOUSING AUTHORITY
BILL LIST - JANUARY 2025**

BANK: COCC MGMT

Check/ACH/Wire #	Vendor	Invoice Notes	Total Amount
1888	ACENDA	Apr 2024 Resident Wellness Svcs	\$ 1,366.73
1923	ACENDA	May 2024 Resident Wellness Svcs	\$ 1,066.72
48	ACENDA	June 2024 Resident Wellness Svcs	\$ 1,700.09
48	ACENDA	July 2024 Resident Wellness Svcs	\$ 1,816.76
61	ACENDA	Aug 2024 Resident Wellness Svcs	\$ 1,106.72
70	ACENDA	Sept 2024 Resident Wellness Svcs	\$ 1,033.39
	ACENDA	Oct 2024 Resident Wellness Svcs	\$ 1,229.39
	ACENDA	Nov 2024 Resident Wellness Svcs	\$ 1,551.41
661659	NJ DIV OF PENSIONS & BENEFITS	Pension deductions - Dec 2024	\$ 535.19
705355	VERIZON	Office phone svc - 12/16/24-01/15/25	\$ 63.95
1102025	ADP	01/10/2025 payroll & taxes	\$ 1,898.09
1330073	NJ SHBP	Employee premium - Jan 2025	\$ 7,404.62
1330078	NJ SHBP	Retiree premium - Jan 2025	\$ 516.04
12272024	ADP	12/27/2024 payroll & taxes	\$ 2,887.46
20241227	ADP	12/27/2024 invoice	\$ 88.88
20250110	ADP	01/10/2025 invoice	\$ 85.51
65957963	COMCAST	Office internet 12/13/24-01/12/25	\$ 258.37
97879001	NJ AMERICAN WATER	Water/sewer service - PBF 11/19-12/17/24	\$ 7,293.88
	AMBIENT COMFORT	Full system eval/HVAC repair - PBF & Speitel	\$ 4,939.88
	ASAP PLUMBING & HEATING	Plumbing svcs - PBF	\$ 129.00
	ATLANTIC CITY ELECTRIC	Electric svc - BVM 11/16-12/27/24	\$ 12,418.84
	ATLANTIC CITY ELECTRIC	Electric svc - SP 11/16-12/27/24	\$ 1,605.04
	ATLANTIC CITY ELECTRIC	Electric svc - 4TH ST OFC 11/27-12/30/24	\$ 292.00
	ATLANTIC CITY ELECTRIC	Electric svc - PBF SITE LIGHTS 11/27-12/30/24	\$ 1,343.64
	BAI-LAR INTERIOR SVC INC	Roller shades - BVM	\$ 1,933.04
	CALL EXPERTS	Answering service - Jan 2025	\$ 191.27
	CARAHSOFT	Admin monitoring fee Nov 2024	\$ 14.99
	CDW GOVERNMENT	Office equipment	\$ 1,647.97
	CLEAN SWEEP	Cleaning - BVM/Speitel Dec 2024	\$ 3,325.00
	COLUMN SOFTWARE	Board meeting schedule notice	\$ 48.92
	COMCAST	Speitel internet - 12/27/24-01/26/25	\$ 206.54
	DRAIN DOCTOR	Plumbing svcs - PBF	\$ 625.00
	ELDER PEST CONTROL	Pest svc - Dec 2024	\$ 765.00
	FEDERAL EXPRESS	Deliveries - Dec 2024	\$ 20.93
	FLORENCE DRISCOLL	January 2025 tenant svcs	\$ 200.00
	GANNETT NY/NJ	Board meeting schedule notice	\$ 32.16
	HD SUPPLY (formerly Home Depot Pro)	Maint Supplies	\$ 4,013.73
	HD SUPPLY FACILITIES	Maint Supplies	\$ 115.72
	JOHN SPITZ	Dec 2024 co-pay reimb, Jan 2025 Medicare reimb	\$ 200.00
	LINDA AVENA	Accounting svcs - Jan 2025	\$ 2,875.00
	MAX COMMUNICATIONS	Office phone system - Dec 2024	\$ 194.01
	NJ AMERICAN WATER	Water/sewer service - Speitel fire svc 11/20-12/18/24	\$ 135.64
	NJ AMERICAN WATER	Water/sewer service - Speitel 11/20-12/18/24	\$ 1,265.74
	NJ AMERICAN WATER	Water/sewer service - BVM 11/20-12/18/24	\$ 2,638.03
	NJ AMERICAN WATER	Water/sewer service - BVM fire svc 11/20-12/18/24	\$ 277.40
	NJ PHA JIF	1st insurance installment - CY2025	\$ 77,146.00
	PLUMB PERFECT LLC	Hot water heater installation	\$ 1,807.50
	ROBERT L ROWELL	January 2025 maint contract grounds services	\$ 200.00
	ROBINSON & ROBINSON	Eviction filings - Dec 2024	\$ 1,434.00
	SHERWIN WILLIAMS	Paint supplies	\$ 229.39
	SOUTH JERSEY CULLIGAN WATER	Water cooler rental - Jan 2025	\$ 10.00
	SOUTH JERSEY GAS	Gas svc - SP 11/23-12/26/24	\$ 462.10
	SOUTH JERSEY WEB DESIGN	Website changes	\$ 125.00
	STERICYCLE	Paper shredding svc - 12/2024	\$ 155.88
	SUSANNE PITTS	Travel reimbursement for LIHTC HCCP training - Oct 2024	\$ 238.36
	TOWER RECYCLING	Trash compactor repair - Speitel	\$ 865.00
	VERIZON	Speitel alarm/elevator line - 12/11/24-01/10/25	\$ 324.34
	VERIZON CONNECT	Vehicle tracking subscription - Dec 2024	\$ 55.35
	VERIZON WIRELESS	Maint cell phone svc - 12/02/24-01/01/25	\$ 164.33
	VINELAND HOUSING AUTHORITY	Dec 2024 postage, office/maint billing, Jan 2025 mgmt fee	\$ 31,234.34
	W.B. MASON CO.	Office supplies	\$ 87.29
ACH - Transfer	OCEAN CITY HOUSING AUTHORITY	Reserve account deposit BVM/Speitel - Jan 2025	\$ 3,824.00
ACH - Transfer	PNC BANK FEES	Fees - Dec 2024	\$ 68.00
		TOTAL JANUARY DISBURSEMENTS COCC (coecstur)	\$ 191,788.57
		TOTAL JANUARY DISBURSEMENTS BVM/SP OPER ACCT (sturbvm)	\$ -
		TOTAL JANUARY DISBURSEMENTS CONSTR ACCT (sturcons)	\$ -
		TOTAL JANUARY DISBURSEMENTS PBFAM GEN (pbfamily redevelopment)	\$ 55,162.22
		TOTAL BILL LIST - JANUARY 2025	\$ 246,950.79

