

AGREEMENT FOR CONSULTING SERVICES #221

THIS AGREEMENT is made this 8th day of February, 2022, retroactive to February 1, 2022, by and between **Princeton Housing Authority**, 1 Redding Circle, Princeton, NJ 08540 (hereinafter called the "client") and **Sunbelt Industries Inc.**, 900 Easton Avenue, St 26 #169, Somerset, NJ 08873 and 3536 Chipman Road, Easton, PA 18045 (hereinafter called the "contractor" or "You").

WITNESSETH:

The client has expressed an interest in receiving Part-Time Interim Executive Director Services and technical assistance and consulting services to the Princeton Housing Authority (PHA) in the areas generally outlined on the attached RFP and RESPONSE TO THE RFP BY THE CONTRACTOR (to be made part of this agreement) and herein defined as the "SCOPE OF SERVICE" ("attachment #1"). The contractor has expressed an interest in assisting the client with accomplishing the goals and objectives outlined on attachment #1 for an initial (12) twelve month period of time.

The client has evaluated the contractor's abilities and this agreement and has found that the contractor's proposal best meets the needs of the client.

The client and the contractor desire to enter into an agreement for the services specified in attachment #1.

NOW, THEREFORE, THE CLIENT AND CONTRACTOR AGREE AS FOLLOWS:

1. The contractor shall provide services to the client to accomplish the goals and objectives outlined on attachment #1 for a 12-month period of time. The term of this contract shall commence on February 1, 2022 and terminate on February 28, 2023. Any extension of the term will be subject to mutual written agreement between the parties.
2. The contractor has agreed to waive retainer amount and monthly set fee amount, for consulting management services. All services will be billed on a on first day of every month (beginning February 1, 2022) as a fee for service, in the terms outlined within this agreement at a rate of \$125.00 dollars per hour. Contractor agrees to work a minimum of 10 hours a week on site and up to 15 additional hours per week (either on-site or off site weekly, as needed). The contractor can set their own schedule so long as the services described herein are completed, fully. The client shall not set the method or means by which the services described herein are performed.
3. The contractor will bill the client for payment of consulting services at a rate of \$125.00 dollars per hour (in 15-minute increments) on the first day of each month. The contractor will bill for all technical assistance and consulting services (this will include, but is not be limited to: acting as Interim Executive Director and managing PHA operations, attending business meetings, working at PHA office or on PHA properties

and/or working off-site on PHA business, verbal and written technical assistance and communications (emails, text messages, video calls/meetings, etc.) and any other assignments required to meet the attached scope of services or to reach the outlined goals and objectives in attachment #1.

4. Unless otherwise set forth in attachment #1, You shall furnish, at your own expense, the equipment, supplies and other materials used to perform the services. The client shall provide you with access to its premises and equipment to the extent necessary for the performance of the services.

5. To the extent You perform any services on the company's premises or using the client's equipment, You shall comply with all applicable policies of the client relating to business and office conduct, health and safety and use of the client's facilities, supplies, information technology, equipment, networks and other resources.

6. The client agrees to process and make full payment to the contractor, within 15 days from the date of receipt of all monthly invoices.

7. The client shall provide all necessary information regarding its requirements to the contractor as expeditiously as necessary for the orderly and timely progress of the work.

8. The client and contractor shall provide each other with cell phone numbers, current e-mail addresses, and current business addresses to allow open lines of communication between all parties. Emails shall be the preferred means of communications for this agreement between the client and contractor.

9. The contractor shall be entitled to rely upon the accuracy and completeness of all information furnished by the client.

10. All payments for services shall be made to the contractor to:

Sunbelt Industries Inc.
900 Easton Ave, St 26 #169
Somerset, NJ 08873
Attn: John Clarke

11. The contractor is an independent contractor and is not eligible for employee of health benefits from the client. You acknowledge that you will receive an IRS Form 1099-MISC from the company, and that you shall be solely responsible for all federal, New Jersey state and local taxes.

12. You are solely responsible for any travel or other costs or expenses incurred by you in connection with the performance of the services, and in no event shall the client reimburse you for any such costs or expenses.

13. You are an independent contractor of the client, and this Agreement shall not be construed to create any association, partnership, joint venture, employee or agency relationship between you and the client for any purpose. You have no authority (and shall not hold yourself out as having authority) to bind the client and you shall not make any agreements or representations on the client's behalf without the client's prior written consent.

14. You represent and warrant to the client that:

(a) you have the right to enter into this Agreement, to grant the rights granted herein and to perform fully all of your obligations in this Agreement;

(b) your entering into this Agreement with the client and your performance of the services do not and will not conflict with or result in any breach or default under any other agreement to which you are subject;

(c) you have the required skill, experience and qualifications to perform the services, you shall perform the services in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and you shall devote sufficient resources to ensure that the services are performed in a timely and reliable manner; and,

(d) you shall perform the services in compliance with all applicable federal, state and local laws and regulations.

15. You shall defend, indemnify and hold harmless the Company and its affiliates and their officers, directors, employees, agents, successors and assigns from and against all losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs or expenses of whatever kind (including reasonable attorneys' fees) arising out of or resulting from: bodily injury, death of any person or damage to real or tangible, personal property resulting from your acts or omissions; and your breach of any representation, warranty or obligation under this Agreement.

<Signature Page to Follow>

IN WITNESS WHEREOF, the CLIENT and CONTRACTOR have executed this agreement on
8th day of February, 2022.

By: _____

John Clarke, President & CEO – SUNBELT INDUSTRIES INC.

