

HA10-01

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Clementon Housing

NJ073

PHA Name

PHA Number/HA Code

X
 _____ 5-Year PHA Plan for Fiscal Years 20¹⁰ - 20¹⁴

_____ Annual PHA Plan for Fiscal Years 20____ - 20____

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

John J. Nicholson Jr.

Title

Chair Clementon Housing Authority

Signature

John J. Nicholson Jr.

Date

April 14th, 2010

PHA Board Resolution
Approving Operating Budget

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

OMB No. 2577-0026
(exp. 10/31/2009)

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

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

PHA Name: Clementon Housing Authority

PHA Code: NJ 073

PHA Fiscal Year Beginning: July 1, 2010

Board Resolution Number: _____

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

DATE

- Operating Budget approved by Board resolution on: 06/16/2010
- Operating Budget submitted to HUD, if applicable, on: _____
- Operating Budget revision approved by Board resolution on: _____
- Operating Budget revision submitted to HUD, if applicable, on: _____

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

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

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

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

Print Board Chairperson's Name: <u>(John) Jack Nicholson</u>	Signature: <u>[Handwritten Signature]</u>	Date: <u>06/16/2010</u>
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2010

HA10-03

CLEMENTON HOUSING AUTHORITY BUDGET RESOLUTION

FISCAL YEAR: FROM July 1, 2010 TO June 30, 2011

WHEREAS, the Annual Budget and Capital Budget for the Clementon Housing Authority for the fiscal year beginning July 1, 2010 and ending June 30, 2011 has been presented before the Members of the Clementon Housing Authority at its open public meeting of June 16, 2010; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 966,729, Total Appropriations, including any Accumulated Deficit if any, of \$ 963,288 and Total Fund Balance utilized of \$ 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 78,149 and Total Fund Balance planned to be utilized as funding thereof, of \$ 0; and

WHEREAS, the schedule of rents, fees and other user charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

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

NOW, THEREFORE BE IT RESOLVED, by the Members of the Clementon Housing Authority, at an open public meeting held on June 16, 2010 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Clementon Housing Authority for the fiscal year beginning July 1, 2010 and ending June 30, 2011 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Clementon Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 7/21, 2010.

Sheela K. Wooster
(Secretary's signature)

6/16/10
(date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
John Nicholson	✓			
Patricia Porter	✓			
Mary Lou Creedon	✓			
Jeff Watson	✓			
Jane Hauck	✓			
Joseph Casella	✓			

due to confusion & issues w/ state due to audit submission delay 2009 was not adopted until 2010

2009 ADOPTED BUDGET RESOLUTION
CLEMENTON

HOUSING AUTHORITY

FISCAL YEAR: FROM July 1, 2009 TO June 30, 2010

WHEREAS, the Annual Budget and Capital Budget/Program for the Clementon Housing Authority for the fiscal year beginning July 1, 2009 and ending June 30, 2010 has been presented for adoption before the Members of the Clementon Housing Authority at its open public meeting of June 16 2010 ; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 977,140 , Total Appropriations, including any Accumulated Deficit, if any, of \$ 970,232 and Fund Balance utilized of \$ 0 ; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 78,402 and Total Fund Balance planned to be utilized of \$ 0 ; and

NOW, THEREFORE BE IT RESOLVED, by the Members of Authority, at a open public meeting held on June 16 , 2010 that the Annual Budget and Capital Budget/Program of the Clementon Housing Authority for the fiscal year beginning July 1, 2009 and, ending June 30, 2010 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Sheela K Woogteel 8/18/10

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Members:	Aye	Nay	Abstain	Absent
Joseph Casella	X			
Mary Lou Creedon	X			
Jane Hauck	X			
John Nicholson	X			
Patricia Porter	X			
Jeff Watson	X			

RESOLUTION HA10-05
MASS APPLICATION FOR CERTIFICATION

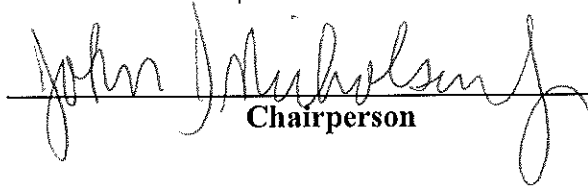
WHEREAS, the Department of Housing and Urban Development requires that each Housing Authority submit a MASS Application for Certification, and

WHEREAS, the Board of Commissioners of the Clementon Housing Authority wishes to comply with HUD requirements

NOW BE IT RESOLVED that the Clementon Housing Authority Board of Commissioners has reviewed the information on our application and find it to be acceptable

WE DO HEREBY certify and authorize the submission of said MASS Application to HUD for approval and certification

ADOPTED: 8/18/2010


Chairperson

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified and acting Secretary of the Housing Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden, State of New Jersey, at a meeting held on the 18th day of August 2010, in Clementon, New Jersey


Sheila K. Wooster, Secretary

RESOLUTION HA10-07

WRITE-OFF UNCOLLECTABLE RENT – APARTMENT 702

WHEREAS, it has been determined that said rent is uncollectable,

WHEREAS, said tenant, Angelo Lattiere, resided in Apartment 702, and

WHEREAS, said tenant is now deceased and it has been determined to write-off the following balance from the Housing Authority’s Books of Account:

Apartment 702 Angelo Lattiere – June 2010 \$212.00, July 2010 \$212.00, August 2010 \$212.00

Total Uncollectable Rent \$636.00

BE IT RESOLVED, by the Housing Authority of the Borough of Clementon that the total amount of \$636.00 for the months of June, July, and August 2010 be and is hereby removed from the Tenant’s Accounts Receivable books.