BANK: BAYVIEW/SPEITEL OPERATING (rad_bayview & rad_speitel)

Check/ACH/Wire #	Vendor	Invoice Notes	Total Amount
		TOTAL JANUARY DISBURSEMENTS (sturbvm)	\$ -

BANK: PBFAMILY GENERAL FUND (pbfamily)

Check/ACH/Wire #	Vendor	Invoice Notes	Total Amount
	THE BROOKE GROUP	Consulting svcs - Sept-Nov 2024	31,352.50
	SCIULLO ENGINEERING	Engineering svcs - Pecks Pre Dev Draw #17	1,839.00
	REFORMA ENVIRONMENTAL	LSRP Svcs - Pecks Pre Dev Draw #17	14,200.00
	BROWN & CONNERY	Legal svcs - Sept - Nov 2024 - Pecks Pre Dev Draw #17	7,770.72
		TOTAL JANUARY DISBURSEMENTS (sturgen)	\$ 55,162.22

BANK: BAYVIEW/SPEITEL CONSTRUCTION (rad_bayview & rad_speitel)

Check/ACH/Wire #	Vendor	Invoice Notes	Total Amount
		TOTAL JANUARY DISBURSEMENTS (sturcons)	\$ -

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-02
A Resolution Designating an Official Newspaper**

WHEREAS, the Housing Authority of City of Ocean City must by statutory law publish various items in order to comply with said requirements of statutory law; and

WHEREAS, it is the desire of the City of Ocean City Housing Authority to designate an official newspaper for the publication of advertisements for business related matters, contracting purposes and/or the publication of various other items; and

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Ocean City desires to designate the Atlantic City Press and the Daily Journal of Vineland as the official newspapers for this this purpose.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Ocean City hereby designates the Atlantic City Press and the Daily Journal of Vineland as its official newspapers for the publication of advertisements for business related matters, contracting purposes and/or the publication of various other items pursuant to New Jersey statues, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publication.

ADOPTED: January 21, 2025

VOTE:

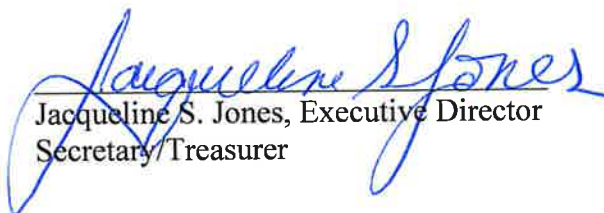
Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					
Commissioner McCall	✓				✓	
Commissioner Jackson	✓					
Commissioner Henry	✓					
Commissioner Mumman	✓					✓
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: 
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: 
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-03
Resolution Authorizing Payment of Draw #17
Pecks Beach Family Redevelopment**

WHEREAS, the Ocean City Housing Authority through a Shared Services Agreement with the City of Ocean City have committed to the redevelopment of an Authority property known as Peck’s Beach Family; and

WHEREAS, the Ocean City Housing Authority is committed to redeveloping the Peck’s Beach Family property; and

WHEREAS, the funding for the redevelopment Peck’s Family Redevelopment is through a combination of funding through the Ocean City Housing Authority, the City of Ocean City and a tax credit investor;

WHEREAS, the payment to the vendors for this pre-development expense of Peck’s Beach Family will be paid by the Ocean City Housing Authority through “Project Draws” funded by the City of Ocean City; and

WHEREAS, the attached Project Draws will be processed and the vendors paid upon receipt of the funds from the City of Ocean City; and

WHEREAS, Project Draw #17 in the amount of \$55,162.22 is attached for approval of this payment process;

THEREFORE, the Ocean City Housing Authority Board of Commissioners authorizes the payment of the above mentioned and attached draws upon receipt of the funds through the Shared Services Agreement with the City of Ocean City.

ADOPTED: January 21, 2025

VOTE:

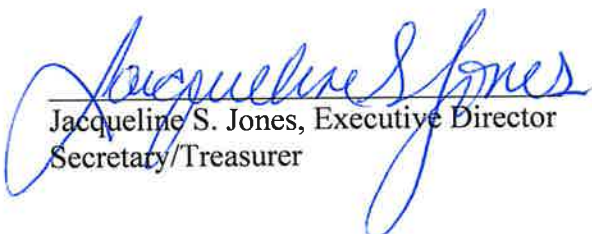
Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					✓
Commissioner McCall	✓				✓	
Commissioner Jackson	✓					
Commissioner Henry	✓					
Commissioner Mumman	✓					
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: 
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: 
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

HOUSING AUTHORITY OF THE CITY OF OCEAN CITY

Jacqueline Jones
Executive Director
Ocean City Housing Authority

January 10, 2025

Re: Payment to Service Providers for Pecks Beach Family Pre-Development Draw 17 from City

Dear Ms. Jones:

The above captioned draw to be paid from Housing Authority funds. The total amount of the draw is \$55,162.22. The Housing Authority will pay the project service providers as follows:

Payee	Address	Draw Amount
Reforma Environmental	P.O. Box 25097 Philadelphia, PA 19147	\$14,200.00
Brown & Connery LLP	360 Haddon Ave., PO Box 539 Westmont, NJ 08108	\$7,770.72
The Brooke Group LLC 209 E Egnor Dr Galloway, NJ 08205	209 E Egnor Drive Galloway, NJ 08205	\$31,352.50
Sciullo Engineering	137 S. New York Ave., Ste 2 Atlantic City, NJ 08401	\$1,839.00
	TOTAL	\$55,162.22

Attached are the following items to back up this disbursement:

- Bank Wire Instructions for Payees
- Copy of Pre-Development Draw #17

If you have any questions please feel free to contact Holly Ginnetti of The Brooke Group, LLC at (609) 652-7788 or by email at hollyf@brookegroupllc.com.

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-04
Granting an Official Leave of Absence (Workmen's Compensation)**

WHEREAS, employee Robert Lane was injured on the job on December 16, 2024; and

WHEREAS, said employee has been under Workmen's Compensation as of December 16, 2024; and

WHEREAS, it is recommended the Board of Commissioners of the Ocean City Housing Authority grant an official leave of absence under Workmen's Compensation to Robert Lane; and

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioner of the Ocean City Housing Authority grants Robert Lane an official leave of absence until released to full active duty with no restrictions by the Workmen's Compensation insurance company.

