

**PENNS GROVE HOUSING AUTHORITY  
RESOLUTION NO. 14-2026**

**Resolution Authorizing Executive Session**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters as follows:

(1) *Matters Required by law to be confidential*: Any matter which by express provision of the Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

(2) Any matter in which the release of information would impair the right to receive federal funding.

(3) *Matters involving individual privacy*: Any matter, the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations or other personal material of any education, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned.

(4) *Matters pertaining to a collective bargaining agreement*: Any matter involving a collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

(5) *Matters relating to the purchase, lease acquisition of real property or investment of public funds*: Any matter involving the lease, purchase or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

(6) *Matters of public protection*: Any tactic and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection.

(7) *Matters relating to litigation, negotiations and attorney-client privilege*: Any matter of pending or anticipated litigation or contract negotiation other than in (4) above in which the Housing Authority is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required for the attorney to exercise ethical duties as a lawyer.

(8) *Matters relating to the employment relationship*: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all of the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.

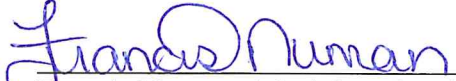
**WHEREAS**, the Penns Grove Housing Authority has determined that it is necessary to go into a closed session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b

*Matters relating to personnel matters, contracts and employment relationships*

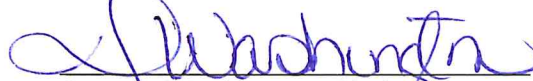
**NOW, THEREFORE BE IT RESOLVED**, by the Commissioners of the Penns Grove Housing Authority that the Commissioners will go into closed session to discuss the following, in accordance with the aforesaid provisions of the Open Public Meetings Act, after which it will reconvene in the public:

**BE IT FURTHER RESOLVED** that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

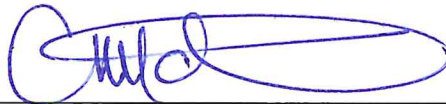
ATTEST:

  
Francis Numan, Administrative Asst.

PENNS GROVE HOUSING AUTHORITY

  
Ignacia Washington, Chairperson

I certify that the foregoing is a true copy of a Resolution adopted by the Commissioners of the Penns Grove Housing Authority, in the County of Salem, at a regular meeting thereof held on the 1<sup>st</sup> day of April 2026.



Carolina Valdez, Executive Director

	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
I. Washington			✓			
N. Scott			✓			
L. Hill	✓		✓			
J. Lopez		✓	✓			
M. Pollard			✓			
D. Robinson			✓			

**PENNS GROVE HOUSING AUTHORITY RESOLUTION 15-2026  
RESOLUTION APPROVING RENEWAL OF EMPLOYMENT CONTRACT OF EXECUTIVE  
DIRECTOR**

**WHEREAS**, Carolina Valdez has been serving as Executive Director of the Penns Grove Housing Authority (“Authority”) under an employment contract expiring **June 30, 2026**; and

**WHEREAS**, pursuant to 24 CFR § 903.7 and applicable New Jersey statutes, the Board of Commissioners is authorized to approve the renewal of the Executive Director’s employment contract; and

**WHEREAS**, the Board has reviewed the performance of Carolina Valdez and determined that it is in the best interest of the Authority to renew her employment contract for an additional term; and

**WHEREAS**, the Board has negotiated and approved a renewed employment contract with Carolina Valdez, which specifies the duties, compensation, benefits, and term of employment, with the contract term beginning July 1, 2026 and expiring June 30, 2027.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Penns Grove Housing Authority, that:

1. **Renewal of Contract** – The employment contract of Carolina Valdez as Executive Director is hereby renewed for the term **July 1, 2026** through **June 30, 2027**, under the terms and conditions set forth in the approved contract.
2. **Authorization to Execute Contract** – The Board of Commissioners gives formal permission for the Chairperson and/or Executive Secretary to sign the renewed employment contract on behalf of the Authority.
3. **Compliance with HUD Requirements** – The Authority certifies that this renewal complies with all applicable HUD regulations, including conflict-of-interest rules, and the Authority’s Personnel Policies.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

**PENNS GROVE HOUSING AUTHORITY**

**SIGNATURE:**

  
Ignacia Washington, Chairperson

**ATTEST:**

  
Board Secretary

**Resolution No. 15-2026**

**Adopted: April 1, 2026**

**PENNS GROVE HOUSING AUTHORITY RESOLUTION 16-2026  
RESOLUTION CONFIRMING EMPLOYEE SALARIES, EXECUTIVE DIRECTOR SALARY, AND  
BUDGET AMENDMENTS FOR FYE 6/30/27**