ADOPTED: 9/15/10

John J. Nicholas
CHAIRPERSON

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified, and acting Secretary of the Housing Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden, State of New Jersey, at a meeting held on the 15th day of September, 2010 in Clementon, New Jersey.

Sheila K. Wooster

Sheila K. Wooster
Secretary

SEAL

RESOLUTION HA10-08

WRITE-OFF UNCOLLECTABLE RENT – APARTMENT 701

WHEREAS, it has been determined that said rent is uncollectable,
WHEREAS, said tenant, Bill Chadwell, resided in Apartment 701, and
WHEREAS, said tenant is now deceased and it has been determined to write-off the following balance from the Housing Authority's Books of Account:

Apartment 701 Bill Chadwell – July 2010 \$390.00, August 2010 \$394.00

Total Uncollectable Rent \$784.00

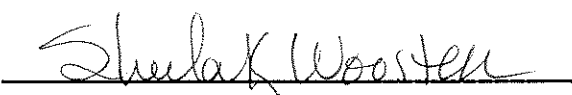
BE IT RESOLVED, by the Housing Authority of the Borough of Clementon that the total amount of \$784.00 for the months of July and August 2010 be and is hereby removed from the Tenant's Accounts Receivable books.

ADOPTED: 9/15/10


CHAIRPERSON

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified, and acting Secretary of the Housing Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden, State of New Jersey, at a meeting held on the 15th day of September, 2010 in Clementon, New Jersey.


Sheila K. Wooster
Secretary

SEAL

RESOLUTION HA10-09

WRITE-OFF UNCOLLECTABLE RENT – APARTMENT 507

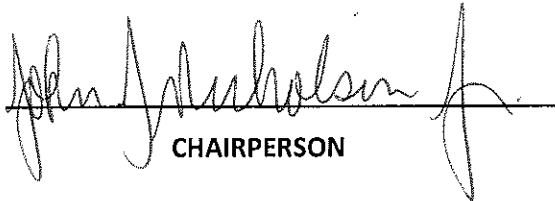
WHEREAS, it has been determined that said rent is uncollectable,
WHEREAS, said tenant, Diane Acampa, resided in Apartment 507, and
WHEREAS, said tenant is now deceased and it has been determined to write-off the following
balance from the Housing Authority's Books of Account:

Apartment 507 Diane Acampa – September 2010 \$338.00, October 2010 (18 days @ \$10.90 per
day) \$196.20

Total Uncollectable Rent \$534.20

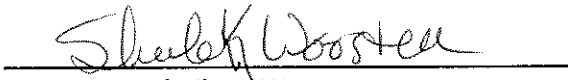
BE IT RESOLVED, by the Housing Authority of the Borough of Clementon that the total amount of
\$534.20 for the month of September and 18 days in October be and is hereby removed from the
Tenant's Accounts Receivable books.

ADOPTED: 12/15/2010


CHAIRPERSON

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified, and acting Secretary of the Housing
Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy
of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden,
State of New Jersey, at a meeting held on the 15th day of December, 2010 in
Clementon, New Jersey.


Sheila K. Wooster
Secretary

SEAL

RESOLUTION HA10-10

WRITE-OFF UNCOLLECTABLE RENT – APARTMENT 501

WHEREAS, it has been determined that said rent is uncollectable,

WHEREAS, said tenant, Thelma Lester, resided in Apartment 501, and

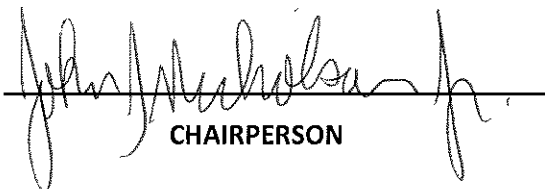
WHEREAS, said tenant is now deceased and it has been determined to write-off the following balance from the Housing Authority's Books of Account:

Apartment 501 Thelma Lester – October 2010 \$218.00, November 218.00

Total Uncollectable Rent \$436.00

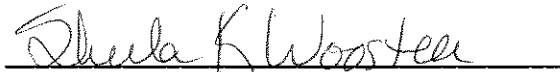
BE IT RESOLVED, by the Housing Authority of the Borough of Clementon that the total amount of \$436.00 for the months of October and November be and is hereby removed from the Tenant's Accounts Receivable books.

ADOPTED: 12/15/2010


CHAIRPERSON

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified, and acting Secretary of the Housing Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden, State of New Jersey, at a meeting held on the 15th day of December, 2010 in Clementon, New Jersey.


Sheila K. Wooster
Secretary

SEAL

RESOLUTION HA10-11

WRITE-OFF UNCOLLECTABLE RENT – APARTMENT 404

WHEREAS, it has been determined that said rent is uncollectable,
WHEREAS, said tenant, Charles Reitz, resided in Apartment 404, and
WHEREAS, said tenant is now deceased and it has been determined to write-off the following
balance from the Housing Authority's Books of Account:
Apartment 404 Charles Reitz – October 2010 \$258.00, November (9 days @8.60 per day) \$77.40

Total Uncollectable Rent \$335.40

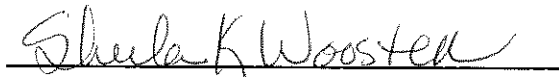
BE IT RESOLVED, by the Housing Authority of the Borough of Clementon that the total amount of
\$335.40 for the month of October and 9 days in November be and is hereby removed from the
Tenant's Accounts Receivable books.

ADOPTED: 12/15/10


CHAIRPERSON

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified, and acting Secretary of the Housing
Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy
of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden,
State of New Jersey, at a meeting held on the 15th day of December, 2010 in
Clementon, New Jersey.


Sheila K. Wooster
Secretary

SEAL

10/10