AND

By: _____

Joseph Weiss, Chairperson- PRINCETON HOUSING AUTHORITY

Attachment #1 Scope of Services:

The contractor's responsibilities shall include:

- 1. Direct and supervise staff in their daily operations and respond to all questions on management and maintenance issues.**
- 2. Make recommendations to Commissioners as to any additionally required staff and assist in hiring required additional staff.**
- 3. Direct and assist PHA staff in file and records maintenance.**
- 4. Act as PHA's procurement officer including RFPs**
- 5. Prepare and distribute monthly meeting agenda; vacancy reports; tenant delinquency reports, as prepared by CIS below; financial reports; payment reports and any other related reporting documents as may be required for monthly commissioner meetings.**
- 6. Attendance at monthly Board of Commissioner's meetings.**
- 7. Review and assess current routine and preventative maintenance plans and advise commissioners of any needed changes.**
- 8. Review and assess current PHA policies including but not limited to:**
 - a. Personnel**
 - b. Procurement**
 - c. Tenant transfers**
 - d. Grievance**
 - e. Organizational Structure**
 - f. Admissions, Occupancy and rental**
 - g. Tenant rules and regulations**
 - h. Security procedures**
- 9. Being available to PHA staff as required during normal business hours.**
- 10. Ensure compliance with all applicable state and federal laws and regulations. Including all annual reporting requirements.**
- 11. Assist and support the current property manager, Community Investment Strategies, CIS in the performance of their duties which include but are not limited to:**
 - a. Tenant certifications**
 - b. Provision and management of social services & programs**
 - c. Provision and management of tenant assistance programs.**
 - d. Marketing of units**
 - e. Maintaining and updating the tenant waiting list**
 - f. Tenant intake process and certification**
 - g. Rent collections**
 - h. Lease enforcement**
 - i. Payment of bills**
 - j. Property maintenance and assessment**
 - k. Preparation of annual operating budget**

- l. Refurbishing and re-leasing of turnovers
 - m. Managing tenant relations
 - n. Managing required licenses and permits
 - o. Maintaining tenant records.
- 12. In concert with CIS and PHA's accountant prepare required annual budgets and financial statements.
- 13. Coordinate and assist PHA's general counsel in the performance of their duties including but not limited to:
 - a. Review of contracts
 - b. Tenant litigation
- 14. Assist in advancing PHA's development goals including the hiring of development counsel.
- 15. Manage compliance with all PHA related HUD program requirements including PHA's RAD program.
- 16. Periodically meeting with and representing PHA to: residents; local government; and the public.
- 17. Assistance to PHA in preparing grant proposals
- 18. Advises Commissioners on changes or innovations in public housing
- 19. Manage PHA's capital fund.
- 20. At the appropriate time conduct a recruitment campaign for new permanent executive director and assisting PHA in the selection and hiring of a full time executive director.
- 21. At the appropriate time conduct a recruitment campaign for full time property manager and assist PHA in the selection and hiring full time property manager.

REQUEST FOR PROPOSALS

The Princeton (NJ) Housing Authority will accept proposals for Part-Time Interim Executive Director Services to assist the Authority in the administration of its programs and daily operations. All services must comply with state and local laws and be in accordance with the existing rules, orders, directives, regulations and handbooks promulgated by the United States Department of Housing and Urban Development and the State of New Jersey. The following services shall be included:

- 1) Direct staff in their daily operations and respond to all questions on management/maintenance issues;
- 2) Handle all procurement issues, including RFPs;
- 3) Prepare monthly meeting agendas and related documents for distribution to the Board of Commissioners;
- 4) Assist and advise in developing routine & preventative maintenance plans;
- 5) Recommend policy changes where applicable;
- 6) Must be available to staff for any issues that arises during normal business hours;
- 7) Ensure compliance with all applicable state and federal laws & regulations;
- 8) Assist with a search for a permanent Executive Director per applicable requirements;
- 9) Check on the status of current programs to ensure minimum benchmarks are being achieved (i.e., rent collections, work-

- orders, unit turnovers, etc.). Make recommendations, where applicable, to improve programmatic efficiency;
- 10) Work with selected developers in advancing the vision and goals of the Housing Authority
 - 11) Other items as directed by the Board of Commissioners.

Qualifications:

- 1) Must have a four-year college degree from an accredited college or University.
- 2) Must have 5 years of experience as an Executive Director
- 3) Must be approved by the Center for Government Service's New Jersey Local Housing Authority Redevelopment Agency Training Program, or be approved within 2 years of appointment.

Proposal Submission:

All persons interested in submitting a proposal for Interim Executive Director services should submit a proposal based upon an annual salary. The following items should be included in the proposal:

- 1) Proposal Submission Sheet;
- 2) Listing of similar work that the applicant has previously completed;
- 3) Listing of references;
- 4) New Jersey Business registration form;
- 5) Evidence of Professional Liability & Workers Compensation Insurance

Proposals must be submitted to the Princeton Housing Authority

by 5:00 P.M. on or before November 30, 2021. Proposals should be submitted electronically to Ron Caporelli at rcaporelli@princetonhousing.org. Please include the subject line: "PHA Interim Director proposal". The Housing Authority will evaluate all proposals according to its "Competitive Proposal Evaluation System." All quotes for these services should be submitted on the required proposal submission sheet. This sheet should be the first page of your proposal.