ADOPTED: January 21, 2025

VOTE:

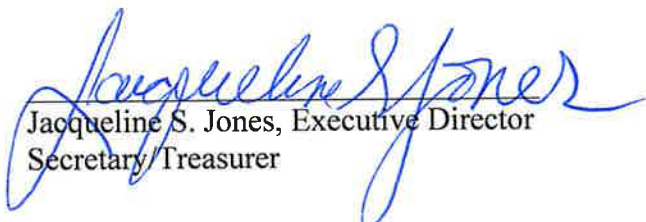
Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					
Commissioner McCall	✓				✓	
Commissioner Jackson	✓					
Commissioner Henry	✓					
Commissioner Mumman	✓					✓
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: 
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: 
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-05
Award Contract for Asbestos Containing Material (ACM) Abatement at Bayview Manor
to Shade Environmental**

WHEREAS, the Ocean City has solicited Requests for Quotes for Asbestos Containing Material (ACM) abatement at Bayview Manor; and

WHEREAS, this is a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, three quotes were requested; and

WHEREAS, three quotes were submitted and reviewed; and

WHEREAS, the lowest most responsible quote was received from Shade Environmental, LLC – 623 Cutler Avenue.; Maple Shade, NJ 08052; and,

WHEREAS, Shade Environmental has completed and submitted a Political Contributions Disclosure form which certifies that Shade Environmental has not made any reportable contributions to a political or candidate committee in the City of Ocean City in the previous year, and the contract will prohibit Shade Environmental from making any reportable contributions through the term of the contract; and

WHEREAS, the Ocean City Housing Authority recommends to its Board of Commissioners to award contract to Shade Environmental, LLC – 623 Cutler Avenue.; Maple Shade, NJ 08052 in the amount not to exceed \$22,800 per the quote attached hereunto; and

WHEREAS, the Ocean City Housing Authority has funding available for this expenditure (see attached certification); and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to award Shade Environmental for ACM abatement at Bayview Manor.

ADOPTED: January 21, 2025

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					
Commissioner McCall	✓				✓	
Commissioner Jackson	✓					
Commissioner Henry	✓					
Commissioner Mumman	✓					✓
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

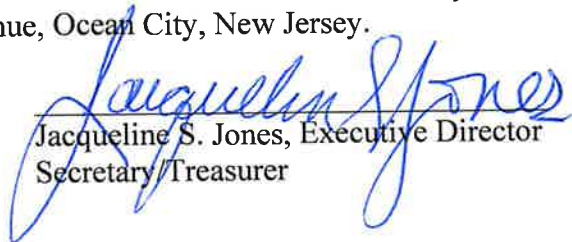
BY: _____


Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: _____


Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

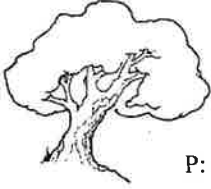
ACM Abatement – Bayview Manor

from the Bayview/Speitel Replacement Reserve account. The line item to be charged for the above expenditure is Account # 1400-06-000 (Buildings – Dwelling).



Wendy Hughes
Certifying Financial Officer

1/21/25
Date



Shade Environmental, LLC

623 Cutler Avenue, Maple Shade, NJ 08052

P: 856-755-0099 | F: 856-482-5879 | office@shadellc.com | www.shadellc.com

December 23, 2024

Diana Morales
Ocean City Housing Authority
635 West Avenue Ocean City NJ 08226

RE: Bayview Manor

Ocean City, NJ 08226

Shade Environmental is pleased to submit the following proposal for asbestos abatement.

Scope of Work – Unit 314:

- Remove and dispose of asbestos-containing materials as identified and quantified in the Asbestos Abatement Plans & Specifications prepared by Hillmann Consulting dated December 5, 2024.

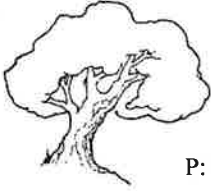
Price: \$22,800.00

Conditions:

1. Prevailing wage rates using a non-union workforce.
2. Water and electric to be available onsite.
3. All work area contents are to be removed by others.
4. Air monitoring is not included.
5. All required variances to be obtained by others.

The price includes all labor, material, and equipment to perform the project. All prevailing Federal, EPA, OSHA, State, and local regulations will be followed. All work will be performed by EPA certified and licensed State of New Jersey asbestos workers. All asbestos-containing material and waste will be disposed of in an EPA certified landfill.

The price includes \$1 million occurrence and \$5 million aggregate comprehensive general liability insurance on an occurrence basis with the ability to name the building owner as additional insured. All insurance coverage is provided by an A+ superior-rated insurance company.



Shade Environmental, LLC

623 Cutler Avenue, Maple Shade, NJ 08052

P: 856-755-0099 | F: 856-482-5879 | office@shadellc.com | www.shadellc.com

Shade Environmental looks forward to working with you. Should you have any questions, please feel free to call anytime.

Respectfully submitted,

Timothy Bryan
Project Manager

NOTE: This proposal will serve as a contract. If you would like to proceed in working with Shade Environmental, please sign and return this proposal by email to office@shadellc.com or fax to 856-482-5879. By signing below, you agree to pay the total price (**\$22,800.00**) in full.

Payment Terms: Net 30 from Date of Invoice. Late payments may be subject to an accruing interest charge of 1.5% per month. A service charge of 4.5% will be added for any credit card payments. It is further agreed that in the event a lien or suit is filed to enforce payment under this agreement, Shade Environmental will be reimbursed by the Client (Ocean City Housing Authority) for all court costs and reasonable attorney's fees in addition to accrued service charges.

Signature

Date

Print Name and Title

Company Name

PO No.

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-06
Resolution of the Ocean City Housing Authority Authorizing Immediate Replacement of
HVAC Equipment at Speitel Commons**

WHEREAS, it is necessary for immediate emergency replacement of failed HVAC equipment at Speitel Commons; and,

WHEREAS, it is necessary for the Ocean City Housing Authority to replace the failed HVAC equipment at Speitel Commons; and,

WHEREAS, the Purchasing Agent has declared the need to enter into emergency contract with Ambient Comfort LLC, 1790 Gallagher Drive, Vineland, NJ 08360 to replace the HVAC equipment; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-6, – Any contract may be negotiated or awarded for a contracting unit without public advertising for bids and bidding therefor, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners to the Ocean City Housing Authority authorizes the Purchasing Agent to enter into such contract with Ambient Comfort LLC, 1790 Gallagher Drive, Vineland, NJ 08360 as to make an immediate replacement of the HVAC equipment at Speitel Commons in the amount not to exceed \$34,000.

ADOPTED: January 21, 2025

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					
Commissioner McCall	✓					✓
Commissioner Jackson				✓		
Commissioner Henry	✓					
Commissioner Mumman	✓					
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: 
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.


By: 
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

**Emergency Replacement
of HVAC – Speitel Commons**

from the Bayview/Speitel Operating Account. The line item to be charged for the above expenditure is 1400-07-000 (Furniture & Equipment – Dwelling).