**WHEREAS**, the Authority has determined that it wishes to provide its employees with a salary increase for the period **July 1, 2026 through June 30, 2027**; and

**WHEREAS**, the Board has reviewed and approved the revised salary schedule reflecting a 5% increase for all employees; and

**WHEREAS**, the revised salary schedule affects both the State and Federal budgets for FYE 6/30/27, and supersedes any previous salary schedules; and

**WHEREAS**, the Executive Director's employment contract will reflect the 5% salary increase in accordance with the revised salary schedule.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Authority, that:

1. **Employee Salary Increases** – The salaries of all employees are hereby increased by 5% for the period **July 1, 2026 through June 30, 2027**, as reflected in the attached revised salary schedule.
2. **Executive Director Salary Increase** – The Executive Director's contract shall be amended to reflect a 5% increase in salary, consistent with the revised salary schedule.
3. **Budget Amendments** – The revised salary schedule is recognized for the purpose of updating both State and Federal budgets for **FYE 6/30/27**, and supersedes prior salary schedules.
4. **Effective Date** – These salary increases and budget amendments shall take effect **July 1, 2026**.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

**PENNS GROVE HOUSING AUTHORITY**

**SIGNATURE:**

Ignacia Washington, Chairperson

**ATTEST:**

Board Secretary

**Resolution No. 16-2026**

**Adopted: April 1, 2026**

**PENNS GROVE HOUSING AUTHORITY RESOLUTION 17-2026  
RESOLUTION APPROVING STATE BUDGET FOR FISCAL YEAR 2026–2027**

**WHEREAS**, the Authority is required to prepare and adopt an annual budget in accordance with New Jersey statutes and DCA regulations; and

**WHEREAS**, the proposed **State Budget for Fiscal Year July 1, 2026 through June 30, 2027** has been prepared and presented to the Board of Commissioners for review; and

**WHEREAS**, the Board has reviewed the proposed budget and determined it is in the best interest of the Authority to adopt the State Budget; and

**WHEREAS**, the adopted budget will be submitted to the **New Jersey Department of Community Affairs** and other required State agencies.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Authority, that:

1. **Approval of State Budget** – The State Budget for **July 1, 2026 through June 30, 2027** is hereby approved and adopted.
2. **Submission to State** – The Executive Director is authorized to submit the adopted budget and required documentation to the **NJ Department of Community Affairs**.
3. **Compliance with State Requirements** – The Authority certifies that the adopted budget complies with all applicable New Jersey statutes, regulations, and reporting requirements.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

**PENNS GROVE HOUSING AUTHORITY**

**SIGNATURE:**

  
Ignacia Washington, Chairperson

**ATTEST:**

  
Board Secretary

**Resolution No. 17-2026**

**Adopted: April 1, 2026**

**PENNS GROVE HOUSING AUTHORITY RESOLUTION 18-2026  
RESOLUTION APPROVING FEDERAL BUDGET FOR FISCAL YEAR 2026–2027**

**WHEREAS**, the Authority is required to prepare and adopt an annual operating budget for federally funded programs in accordance with HUD regulations; and

**WHEREAS**, the proposed **Federal Budget for Fiscal Year July 1, 2026 through June 30, 2027** has been prepared and presented to the Board; and

**WHEREAS**, the Board has reviewed the proposed budget and determined it is in the best interest of the Authority to adopt the Federal Budget; and

**WHEREAS**, the adopted budget will be submitted to HUD and maintained in the Authority's records per HUD requirements.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Authority, that:

1. **Approval of Federal Budget** – The Federal Budget for **July 1, 2026 through June 30, 2027** is hereby approved and adopted.
2. **Submission and Administration** – The Executive Director is authorized to submit the adopted Federal Budget to HUD and administer it per HUD regulations.
3. **Compliance with Federal Requirements** – The Authority certifies the Federal Budget complies with all HUD regulations and federal requirements.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

**PENNS GROVE HOUSING AUTHORITY**

**SIGNATURE:**

  
Ignacia Washington, Chairperson

**ATTEST:**

  
Board Secretary

**Resolution No. 18-2026**

**Adopted: April 1, 2026**

**PENNS GROVE HOUSING AUTHORITY  
RESOLUTION NO. 19-2026  
AUTHORIZING LOCAL POLICE ENFORCEMENT OF TITLE 39 TRAFFIC LAWS**