CHAIRPERSON

Princeton Housing Authority
1 Redding Circle
Princeton, NJ 08540

Interim Executive Director Services

PROPOSAL SUBMISSION SHEET

- 1) Name/Address of Applicant:
- 2) Telephone Number:
- 3) Contact Person:
- 4) Amount of Annual Salary Expectation:

Signature

Date: 11/4/21

COMPETITIVE PROPOSAL EVALUATION SYSTEM

Professional Services

Type of Services: Interim Executive Director Services

Name/Address of Respondent:

- 1) Demonstrated experience and competence in this type of work (20 Points). _____
- 2) Familiarity with the Authority's Programs in specific and HUD rules and regulation in general (20 Points). _____
- 3) Capability and capacity to accomplish work within the required time period (20 Points). _____
- 4) Geographic location of the firm relative to the proximity to the Housing Authority (5 Points). _____
- 5) Specialized experience of key personnel in Housing Authority Programs (20 Points). _____
- 6) Firm's Equal Opportunity Policy. Each bidder must ensure that all employees and applicants for employment are not discriminated against because of race, color, religion, sex or national original (5 Points). _____
- 7) Price (10 Points). _____

Total Point Score: _____

Narrative Review of Proposal: _____

Legal Advertisement

REQUEST FOR PROPOSALS

The Princeton (NJ) Housing Authority will accept proposals for the following services:

"Interim Executive Director Services"

It is the Housing Authority's desire to retain duly qualified, competent and capable Part-Time Interim Executive Director. All services must be in accordance with the existing laws, rules, orders, directives and regulations governing these services and supplies.

All persons interested in submitting a proposal for consulting services should contact the Princeton Housing Authority in order to receive a copy of the formal Request for Proposals. The RFP specifies the scope of the services and the requirements for submitting proposals.

All proposals must be submitted electronically to rcaporelli@princetonhousingauthority.org or the office of the Princeton Housing Authority, 1 Redding Circle, Princeton, NJ 08540 on or before November 30, 2021 by 5:00 PM.

The Housing Authority reserves the right to reject any and all proposals received for these services. It also reserves the right to terminate the vendor, for convenience, at any time during the term of the contract.

Chairperson

Date:

submitted electronically to Ron Caporelli at rcaporelli@princetonhousing.org. Please include the subject line: "PHA Interim Director proposal". The Housing Authority will evaluate all proposals according to its "Competitive Proposal Evaluation System." All quotes for these services should be submitted on the required proposal submission sheet. This sheet should be the first page of your proposal.

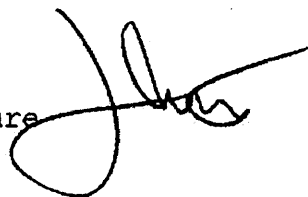
Princeton Housing Authority
1 Redding Circle
Princeton, NJ 08540

Interim Executive Director Services

PROPOSAL SUBMISSION SHEET

- 1) Name/Address of Firm: Sunbelt Industries Inc.
900 Easton Ave. Ste 26 #169
- 2) Telephone Number: 732-485-4530 Somerset, NJ 08873
- 3) Contact Person: John Clarke
- 4) Amount of Daily Fee: \$ 1,125 (9 hr day)
- 5) Hour Rate (for additional Services): \$ 125 per hr.
- 6) Amount of any expected reimbursables: \$ 0

Signature



12/23/21

SUNBELT INDUSTRIES INC.
"Building Better Futures, One Job at a Time"
(sunbelt.inc@comcast.net)

December 23, 2021

Princeton Housing Authority
1 Redding Circle
Princeton, NJ 08540
(via email rcaporelli@princetonhousing.org)

**Subject: RFP for Part-Time Interim Executive Director Services
for the Princeton Housing Authority**

Mr. Caporelli:

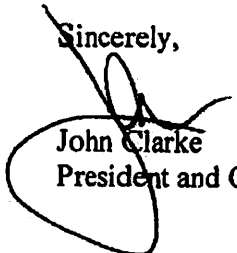
This letter and the attached PROPOSAL SUBMISSION SHEET and related documents shall act as my response to the RFP for Interim Executive Director Services for the Princeton Housing Authority. I am responding to this RFP as a consultant, operating through Sunbelt Industries Inc. which I own and have operated since 1994.

I have addressed all of the required response items, provided my official response on the required PROPOSAL SUBMISSION SHEET and provided all documents and requested materials (in the attached response) in order to meet the requirements of the above RFP.

For purposes of this RFP I am estimating the daily work rate would be based on a 9 hour work day and at a rate of \$125 dollars per hour. I would also estimate that this "part-time service" would require approximately 9 to 12 hours of work a week, both on site and teleporting (and including emails, HUD and financial computer work, phone calls, Board Package work, etc).

Should you need anything else on this matter, please feel free to contact me directly by email at sunbelt.inc@comcast.net or by phone at 732-485-4530.

Sincerely,



John Clarke
President and CEO

PA Office: 3538 Chipman Road, Easton, PA 18045
NJ Office: 900 Easton Ave, Ste 28# 189, Somerset, NJ 08873
"Providing consulting and development services since 1984"

PROPOSAL REQUIREMENT RESPONSE ITEMS:

1. See attached Section I completed PROPOSAL SUBMISSION SHEET with signature.
2. See attached Section II that lists similar work that I have previously completed, copy of bio, diploma, copy of Rutgers Course Transcript and copy DCA Certificate for Public Housing Authority Executive Director Certification.
3. See attached Section III for List of References.
4. See attached Section IV for New Jersey Business Registration and related documents.
5. See attached Section V for Evidence of Insurance

SECTION 1.

SEE ATTACHED COMPLETED AND EXECUTED PROPOSAL SUBMISSION SHEET.