Wendy Hughes
Certifying Financial Officer
1/21/25
Date

1



1/15/2025

Ambient Comfort

1790 Gallagher Drive

Vineland, NJ. 08360

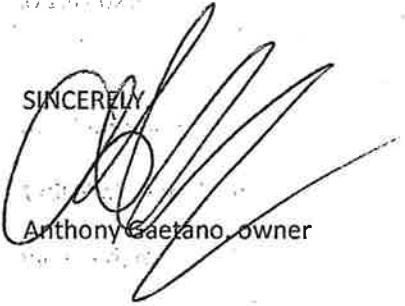
RE: Speitel Building Not TO Exceed

Ambient Comfort to supply and install mini-split replacement systems

Amount Not To Exceed: 17,100.00 per system

17,100.00

SINCERELY



Anthony Gaetano, owner

609-805-7530

1790 Gallagher Dr Vineland NJ 08360 PH 856-213-6586 Fax 856-213-6589 NJ#13VH06448800



221 Laurel Rd., Suite 165 Voorhees, NJ 08043

January 16, 2025

Ocean City Housing Authority
635 West Avenue OFC
Ocean City, NJ 08226

Attention: Mr. Ron Miller

RE: Speitel Commons

Dear Ron,

I'm writing to inform you that as the HVAC engineer of record for the Speitel Commons project we will also be coordinating with the mechanical contractor and the housing authority to assist in resolving the current HVAC issues within the building. Any proposed repairs shall be reviewed and approved by our office prior to the contractor being authorized to move forward.

If you have any comments or concerns regarding the above, please contact me at your convenience.

Sincerely,

Rocco Dolce
Principal
Summit Engineers Associates
NJ PE LIC# GE46523

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2025-07
Resolution Authorizing use of Contract #02-138
Pursuant to N.J.S.A. 52:34-6.2(b)(3)**

WHEREAS, the Ocean City Housing Authority, pursuant to N.J.S.A. 52:34-6.2(b)(3), may by resolution and without advertising for bids, join national cooperative purchasing agreements; and

WHEREAS, the Ocean City Housing Authority has the need on a timely basis to purchase goods or services utilizing national cooperative contracts; and

WHEREAS, the Ocean City Housing Authority is a registered member agency with OMNIA Partners Company; and

WHEREAS, the Ocean City Housing Authority intends to award OMNIA Cooperative Contract #02-138 to Ferguson Contract through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current national contracts; and

WHEREAS, the Ocean City Housing Authority may through the use of the aforementioned contract purchase in excess of the bid threshold; and

NOW, THEREFORE, BE IT RESOLVED, that the Ocean City Housing Authority authorizes the Purchasing Agent to purchase certain goods or services utilizing national cooperative contract with Ferguson #02-138, in excess of the bid threshold pursuant to all conditions of the contract; and

BE IT FURTHER RESOLVED, that the governing body of the Ocean City Housing Authority pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Executive Director.

ADOPTED: January 21, 2025

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					✓
Commissioner McCall	✓				✓	
Commissioner Jackson				✓		
Commissioner Henry	✓					
Commissioner Mumman	✓					
Commissioner Broadley	✓		✓			
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

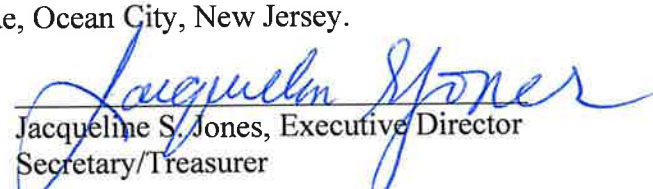
BY: _____


Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: _____


Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

RESOLUTION NO. 2025-08

Authorizing Entering into a Contract Agreement with Nielsen of Morristown

WHEREAS, it is necessary for the proper conduct of the order of business that the Ocean City Housing Authority enter into contract agreement with Nielsen of Morristown; and,

WHEREAS, it is necessary for the Ocean City Housing Authority acquire a vehicle; and,

WHEREAS, funds are available for the purpose of entering into a contract agreement with Nielsen of Morristown; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-5 – the Educational Services Commission of New Jersey is registered as Lead Cooperative agency NJ System Identifier #65MCESCCPS; and,

WHEREAS, the Educational Services Commission of New Jersey awarded Bid #23/24-11 to Nielsen of Morristown on December 15, 2023; and,

WHEREAS, the Ocean City Housing Authority finds it to be in the best interests of said Authority to enter into the Educational Services Commission of New Jersey Bid #23/24-11 contract agreement with Nielsen of Morristown for the purchase of (1) 2025 RAM 2500 (DJ7162) in the amount of **\$83,986.28**.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners to the Ocean City Housing Authority authorizes the award of a contract agreement with Nielsen of Morristown – 200 Ridgedale Ave., Morristown, NJ 07960.

ADOPTED: January 21, 2025

VOTE:

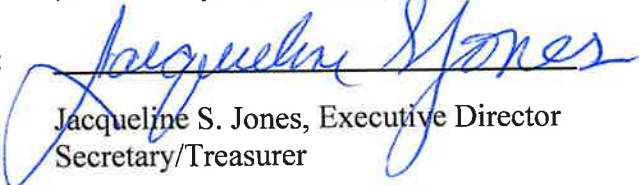
Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					
Commissioner McCall	✓				✓	
Commissioner Jackson				✓		
Commissioner Henry	✓					
Commissioner Mumman	✓					✓
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: 
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: 
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

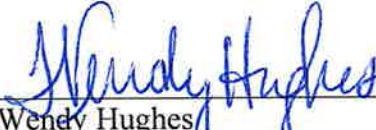
CERTIFICATION

Funding is available for:

PURCHASING AUTHORITY OWNED VEHICLES

(1) 2025 RAM 2500 (DJ7162)

from the 2023/2024 Capital Fund Grant in the amount totaling **\$83,986.28**. The line item to be charged for the above expenditure is 4414-00-000 (Vehicle Purchase).



Wendy Hughes
Certifying Financial Officer
1/21/25
Date



Quote

NIELSEN OF MORRISTOWN

200 Ridgedale Ave.
Morristown, NJ 07960

To: Ocean City Housing Authority 635 West Avenue OFC Ocean City, NJ 0226	From: Brooks Buxton Phone/Fax: (973) 319-7009 / (973) 884-2650 Vehicle Pick Up Location Nielsen Fleet 31 Williams Parkway East Hanover, NJ 07936
--	---

2025 Ram 2500 (DJ7L62) Tradesman 4x4 Reg Cab 8' Box
Educational Services Commission of NJ
Contract # ESCNJ 23/24-11

Mechanical

Engine: 6.4L V8 Heavy Duty HEMI MDS (STD)
Transmission: 8-Speed Auto (8HP75-LCV) (STD)
3.73 Axle Ratio (STD)
GVWR: 10,000 lbs
50 State Emissions

Transmission w/Driver Selectable Mode and Sequential Shift Control
Manual Transfer Case
Part-Time Four-Wheel Drive
730CCA Maintenance-Free Battery w/Run Down Protection
180 Amp Alternator
Electronically Controlled Throttle