**WHEREAS**, the Penns Grove Housing Authority (the "Authority") owns and maintains the properties known as **Penn Towers South, located at 40 S. Broad Street, Penns Grove, NJ 08069, and Silver Run Complex, located at 300 Gillette Avenue, Penns Grove, NJ 08069**, including the **parking lots** used by residents, staff, and visitors (collectively, the "Roadways"); and

**WHEREAS**, the Authority desires to promote the **safety of residents, staff, and visitors** by ensuring that traffic laws are enforced on these Roadways; and

**WHEREAS**, under **N.J.S.A. 39:5A-1**, a housing authority may request that the governing body of the local municipality authorize enforcement of **Subtitle I of Title 39 (Motor Vehicles and Traffic Regulation)** by local law enforcement on private roads; and

**WHEREAS**, the Authority seeks to request that the **Penns Grove Police Department**, specifically **Lt. Joseph Schultz**, and the governing body of the Borough of Penns Grove, authorize enforcement of all applicable provisions of Title 39 in the parking lots of **Penn Towers South and Silver Run Complex**, including, but not limited to, speed limits, stop signs, reckless or careless driving, and parking violations; and

**WHEREAS**, the Authority will ensure that **all traffic-control signage, including speed-limit signs, stop signs, and parking-related markings, is properly installed, maintained, and clearly visible, and that all no-parking areas are accurately and visibly marked** so that officers of the Penns Grove Police Department may effectively enforce the applicable State laws;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Penns Grove Housing Authority hereby **requests the Penns Grove Police Department, through Lt. Joseph Schultz, and the Borough governing body**, to enforce **Title 39 traffic laws** in the parking lots of **Penn Towers South (40 S. Broad Street)** and **Silver Run Complex (300 Gillette Avenue)**.

**BE IT FURTHER RESOLVED**, that enforcement shall include all traffic violations authorized under Title 39, and citations issued by the police shall be processed through the **appropriate municipal court**.

**BE IT FURTHER RESOLVED**, that the Executive Director of the Authority is authorized and directed to **submit this resolution in writing** to Lt. Joseph Schultz, the Penns Grove Police Department, and the Borough governing body, and to take any additional steps necessary to facilitate enforcement.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect at the next Board meeting on **April 1, 2026**.

Adopted by the Board of Commissioners of the Penns Grove Housing Authority at a regular meeting held on **April 1, 2026**.

**PENNS GROVE HOUSING AUTHORITY**

Chairperson: 

ATTEST: 

Secretary / Executive Director

**Resolution Number: 19-2026**

**Adopted: April 1, 2026**

**PENNS GROVE HOUSING AUTHORITY RESOLUTION 19-2026  
RESOLUTION APPROVING THE PAYMENT OF BILLS FOR THE PENNS  
GROVE HOUSING AUTHORITY**


**WHEREAS**, the Penns Grove Housing Authority (“Authority”) has incurred bills for the month of **March 2026**; and

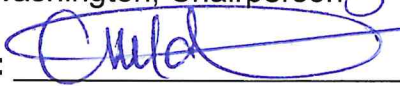
**WHEREAS**, the Board of Commissioners has reviewed the attached list of charges for services rendered; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Penns Grove Housing Authority, that the attached list of bills incurred in March 2026 and scheduled for **payment in April 2026** are hereby authorized and approved for payment.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

**PENNS GROVE HOUSING AUTHORITY**

**SIGNATURE:**   
Ignacia Washington, Chairperson

**ATTEST:**   
Board Secretary

	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
I. Washington			✓			
J. Lopez			✓			
L. Hill		✓	✓			
M. Pollard	✓		✓			
D. Robinson			✓			
N. Scott			✓			

**Resolution No. 20-2026  
Adopted: April 1, 2026**

**PHA Board Resolution**  
Approving Operating Budget

**U.S. Department of Housing and  
Urban Development**  
Office of Public and Indian Housing

OMB Approval No. 2577-0029 (exp. 04/30/2027)

**Public reporting burden** for this collection of information is estimated to average 136.2 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, completing the operating budget and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden, to the Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410. When providing comments, please refer to OMB Approval No. 2577-0029. 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 and 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 budget adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA complies with HUD prescribed procedures. PHA boards must approve the operating budget and HUD requires boards to certify their approval through this form. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Penns Grove Housing Authority PHA Code: NJ074

PHA Fiscal Year Beginning 7-1-2026 Board Resolution Number: 18-2026

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):

- Operating Budget approved by Board resolution on: DATE  
4-1-2026
- 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/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.  
WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

Print Board Chairperson's Name: <u>Ignacia Washington</u>	Signature: <u>[Signature]</u>	Date: <u>4-1-26</u>
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