Princeton Housing Authority Advertisement

The Princeton (NJ) Housing Authority will accept proposals for Part-Time Interim Executive Director Services to assist the Authority in the administration of its programs and daily operations. All services must comply with state and local laws and be in accordance with the existing rules, orders, directives, regulations and handbooks promulgated by the United States Department of Housing and Urban Development and the State of New Jersey. The following services shall be included:

- 1) Direct staff in their daily operations and respond to all questions on management/maintenance issues;
- 2) Handle all procurement issues, including RFPs;
- 3) Prepare monthly meeting agendas and related documents for distribution to the Board of Commissioners;
- 4) Assist and advise in developing routine & preventative maintenance plans;
- 5) Recommend policy changes where applicable;
- 6) Must be available to staff for any issues that arises during normal business hours;
- 7) Ensure compliance with all applicable state and federal laws & regulations;
- 8) Assist with a search for a permanent Executive Director per applicable requirements;
- 9) Check on the status of current programs to ensure minimum benchmarks are being achieved (i.e., rent collections, work-orders, unit turnovers, etc.). Make recommendations, where

- applicable, to improve programmatic efficiency;
- 10) Work with selected developers in advancing the vision and goals of the Housing Authority
 - 11) Other items as directed by the Board of Commissioners.

Qualifications:

- 1) Must have a four-year college degree from an accredited college or University.
- 2) Must have 5 years of experience as an Executive Director
- 3) Must be approved by the New Jersey Department of Community Affairs (Division of Housing).

Proposal Submission:

All persons or firms interested in submitting for Interim Executive Director services should submit a proposal based upon a daily and hourly rate. The following items should be included in the proposal:

- 1) Proposal Submission Sheet;
- 2) Listing of similar work that the firm has previously completed;
- 3) Listing of references;
- 4) New Jersey Business registration form;
- 5) Evidence of Professional Liability & Workers Compensation Insurance

Proposals must be submitted to the Princeton Housing Authority by 5:00 P.M. on or before December 31st, 2021. Proposals should be

submitted electronically to Ron Caporelli at rcaporelli@princetonhousing.org. Please include the subject line: "PHA Interim Director proposal". The Housing Authority will evaluate all proposals according to its "Competitive Proposal Evaluation System." All quotes for these services should be submitted on the required proposal submission sheet. This sheet should be the first page of your proposal.

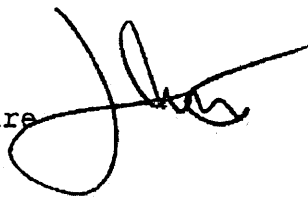
Princeton Housing Authority
1 Redding Circle
Princeton, NJ 08540

Interim Executive Director Services

PROPOSAL SUBMISSION SHEET

- 1) Name/Address of Firm: Sunbelt Industries Inc.
900 Easton Ave. Sk 26 #169
- 2) Telephone Number: 732-485-4530 Somerset, NJ 08873
- 3) Contact Person: John Clarke
- 4) Amount of Daily Fee: \$1,125 (9 hour day)
- 5) Hour Rate (for additional Services): \$125 per hr.
- 6) Amount of any expected reimbursables: \$0

Signature



12/23/21

SECTION II.

LIST OF SIMILAR WORK THAT THE FIRM (INDIVIDUAL) HAS PREVIOUSLY COMPLETED.

I have worked in the affordable housing and redevelopment industry for over 25 year. I began my carrier working at the State of NJ Commerce Department and then worked at National State Bank, managing a portfolio of large developments around the country. For the last 21 years I have been ab Executive Director of a Housing Authority and a large Redevelopment Agency managing everything from HOPE VI projects to RAD conversions and the construction of new schools and building of hundreds of affordable and market rate housing developments. As an instructor for Rutgers Center for Government Services, I have done board training on Governance, Team Buildings and Short Term and Long Term Planning for Housing and Redevelopment Agencies. For the past 7 years I have been an adjunct instruction at Rutgers Center for Government Services doing certification trainings for Commissioners and Executive Directors on Ethics, Skills for Commissioners, PHAS & SEMAP, Procurement and Maintenance Operations. I have completed updates on the following policies at both the New Brunswick Housing & Redevelopment Authority and the Franklin Township (Somerset) Housing Authority's: Personnel Manual and Employee Policies, ACOP and ADMIN Policies, Procurement Policy, Updates of Tenant Leases, Internal Control and Financial Operations Policies, Maintenance Plans, and Short-Term and Long-Term Agency Plans, HUD Annual and 5 Year Plans as well as a number of compliance agreements. I believe all of the above as well as my experience with managing the daily operations at housing and redevelopment agencies make me uniquely qualified for the task of being an Interim Executive Director for the Princeton Housing Authority. I have also attached a copy of my Fairleigh Dickinson University Diploma (BS in Business 1990), my bio., my Rutgers Training Transcript and my DCA Certification as an Executive Director for Public Housing Authority for your record.

Fairleigh Dickinson University

Upon the recommendation of the Faculty and by the authority
of the Board of Trustees hereby confers upon

John Andrew Hilton Clarke

the degree of

Bachelor of Science

with all the rights and privileges pertaining thereto.

In Witness Whereof we have hereunto affixed our signatures and
the Seal of the University at Rutherford in the State of New Jersey.

this twentieth day of May, nineteen hundred and ninety.

Edward L. Henry
Chancellor



Paul H. Sullivan
President

JOHN CLARKE BIO.

John Clarke's climb up the "company" ladder began 30 years ago as a Project Specialist at the New Jersey Department of Commerce. In that position, he worked directly for the State of New Jersey's Commissioner of Commerce. A few years later, he became a Loan Portfolio Manager with Corestates Bank N.A. While managing a National real estate portfolio of commercial and residential properties, valued over \$200 million dollars, John was asked by Governor Florio's administration to be the Executive Director of the NY/NJ World Cup Soccer '94 Host Committee. During this time, coordinating the operations of five World Cup Sub-Committees, hosting committee events for the nine (9) world cup games, and managing the committees daily activities, where a few of his duties.