Tip Start

Class V Towing Equipment -inc: Hitch and Trailer Sway Control
Trailer Wiring Harness
3680# Maximum Payload
HD Shock Absorbers
Front And Rear Anti-Roll Bars
HD Suspension
Hydraulic Power-Assist Steering
32 Gal. Fuel Tank
Single Stainless Steel Exhaust
Auto Locking Hubs
Multi-Link Front Suspension w/Coil Springs
Solid Axle Rear Suspension w/Coil Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Exterior

Wheels: 17" x 7.5" Steel Styled (STD)
Tires: LT245/70R17E BSW All-Season (STD)

Regular Box Style

Wheels w/Hub Covers
Center Hub
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Black Front Bumper

Interior

Driver Seat
Manual Adjust 4-Way Driver Seat
Passenger Seat
Manual Adjust 4-Way Front Passenger Seat
Manual Tilt Steering Column
Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Oil Temperature, Transmission Fluid Temp, Engine Hour Meter and Trip Odometer
Compass
Proximity Key For Push Button Start Only
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning
Glove Box
Interior Trim -inc: Metal-Look Instrument Panel Insert and Chrome/Metal-Look Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
Heavy Duty Vinyl 40/20/40 Split Bench Seat -inc: Storage Tray
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
2 12V DC Power Outlets
Partial Floor Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights
Remote USB Port - Charge Only

GPS Antenna Input

Global Telematics Box Module (TBM)
Integrated Voice Command w/Bluetooth
For Details, Visit DriveUconnect.com

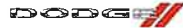
Instrument Panel Bin, Dashboard Storage, Driver And Passenger Door Bins

Manual 1st Row Windows
Delayed Accessory Power
Driver Information Center
Outside Temp Gauge
Analog Appearance
Seats w/Vinyl Back Material

Black Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Manual Side Mirrors
Manual Telescoping Mirrors
Manual Folding Exterior Mirrors
Black Exterior Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Black Grille
Tailgate Rear Cargo Access
Manual Tailgate/Rear Door Lock
Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference
Setting Headlamps w/Delay-Off
Cargo Lamp w/High Mount Stop Light
Entertainment
Radio w/Seek-Scan, Clock, Aux Audio Input Jack, Voice Activation, Radio
Data System and Uconnect External Memory Control

Radio: Uconnect 3 w/5" Display
4 Speakers
Streaming Audio
Integrated Roof Antenna
2 LCD Monitors In The Front

Armrests w/Storage
2-Way Front Head Restraints
Front Armrest w/Cupholders
40/20/40 Split Bench Seat
Immobilizer
Air Filtration
Safety-Mechanical
Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Safety-Exterior
Side Impact Beams
Safety-Interior
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
SiriusXM Guardian Emergency Sos
Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st Row Airbags
Airbag Occupancy Sensor
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and
Pretensioners
ParkView Back-Up Camera



Quote

NIELSEN OF MORRISTOWN

200 Ridgedale Ave.
Morristown, NJ 07960

2025 Ram 2500 (DJ7L62) Tradesman 4x4 Reg Cab 8' Box
Educational Services Commission of NJ
Contract # ESCNJ 23/24-11

MSRP	\$	49,670.00
Destination	\$	1,995.00
ESCNJ % off		14.7%
ESCNJ Total	\$	44,080.58

Factory Options

Item	Price
PXJ Bright White	
TXX8 Diesel Gray/Black, Heavy Duty Vinyl 40/20/40 Split Bench Seat -inc: Storage Tray	\$ -
WBN Wheels: 18" x 8.0" Steel -inc: 18" Steel Spare Wheel, Tires: LT275/70R18E BSW AS	\$ 295.00
TCN Tires: LT275/70R18E BSW AS	
A61 Tradesman Level 1 Equipment Group	\$ 1,880.00
DK3 Electronic Shift-On-The-Fly Transfer Case	\$ 295.00
XHC Trailer Brake Control -inc: Trailer Light Check	\$ 395.00
XEA Tow Hooks	\$ 100.00
MRU MOPAR Black Tubular Side Steps	\$ 445.00
LNJ Front Fog Lamps	\$ 195.00
JKV 115V Auxiliary Front Power Outlet -inc: Exterior 115V AC Outlet, 400W Inverter	\$ 255.00
Options	\$ 3,860.00
ESCNJ % off	3.00%
Factory Option Total	\$ 3,744.20
Delivery	\$ -

Additional Options

Duramag Aluminum Utility Body w/ Cab High Sides (Both Sides) w/ (4) Extra Shelves in Each Vertical Compartments Painted White Finish	\$ 22,511.50
Tommygate G2 Aluminum 2- Piece Folding Rear Liftgate	\$ 6,380.00
Ladder Rack; 200 Pound Capacity; Multi-Fit; Front Post Adjusts 21-3/16 To 35-3/16 Inch Width And 16 To 30 Inch Height; Rear Post Stationary At 21-3/16 Inch Width And 16-1/4 Inch Height; Powder Coated; White; Aluminum	\$ 1,550.00
Camera Relocation Bracket	\$ 275.00
In Box Tie Downs	\$ 665.00
Trays in Over Wheel Compartments	\$ 550.00
Recessed LED Lighting in Bumper	\$ 365.00
Diamond Plate Aluminum Stone Guard	\$ 275.00
Trailer Hitch Receiver	\$ 525.00
Spray-In Bedliner - Bed, Sides, Top of Utility Body, Rear Bumper	\$ 1,295.00
Trailer Plug Installed	\$ 225.00
Back Up Alarm	\$ 185.00
Amber Strobe Light Mounted to 3rd Brake Light Bracket	\$ 445.00
(2) LEDs in Front Grill & (2) LEDs on Rear on Utility Body (Amber)	\$ 915.00
Option Total	\$ 36,161.50

Total \$ 83,986.28

Date: 1/14/2025

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

RESOLUTION NO. 2025-09

Resolution of the Ocean City Housing Authority Authorizing Immediate Elevator Maintenance Updates and Repairs at Bayview Manor

WHEREAS, it is necessary for immediate emergency maintenance updates and repairs to the elevators at Bayview Manor; and,

WHEREAS, it is necessary for the Ocean City Housing Authority implement elevator maintenance updates and repairs per the attached scope of work; and,

WHEREAS, the Purchasing Agent has declared the need to enter into emergency contract with South Jersey Elevator - 1001 Lower Landing Rd.; Suite 502; Blackwood, NJ 08012 to make the necessary updates and repairs; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-6, – Any contract may be negotiated or awarded for a contracting unit without public advertising for bids and bidding therefor, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners to the Ocean City Housing Authority authorizes the Purchasing Agent to enter into such contract with South Jersey Elevator - 1001 Lower Landing Rd.; Suite 502; Blackwood, NJ 08012 to make the immediate maintenance updates and repairs to the elevators at Bayview Manor in the amount of \$11,527.07.