In 1994 John created Sunbelt Industries Inc. a full-service minority owned consulting company. Over the past 26 years Sunbelt Industries Inc. has provided management consulting services, executive director and commissioner trainings, design and construction management services and a variety of other services within the non-profit, residential and commercial housing and redevelopment fields. John has also been a certified Housing and Redevelopment Instructor at Rutgers University, Center for Government Services teaching courses in Ethics, Board and Management Training, PHAS & SEMAP, Redevelopment and various Skills Trainings as well as conducting Board Retreats for Non-Profit and Housing and Redevelopment Authority Boards. Sunbelt Industries Inc. has offices in New Jersey and Pennsylvania.

For the past 24 years, John's career track has been steadily progressing at the New Brunswick Housing & Redevelopment Authority, from Deputy Director and Chief of Staff in 1996, to Executive Director for the past nineteen (20) years. John manages both the Housing and Redevelopment Authority within the City of New Brunswick as well as the Franklin Township/Somerset County Housing Authority. Through the Housing Authorities, John successfully implemented a \$45 million dollar Federal HOPE VI revitalization grant program that created jobs for local residents and built affordable housing and commercial office space within the City of New Brunswick. At the Redevelopment Authority for the City, John has overseen more than \$2 Billion dollars of redevelopment activities including (but not limited to): construction of market rate and affordable housing developments, commercial and rehabilitation construction projects, construction of a new High School, construction of a new Cultural and Fine Arts Center, various Rutgers Student Housing projects and construction of senior affordable housing developments. John has also been responsible for the following programs/activities (and certifications):

- Certified trainer for Rutgers University, Center for Government Services (training Management, Executive and Board members of Housing and Redevelopment Authorities)
- Applied for and successfully received funding for over \$20 million dollars worth of Tax Credits from NJHMFA (New Jersey Home, Mortgage and Finance Agency) to build 255 units of affordable housing and implemented a successful Section 3 programs within the City of New Brunswick.
- Applied for and successfully received funding to implement a Youth Farmstand Program, in conjunction with the New Jersey Juvenile Justice Division and Rutgers the State University.
- Applied for and successfully received over \$200,000 in funding for a Youth Carpentry Program for low-income youth interested in a construction trade. This was funded through a grant by the County of Middlesex, through the State of New Jersey Department of Labor.
- Created and implemented a first-time home buyer Soft Cost Grant Program which has provided over \$90,000 dollars of funding that has successfully moved 26 public housing families into homeownership.
- Created and implemented a Section 8 Homeownership Program within the City of New Brunswick, which allows families to utilize federally funded programs to assist them with mortgage payments.
- Developed and implemented a Public Housing Authority Scholarship Program that has provided over \$70,000 dollars to residents of public housing to attend a higher education institution.

- Led the Redevelopment Authority in partnership with the New Jersey School Development Authority and New Brunswick Development Corporation to complete a \$185 million dollar state of the art new High School within the City of New Brunswick.
- Section 8 Budgeting Certification- NAHRO
- SEMAP and Occupancy Issues Certification-NAHRO
- HQS Inspections certification - NAHRO
- PHM- NAHRO Certification
- HUD Mixed Finance Procurement Certification
- Has submitted and received two (2) approved demolition applications with HUD.
- Has worked with Region 2 Fair Housing staff for over 21 years to address and settle claims and has attended HUD Fair Housing Training and Compliance Seminars.
- Assisted with the completion and submission of a Streamline Voluntary Conversion for the Boonton Housing Authority.

John Clarke is the past President of the Public Housing Authority Directors Association (PHADA) a national organization of 1,900 member housing agencies that represent over 1.9 million low-income housing units throughout the United States. The members manage small, medium, large, rural, and urban housing authorities that run programs including public housing, housing choice vouchers, Rental Assistance Demonstration (RAD), and a variety of other innovative public-private partnerships.

John was one of *NJBIZ Magazine's* "Forty Under 40" top business professionals under the age of 40 in the State of New Jersey (Class of 2005). He holds a B.S. in Business from Fairleigh Dickinson University (FDU-Madison) and he is a Certified Public Housing Authority and Redevelopment Authority Executive Director through the Department of Community Affairs and Rutgers University. He is the past President of the Board for the New Jersey Chapter of the National Association of Housing and Redevelopment Officials (NJNAHRO) and has served as the Chair of the Marketing Sub-Committee for the National Professional Development Committee. John has been a member of the National Association of Housing and Redevelopment Officials (NAHRO) for over 20 years. He is also a past member of the Council of Large Public Housing Authorities, is a current Board member of the New Jersey-Joint Insurance Fund for Public Housing Agencies (NJ-JIF) and the Municipal Excess Liability (MEL). John is a former Board member and Treasurer of P.R.A.B. and a Board member of the New Jersey Association of Housing & Redevelopment Authority's (NJAHRA). In addition, John is an adjunct instructor with Rutgers School for Government Services and teaches a number of courses for Housing and Redevelopment Agencies. John lives in Easton, PA with his wife Gabrielle and their two children.