ADOPTED: January 21, 2025

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					✓
Commissioner McCall	✓				✓	
Commissioner Jackson				✓		
Commissioner Henry	✓					
Commissioner Mumman	✓					
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: _____

Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: _____

Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

Elevator Maintenance Update and Repairs – Bayview Manor

from the Bayview/Speitel Replacement Reserve account. The line item to be charged for the above expenditure is Account # 1400-07-000 (Furniture & Equipment – Dwelling).



Wendy Hughes
Certifying Financial Officer



Date

South Jersey Elevator

“Elevating Your Expectations”

Repair Agreement

Dear Ocean City Housing Authority,

Thank you for considering South Jersey Elevator for your upcoming project. We truly appreciate the opportunity to collaborate with you and explore ways to bring your vision to life. Your trust in our expertise means a great deal to us, and we are committed to exceeding your expectations.

Our team is excited about the prospect of working with you to provide a tailored solution that perfectly fits your needs. Whether it's enhancing accessibility in your home, modernizing an existing commercial system, or a new installation, we are here to ensure every detail is handled with the utmost care and professionalism.

We take pride in our commitment to:

- **Exceptional Quality:** Delivering reliable and high-quality elevator solutions for both residential and commercial projects.
- **Personalized Service:** Crafting solutions that align with your specific requirements and preferences.
- **Timely Communication:** Keeping you informed and supported throughout the process.
- **Safety First:** Upholding the highest safety standards in every project.

If you have any additional details or questions about the project, please don't hesitate to reach out to us at 609-545-8512 or info@sjelevator.com. We are eager to discuss how we can bring value to your project and deliver a solution that enhances your daily life or business operations.

Once again, thank you for the opportunity to serve you. We look forward to working together and making your project a success.

Warm regards,

William D McGrath
President/CEO
South Jersey Elevator
609-545-8512
w.mcgrath@SJElevator.com
www.sjelevator.com

Estimate date: 01/13/2025 12:55:00 pm
Proposal Title: Compliance Work: Installation of Collapsible Car Top Railing
Quotation#: Q-30347
Elevator: Elevators: E-15332 of Bayview Manor
SJE Rep: Mcgrath, William D

NJSTART#V00019798
NJEL#14845
EDDATA#T376

This Contract ("Agreement") is agreed to between:

Owner **Ocean City Housing Authority**

and

South Jersey Elevator (SJE) 1001 Lower Landing Rd Blackwood, NJ 0812

for repair work at the following property (the "Project"):

635 West Ave , Ocean City , NJ , 08226

SCOPE OF WORK: SJE shall furnish labor and material to complete the designated services and/or repairs to the building or other property. All work shall be performed by SJE in a good and workmanlike manner in accordance with industry standards. If necessary, SJE agrees to complete an additional scope of work as described on any Change Order to be agreed to by SJE and Owner. This Work does not include any associated building upgrades. Work that may need to be performed by Owner including work related to HVAC, electrical, pit ladders, fire alarm, plumbing, carpentry and finish work.

The contract price for this project has been calculated upon current material and fuel prices. However, the cost of fuel and the market for materials, including but not limited to steel, concrete, ductile iron, PVC, RCP, copper fitting is considered volatile, and a sudden price increase could occur. Contractor agrees to use its best efforts to obtain the lowest possible prices from qualified material suppliers, but should there be an increase in the price of fuel or those materials that are purchased after the execution of the contract for use in this project, the Owner agrees to pay the contract price increase to Contractor. Any claim by Contractor for the payment of a contract price increase, as provided above, shall require written notice to the Owner from Contractor stating the increased cost plus ten percent (10%) markup for the fuel or the material(s) in questions and the source of the supply.

Description of Services:

South Jersey Elevator (SJE) will remove the standard car top railing as per the State of New Jersey (DCA) requirements. A collapsible car top railing will be installed to meet compliance standards.

Additionally, SJE will update the elevator's software and make necessary wiring modifications to both the controller and the car top. Once the work is completed, South Jersey Elevator will notify the Inspector to ensure the violation is removed.

Should you require further details or clarifications, please do not hesitate to contact us. (the "Work")

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the date first written above.

Owner:

P0#2792

South Jersey
Elevator:

[Signature]

By: _____
Digitally signed by
Ron Miller
Date: 2025.01.22
14:55:32 -05'00'

By: _____
Title: _____
Date: _____

PAYMENT SCHEDULE: Owner shall pay SJE the Contract price for SJE's performance of the Contract ("the Contract Sum"). The Contract Sum shall be selected from one of the following: (Check the one applicable)

- a. Stipulated Sum of \$ \$11,527.07
taxes not included
- b. Agreed to Rate Sheet as set forth in attached Exhibit 1 plus SJE's Fee of _____
- c. _____

TERMS:

A. Terms of payment are 50% with order. The remaining balance of 50% will be due on the day of final installation.

B. Owner agrees to make all payments for work performed by or at the direction of SJE. If Owner does not pay SJE within 7 days of invoice, then SJE may, upon seven additional days' written notice to Owner, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately, and the Contract Sum shall be increased by the amount of SJE's reasonable costs of shut-down, delay and start-up, plus interest.

C. Interest on any unpaid balance shall be charged at the rate of 1.5% per month. Owner shall be responsible for reasonable attorney's fees and costs in the event that collection efforts (including legal action) are required to collect any unpaid balance.

COMMENCEMENT & COMPLETION: Work shall commence within a reasonable period of time following SJE's receipt of this Agreement as signed by Owner. SJE anticipates substantial completion within _____ days of obtaining a building permit (the "Contract Time").

LIMITATION OF LIABILITY: THE PARTIES ACKNOWLEDGE THAT THE LIABILITY OF SJE, IF ANY, AND OWNER'S SOLE AND EXCLUSIVE REMEDY FOR DAMAGES FOR ANY CLAIM OF ANY KIND WHATSOEVER, REGARDLESS OF THE LEGAL THEORY AND WHETHER ARISING IN TORT OR CONTRACT, SHALL BE LIMITED TO THE TOTAL AMOUNT OF THE PAYMENTS RECEIVED BY SJE PURSUANT TO THIS AGREEMENT. IN NO EVENT SHALL SJE (OR ANY OF ITS AFFILIATES, OFFICERS, DIRECTORS, EMPLOYEES AND ASSIGNS) BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND INCLUDING, BUT NOT LIMITED TO, COMPENSATION, REIMBURSEMENT OR DAMAGE ON ACCOUNT OF THE LOSS OF PRESENT OR PROSPECTIVE PROFITS OR FOR ANY OTHER REASON WHATSOEVER.

CONTRACT DOCUMENTS: In addition to this Agreement, the applicable Contract Documents, if any, are set forth in the list attached hereto as Exhibit 2.

INCORPORATION: To the extent of any conflict between this Agreement and the referenced Contract Documents, this Agreement shall control.

WARRANTY: SJE warrants that its Work will be free from defects in material or workmanship not intrinsic in the design or materials required by the Agreement for one year commencing on the date of substantial completion, provided that SJE has been paid in full for all Work (herein referred to as the "Warranty").

If Owner believes that the Work provided hereunder is defective in material or workmanship, then written notice with an explanation of the defect shall be given promptly by Owner to SJE, but all claims for Warranty service must be reported within the Warranty period. Additional work or repair or replacement of materials shall not extend the Warranty period as to the entire Work. The one-year period for correction of Work shall not be extended by corrective Work performed by SJE.

Owner's exclusive remedy and SJE's sole obligation is to supply and pay for all labor and materials necessary to repair Work found to be defective during the Warranty period.

Owner's failure to make a claim, as described in the above paragraph, shall constitute an unqualified acceptance of such Work and waiver by Owner of all claims with respect thereto.

EXCEPTIONS TO LIMITED WARRANTY: SJE shall have no liability or obligation to Owner with respect to Work requiring service during the Warranty period which is subject to any of the following: abuse, improper use, water intrusion, negligence, accident, modification, failure of the end-user or Owner to regularly maintain and inspect the Work, and attempted repair by nonqualified personnel.

The Warranty does not cover normal wear and tear. The Warranty will be suspended until SJE has been paid in full for its Work. Any suspension of the Warranty shall not toll or extend the Warranty. Warranties supplied by the manufacturer will replace and take precedence over the Warranty. In the event that manufacturers' warranties may apply, Owner agrees to seek all applicable forms of redress under such manufacturers' warranties prior to making or asserting any claim against SJE.

DISCLAIMER OF WARRANTY: EXCEPT FOR THE FOREGOING WARRANTIES, SJE HEREBY DISCLAIMS AND EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY AND/OR ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

INDEMNITY: To the fullest extent permitted by law, Owner shall defend, indemnify and hold harmless SJE, its affiliates, employees, officers, directors, assigns or subcontractors from all claims for bodily injury and property damage that may arise as a result, in whole or part, from the negligence or misconduct of Owner or others retained by Owner.

CONTRACT DOCUMENTS REVIEW: SJE is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but SJE shall promptly report to Owner any nonconformity discovered by or made known to SJE as a request for information in such form as the Architect may require. Owner shall undertake to resolve any error, inconsistency, or omission reported immediately and with such promptness as will not delay progress of the Work.

APPLICABLE CODES: All Work will comply with the prevailing codes and standards for elevator upgrade work describe
In the Contract Documents, including the ASME ANSI A17.1 Code and the ADA code.

CLOSE OUT DOCUMENTS: SJE shall provide as built wiring diagrams and schematic, installation and adjusting manuals.

INFORMATION AND SERVICES REQUIRED OF OWNER: Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. SJE shall be entitled to rely on the accuracy of information furnished by Owner but shall exercise proper precautions relating to the safe performance of the Work.

Owner shall furnish information or services required of Owner by this Agreement with reasonable promptness. Owner shall also furnish any other information or services under Owner's control and relevant to SJE's performance of the Work with reasonable promptness after receiving SJE's written request for such information or services.

Owner shall furnish 1) a dry and secure location for materials and 2) a phone line capable of establishing communication between an in-car phone (which dials a preprogrammed standard ten digit external number upon activation of a push

button) and a remotely located live attendant.

Owner or its consultants shall review and approve Shop Drawings, Product Data, Samples and similar submittals with such reasonable promptness as to cause no delay in the Work. As such, unless another time period is agreed to in writing by SJE and Owner, Owner or its consultants will shall review and approve Shop Drawings, Product Data, Samples and similar submittals within 10 calendar days of receipt.

Unless another time period is agreed to in writing by SJE and Owner, Owner or its consultants will process change order requests within 10 calendar days of receipt and requests for information within 3 calendar days of receipt.

If unsafe conditions occur while SJE is performing the Work, or if directed by federal, state or local officials, either SJE or Owner shall have the right to stop Work on the applicable Project.

TIME: SJE shall prepare and submit for Owner's information a construction schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and shall provide for expeditious and practicable execution of the Work. SJE shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

HOURS OF WORK: The compensation provided for in this Agreement contemplates all Work to be done during regular working hours of regular working days unless otherwise agreed upon by both parties and with SJE having uninterrupted possession of the elevator.

CHANGES IN THE WORK: By appropriate modification (a "Change Order"), changes in the Work may be accomplished after execution of the Contract. The Owner may order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, with the Contract Sum and Contract Time being adjusted accordingly. Such changes in the Work shall be authorized by written Change Order signed by the Owner and SJE. Adjustments in the Contract Sum and Contract Time resulting from a change in the Work shall be determined by mutual agreement of the parties or by SJE's cost of labor, material, equipment, and reasonable overhead and profit, unless the parties agree on another method for determining the cost or credit.

FORCE MAJEURE: If SJE is delayed at any time in the commencement or progress of the Work by an act or neglect of Owner, or of an employee or consultant of Owner, or of a separate contractor

employed by Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond SJE's control; or by delay authorized by Owner, then the Contract Time shall be extended by Change Order for such reasonable time.

INDEPENDENT CONTRACTOR: SJE shall act as an independent contractor in providing the Work. The means and methods SJE employs to provide the Work under this Agreement are matters entirely within its discretion and control in accordance with accepted industry practices. SJE has no authority to act as an agent of Owner. SJE acknowledges and agrees that SJE is solely responsible and liable for performance of all duties, obligations and responsibilities as an employer of individuals hired or retained by SJE to provide services to Owner, including, but not limited to, recruitment, interviewing, hiring, maintenance of personnel records, compliance with Form I-9 Employment Eligibility Verifications, drug testing, payment of wages, setting wage rates and supervision.

CONCEALED OR UNKNOWN CONDITIONS: If SJE encounters conditions at the Project that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, SJE shall promptly provide notice to Owner before conditions are disturbed and in no event later than 21 days after first observance of the conditions. Owner will promptly investigate such conditions and, if Owner determines that they differ materially and cause an increase or decrease in SJE's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If Owner determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of this Agreement is justified, Owner shall promptly notify SJE in writing, stating the reasons. If SJE disputes Owner's determination or recommendation, SJE may proceed under the Dispute Resolution procedures set forth below.

TRAINING & KEYS: SJE will provide training to building and facilities personnel on the use of newly installed equipment. It will provide three (3) sets of keys of all key switches.

TERMINATION BY SJE: SJE may terminate this Agreement if the Work is stopped for a period of 30 consecutive days through no act or fault of SJE or a

subcontractor, sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with SJE, for any of the following reasons:

- 1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- 2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;
- 3 Because Owner has not made payment on an Application for Payment within the time stated in the Contract Documents; or
- 4 Owner has failed to furnish to SJE promptly, upon SJE's request, reasonable evidence of financial ability.