RUTGERS

THE STATE UNIVERSITY
OF NEW JERSEY

Transcript Report Rutgers University

Clarke, John

ID #: 606102

Date of Birth:

Home Phone:

Work Phone: (732) 745-5157 x301

Cell Phone: (732) 485-4530

Email:

Session	Course Code	Course Title / Status	Start/End Dates	Grade
2000 Spring	00S0265A	PLANNING/DEVELOPMENT OF AFFORDABLE HOUSING	Did Not Complete-Dropped	4/29/00 4/29/00
2000 Spring	00S0266A	TENANT-BASED ASSISTANCE	Enrolled/Active	6/3/00 6/3/00 S
2000 Fall	00F1241A	STRATEGIC PLANNING	Did Not Complete-Dropped	9/7/00 9/7/00
2000 Fall	00F1381A	PERSONNEL MANAGEMENT	Enrolled/Active	9/12/00 9/12/00 S
2000 Fall	00F1382A	PUBLIC RELATIONS	Enrolled/Active	9/13/00 9/13/00 S
2001 Spring	01S1261A	PLANNING AND DEVELOPMENT OF AFFORDABLE HOUSING	Did Not Complete-Dropped	6/2/01 6/2/01
2004 Spring	04S4259A	STRATEGIC PLANNING	Enrolled/Active	4/29/04 4/29/04 S
2004 Fall	04F5247A	PLANNING AND DEVELOPMENT OF AFFORDABLE HOUSING	Did Not Complete-Dropped	11/6/04 11/6/04 I
2005 Spring	05S5383A	PERSONNEL MANAGEMENT	Enrolled/Active	1/7/05 1/7/05 S
2005 Spring	05S5384A	PROCUREMENT AND CONTRACT MANAGEMENT	Enrolled/Active	1/8/05 1/8/05 S
2006 Spring	06S6232G	REDEVELOPMENT IN NEW JERSEY	Enrolled/Active	6/14/06 6/14/06 S
2012 Spring	HA-3013-SP12-1	Planning and Development of Affordable Housing	Did Not Complete-Dropped	4/4/12 4/4/12 W
2013 Spring	HA-3013-SP13-S	Planning and Development of Affordable Housing	Enrolled/Active	4/22/13 4/22/13 S

Total

Not valid as an official transcript without an official signature.

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Printed 4/25/13 1:43 PM Page 2 of 2



THE STATE UNIVERSITY
OF NEW JERSEY

Transcript Report
Rutgers University

Clarke, John

ID #: 606102

Date of Birth:

Home Phone:

Work Phone: (732) 745-5157 x301

Cell Phone: (732) 485-4530

Email:

Session	Course Code	Course Title / Status	Enrolled/Active	Start/End Dates		Grade
1994 Spring	94S999HM	PUBLIC HOUSING MANAGER CERTIFICATE	Enrolled/Active	1/1/00	1/1/00	S
1994 Spring	94S4230A	PUBLIC HOUSING MANAGER	Enrolled/Active	6/30/94	6/30/94	S
1997 Spring	97S7221B	ETHICS	Enrolled/Active	4/10/97	4/10/97	S
1997 Spring	97S7220C	PUBLIC HOUSING MANAGEMENT ASSESSMENT	Enrolled/Active	4/12/97	4/12/97	S
1997 Spring	97S7232A	PROCUREMENT AND CONTRACT MANAGEMENT	Enrolled/Active	4/22/97	4/22/97	S
1997 Spring	97S7233A	EXECUTIVE HOUSING MANAGEMENT	Enrolled/Active	5/12/97	5/13/97	S
1997 Spring	97S7227C	FINANCIAL ISSUES AND PROCEDURES	Enrolled/Active	6/7/97	6/7/97	S
1997 Spring	97S7224B	PRINCIPLES OF REDEVELOPMENT	Enrolled/Active	6/14/97	6/14/97	S
1997 Fall	97F8211A	LEGAL ISSUES	Enrolled/Active	12/6/97	12/6/97	S
1998 Spring	98S8225A	FINANCIAL MANAGEMENT	Enrolled/Active	5/18/98	5/18/98	S
1998 Fall	98F9236A	MAINTENANCE MANAGEMENT	Enrolled/Active	10/15/98	10/15/98	S
1999 Spring	99S9248B	PUBLIC HOUSING ASSESSMENT SYSTEM	Enrolled/Active	6/5/99	6/5/99	S
1999 Spring	99S9256A	DESIGN PRINCIPLES FOR REDEVELOPMENT	Enrolled/Active	6/16/99	6/16/99	S
1999 Fall	99F0381A	ETHICS	Enrolled/Active	9/14/99	9/14/99	S
1999 Fall	99F0382B	PLANNING FOR CHANGE	Enrolled/Active	9/15/99	9/15/99	S
2000 Spring	00S0256A	PRINCIPLES OF REDEVELOPMENT	Did Not Complete-Dropped	3/25/00	3/25/00	

Not valid as an official transcript without an official signature.

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Printed 4/25/13 1:43 PM Page 1 of 2

**New Jersey Department of Community Affairs
and
Rutgers, The State University of New Jersey**

John Clarke

is hereby recognized as a
Public Housing Authority Executive Director

after satisfactory completion of the requirements established for the
Local Housing Authority and Municipal Development Agency Training Program

Jane M. Kenney
Commissioner
Department of Community Affairs

Henry A. Coleman
Director, Center for Government Services
Edward J. Bloustein School of Planning and Public Policy

Date: Spring 2000

SECTION III.

LISTING OF REFERENCES.

John Mahon
Executive Director
Bayonne Housing Authority
549 Avenue A
Bayonne, NJ 07002
Phone: 201-339-8700

Sherry Sims, Executive Director
Boonton Housing Authority
125 Chestnut Street
Boonton, NJ 07005
Phone: 973-335-0846

Victor D. Figueroa
Executive Director
Housing Authority of the City of Camden
1800 S 9th Street
Camden, NJ 08104
Phone: 856-968-6137

Jelani Garrett
Trenton Housing Authority
875 New Willow Street
Trenton, NJ 08638
Phone: 609-278-5000

Tim Kaiser, Executive Director
PHADA
511 Capitol Court, NE
Washington, DC 20002
Phone: 202-546-4381

Willie Hunter Sr. , Executive Director
The Parking Authority of the City of Camden
10 Delaware Avenue
Camden, NJ 08103
Phone: 856-757-9300

Jose Montes, CEO
PRAB
90 Jersey Ave
New Brunswick, NJ 08901
Phone: 732-828-4510

George Zoffinger, Principle
Constellation Capital Corp
120 Albany Street Plaza
New Brunswick, NJ 08901
Phone: 732-483-4074

SECTION IV.

NEW JERSEY BUSINESS REGISTRATION FORM AND RELATED DOCUMENTS.

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
FILING CERTIFICATE (CERTIFIED COPY)

Corporation Name: SUNBELT INDUSTRIES, INC.
Business Id: 0100598918
Certificate Number: 6000155020

I, THE TREASURER OF THE STATE OF NEW JERSEY, DO HEREBY CERTIFY, THAT THE ABOVE NAMED BUSINESS DID FILE AND RECORD IN THIS DEPARTMENT A CHANGE OF REGISTERED OFFICE ON June 30, 2021 AND THAT THE ATTACHED IS A TRUE COPY OF THIS DOCUMENT AS THE SAME IS TAKEN FROM AND COMPARED WITH THE ORIGINAL(S) FILED IN THIS OFFICE AND NOW REMAINING ON FILE AND OF RECORD.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY
HAND AND AFFIXED MY OFFICIAL SEAL AT
TRENTON, THIS
October 04, 2021 A.D.



Elizabeth Maner
ELIZABETH MANER NG010
STATE TREASURER

VERIFY THIS CERTIFICATE ONLINE AT
https://www1.state.nj.us/TYTR StandingCert/JSP/Verify_Cert.jsp

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
CHANGE OF REGISTERED AGENT CERTIFICATE**

SUNBELT INDUSTRIES, INC.
0100598918

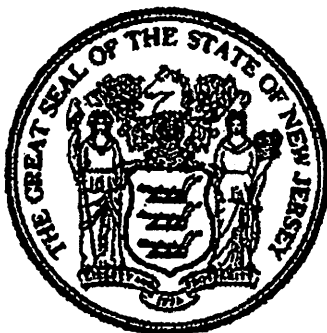
The Division of Revenue and Enterprise Services hereby affirms that the following change was submitted on 06/30/2021 for SUNBELT INDUSTRIES, INC..

Previous Registered Agent and Office

JOHN CLARKE
99 YORK STRET
LAMBERTVILLE, NJ 08530

New Registered Agent and Office

JOHN CLARKE
900 Easton Ave, Ste 26# 169
Somerset, NJ 08873



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal, this
30th day of June, 2021*

A handwritten signature in black ink, appearing to read "Elizabeth Maher Muoio".

Certificate Number : 2568296536
Verify this certificate online at
https://www1.state.nj.us/TYTR_StandingCertUSP/Verify_Cert.jsp

Elizabeth Maher Muoio
State Treasurer

03/03/15

Taxpayer Identification# 223-333-315/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY
DIVISION OF REVENUE
PO BOX 232
TRENTON, NJ 08646-0232

TAXPAYER NAME:
SUNBELT INDUSTRIES, INC.

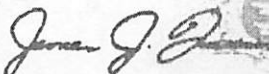
ADDRESS:
24 CODDINGTON COURT
BELLE MEAD, NJ 08823
EFFECTIVE DATE:

01/28/11

TRADE NAME:

SEQUENCE NUMBER:
1014523

ISSUANCE DATE:
03/03/15



Director
New Jersey Division of Revenue

FORM BRC

(04-06), D203040V



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: SUNBELT INDUSTRIES, INC.

Trade Name:

Address: 99 YORK ST
LAMBERTVILLE, NJ 08530

Certificate Number: 1614523

Effective Date: January 26, 2011

Date of Issuance: October 04, 2021

For Office Use Only:

20211004144918740

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
SHORT FORM STANDING**

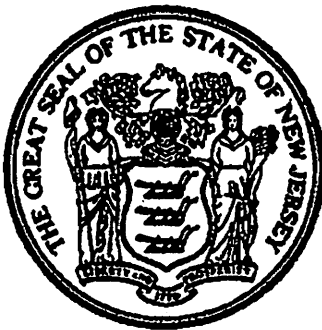
**SUNBELT INDUSTRIES, INC.
0100598918**

I, the Treasurer of the State of New Jersey, do hereby certify that the above-named New Jersey Domestic For-Profit Corporation was registered by this office on August 29, 1994.

As of the date of this certificate, said business continues as an active business in good standing in the State of New Jersey, and its Annual Reports are current.

I further certify that the registered agent and office are:

**JOHN CLARKE
99 YORK STRET
LAMBERTVILLE, NJ 08530**



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal at Trenton, this
20th day of August, 2020*

**Elizabeth Maher Muoio
State Treasurer**

Certificate Number : 2500784870

Verify this certificate online at

https://www1.state.nj.us/TYTR_StandingCert/USP/Verify_Cert.jsp

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
ANNUAL REPORT CERTIFICATE**

SUNBELT INDUSTRIES, INC.

0100598918

The Division of Revenue and Enterprise Services hereby affirms that the following annual report for SUNBELT INDUSTRIES, INC. was submitted on 08/20/2020 for the year: 2020

Registered Agent and Office

JOHN CLARKE
99 YORK STRET
LAMBERTVILLE, NJ 08530

Main Business Address

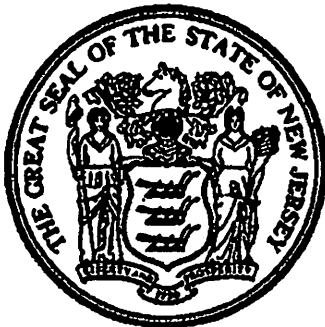
3536 Chipman Road
Easton, PA 18045

Principal Business Address

99 York Street
Lambertville, NJ 08530

Officers and Directors

PRESIDENT
JOHN A CLARKE
24 CODDINGTON COURT
BELLE MEAD, NJ 08502



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal, this
20th day of August, 2020*

A handwritten signature in black ink, appearing to read "Elizabeth Maher Muoio".