Furthermore, upon seven (7) days' written notice to the Owner, SJE may, at SJE's option, suspend performance or terminate the Agreement if Owner: (a) fails to furnish reasonable evidence that sufficient funds are available and committed for the entire cost of the Work to be performed pursuant to this Agreement; (b) assigns this Agreement (or any rights or obligations hereunder) without SJE's consent; (c) fails to pay any amount to SJE following Owner's receipt of the invoice memorializing Owner's obligation to pay such amount in violation of the Terms of the Agreement; or (d) otherwise materially breaches this Agreement. Upon termination of this Agreement by SJE, SJE shall be entitled to recover from Owner payment for all Work provided and for any proven loss, cost or expense in connection with the Work provided or to be provided, including all demobilization costs plus reasonable overhead and profit. Any exercise of its right to suspend performance shall not preclude SJE from subsequently terminating this Agreement.

DEFAULT AND TERMINATION BY OWNER FOR CAUSE:

a. If SJE defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten (10) working day period after receipt of written notice from Owner to commence and continue correction of such default or neglect with diligence and promptness, Owner may, without prejudice to other remedies Owner may have, correct such deficiencies after again notifying SJE in writing of its intention to do so. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due SJE the reasonable cost of correcting such deficiencies.

b. In addition to the right to correct deficiencies as set forth in (a) above, after the ten (10) working days written notice in subsection (a) above to SJE and SJE's failure to commence and continue correction of such default or neglect with

diligence and promptness, Owner may terminate the Contract if SJE:

- 1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- 2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between SJE and the Subcontractors;
- 3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- 4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

When Owner terminates the Work Order for one of the reasons stated in this Section, SJE shall not be entitled to receive further payment until the Work is finished.

DISPUTE RESOLUTION:

a. **General.** The validity, interpretation and effect of this Agreement shall be governed by laws of the jurisdiction in which the Work is located without consideration of that jurisdiction's choice of law analysis.

b. **Claims, disputes, or other matters in controversy arising out of or related to the Contract in excess of \$75,000 shall be subject to mediation as a condition precedent to binding dispute resolution. The parties shall share the mediator's fee and any filing fees equally.**

c. **The parties select arbitration as the method for binding dispute resolution in the Agreement. Any Claim shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded. The award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.**

d. **The substantially prevailing party in any dispute resolution process shall be entitled to recover all costs incurred in any dispute resolution including but not limited to attorney's fees, expert fees, and court and arbitration costs.**

e. **Any dispute resolution method shall be heard in the state and county in which the Project is located and shall not be heard by more than 1 arbitrator unless the parties mutually agree otherwise. The arbitrator shall be an attorney specializing in the area of construction.**

f. **The award rendered by the arbitrator shall be final, binding and unappealable.**

SURVIVAL: The Terms, Assignment, Limitation of Liability, Warranty, Exceptions to Limited Warranty and Disclaimer of Warranty sections shall survive the termination of this Agreement.

SEVERABILITY: In the event any provision of this Agreement shall be held invalid or unenforceable, it shall be deemed modified only to the extent necessary to make it lawful. To effect such modification, said provision shall be deemed deleted, added to and/or rewritten, whichever shall most fully preserve the intentions of the parties as originally expressed herein.

WAIVER: No failure or delay on the part of any party hereto in the exercise of any right hereunder will impair such right or be construed to be a waiver of, or acquiescence in, any breach or default, nor will any single or partial exercise of any such right preclude other or further exercise thereof or of any other right.

ENTIRE UNDERSTANDING: This Agreement (including documents specifically referenced in this Agreement) represents the entire understanding among the parties hereto with respect to the subject matter hereof, and this Agreement supersedes all previous representations, understandings, or agreements, oral or written, between the parties with respect to the subject matter hereof and cannot be modified except by a written instrument signed by the parties hereto. In reaching the agreements in this Agreement, neither party has relied upon any representation or promise, oral or written, except those set forth herein.

PO Status APPROVED
Purchase Order No. 2792
Date Ordered 1/15/2025
Date Required 1/15/2025

To
 SOUTH JERSEY ELEVATOR LLC
 1001 LOWER LANDING ROAD SUITE 502
 BLACKWOOD, NJ 08012
 Phone (609) 545-8512

PO Closed? No

Bill to Ocean City Housing Authority 635 West Avenue OFC Ocean City, NJ 08226	Ship to Bayview Manor 635 West Ave OFC (office) Ocean City ,NJ 08226
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Property	Unit	Qty Rec'd	Description	Unit Price	Qty	Total Cost
rad_bayv		0.00	BVM Elevator - Labor & Materials	11,527.07	1.00	11,527.07
Total						11,527.07
Grand Total						11,527.07

Notes

Description

Labor & materials to complete the designated services and/or repairs to the building.

Resolution: 2025-09

Approvals

Name	Date	Approved/Denied
Miller	2025-01-22 07:45:33	Approved
Hughes	2025-01-22 11:33:20	Approved
Hughes	2025-01-22 11:33:20	Approved

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

RESOLUTION NO. 2025-10

**Certifying the 2023 Fiscal Year Annual Audit as Prescribed
by the New Jersey Local Finance Board**

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

WHEREAS, the annual audit report for the fiscal year ended September 30, 2023 has been completed and filed with the Ocean City Housing Authority pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 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 “General Comments” and “Recommendations,” 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 section of the annual audit report entitled “General Comments” and “Recommendations,” in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Ocean City Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30, 2023, and specifically has reviewed the sections of the audit report entitled: “General Comments” and “Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

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.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JANUARY 21, 2025.

ADOPTED: January 21, 2025

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday	✓					
Commissioner McCall	✓				✓	
Commissioner Jackson				✓		
Commissioner Henry	✓					
Commissioner Mumman	✓					✓
Commissioner Broadley	✓					
Chairman Barr	✓					

OCEAN CITY HOUSING AUTHORITY

BY: 
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s Board of Commissioners held on January 21, 2025 at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey.

By: 
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Affidavit: Local Authorities
Fiscal Control Law (L.1983,C313)
as per FY End Audit: 9/30/2023**

Local Authorities Group Affidavit Form

**Prescribed by
The New Jersey Local Finance Board**

Audit Review Certificate

We, the members of the governing body of the Housing Authority of the City of Ocean City, 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 City of Ocean City.
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 Ending September 30, 2023 and, specifically, the sections of the Audit Report entitled, "General Comments" and "Recommendations."

NAME

SIGNATURE

Robert Barr



Robert Halliday



Beverly McCall



Patricia Miles-Jackson



Robert Henry



Patrick Mumman



Brian Broadley



Sworn to and subscribed before me this 21st day of January 2025.



Notary Public of New Jersey

GLORIA POMALES
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES MAY 23, 2027