**Elizabeth Maher Muoio
State Treasurer**

Certificate Number : 2500784792
Verify this certificate online at
https://www1.state.nj.us/TYTR_StandingCerti/JSP/Verify_Cert.jsp

SECTION V.

EVIDENCE OF INSURANCE.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME:	
	PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No):	
INSURED Sunbelt Industries, Inc. 3536 Chipman Rd Easton PA 18045	E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Hiscox Insurance Company Inc	NAIC # 10200
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR (NSD) WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	N	UDC-4423177-CGL-21	02/28/2021	02/28/2022	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000					
	MED EXP (Any one person) \$ 5,000					
	PERSONAL & ADV INJURY \$ 1,000,000					
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg.
						\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE					EACH OCCURRENCE \$
	DED ☐ RETENTION \$ ☐					AGGREGATE \$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐				PER STATUTE ☐ OTH-ER ☐
		N/A				E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Consulting services for Princeton Housing Authority

CERTIFICATE HOLDER

Princeton Housing Authority
1 Redding Circle
Princeton, NJ 08540

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2021

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PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No): E-MAIL: contact@hiscox.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc NAIC # 10200 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Sunbelt Industries, Inc. 900 Easton Ave, Ste 26 #169 Somerset, NJ 08873	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GENL AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	N	UDC-4423177-CGL-21	02/28/2021	02/28/2022	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000					
	MED EXP (Any one person) \$ 5,000					
	PERSONAL & ADV INJURY \$ 1,000,000					
	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ OED ☐ RETENTION \$					BODILY INJURY (Per person) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below					BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
						EACH OCCURRENCE \$
						AGGREGATE \$
						\$
						PER STATUTE ☐ OTHER ☐
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Consulting services for Princeton Housing Authority.

CERTIFICATE HOLDER

Princeton Housing Authority
1 Redding Circle Princeton, NJ 08540

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2021

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PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME:	
	PHONE (A/C No. Ext): (888) 202-3007 FAX (A/C No.):	
	E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Hiscox Insurance Company Inc	10200
INSURED Sunbelt Industries, Inc. 900 Easton Ave, Ste 26 #169 Somerset NJ 08873	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$ ☐					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) (If yes, describe under DESCRIPTION OF OPERATIONS below) ☐ Y/N	N/A				PER STATUTE ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	N	UDC-4423177-EO-21	02/28/2021	02/28/2022	Each Claim: \$1,000,000 Aggregate: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Consulting services for Princeton Housing Authority.

CERTIFICATE HOLDER

Princeton Housing Authority
1 Redding Circle
Princeton, NJ 08540

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2021

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PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME:	
	PHONE (A/C, No, Ext): (888) 202-3007	FAX (A/C, No):
INSURED Sunbelt Industries, Inc. 900 Easton Ave, Ste 26 #169 Somerset, NJ 08873	E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Hiscox Insurance Company Inc	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC # 10200		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ OTHER \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$ ☐					EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	N	UDC-4423177-EO-21	02/28/2021	02/28/2022	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Consulting services for Princeton Housing Authority.

CERTIFICATE HOLDER**CANCELLATION**

Princeton Housing Authority 1 Redding Circle Princeton, NJ 08540	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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RESOLUTION 2022 # 2

A Resolution Authorizing and Approving a Shared Service Agreement Between the Princeton Housing Authority and Princeton to use CDBG (or other grant provided funds) from Princeton, to complete renovations, updates and/or repairs to the Henry Pannell Center and/or the PHA property located at 50 Clay Street in an amount not to exceed \$173,000 dollars (see attached resolution).

WHEREAS, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

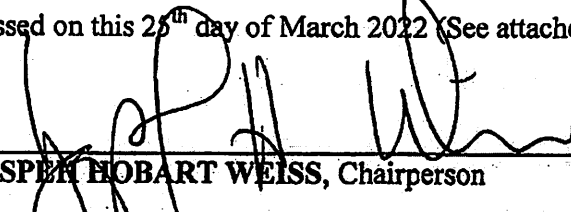
WHEREAS, the Housing Authority is in need of a grant to complete repairs and renovations at the Henry Pannell Center and to complete repairs and renovations at its building located at 50 Clay Street, Princeton, NJ; and

WHEREAS, the Housing Authority has discussed executing a shared service agreement with Princeton to allow Princeton to provide CGDB (or other funds) toward those projects; and

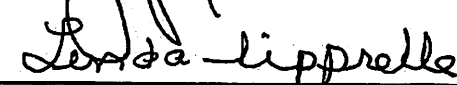
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Princeton Housing Authority does hereby authorize the Executive Director and Housing Authority Attorney to work together with Princeton on drafting a shared service agreement between the PHA and Princeton.

BE IT FURTHER REOLVED, the Board of Commissioners authorizes the Operations/Personnel Committee to review and approve a finalized version of the document and approves the documents executing by the Chairperson.

Passed on this 25th day of March 2022 (See attached Vote Box)



JOSEPH HOBART WEISS, Chairperson



**LINDA SIPPRELLE, Interim Executive Director
And Secretary to the Board**

RESOLUTION 2022 # 2

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COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
PANNELL			✓			
SIPPRELLE		✓	✓			
LOGAN			✓			
SPITZ	✓		✓			
VELAZQUEZ			✓			
CHAIRPERSON HOBART WEISS			✓			