

MANSFIELD TOWNSHIP COMMITTEE MEETING

July 16, 2012

This is a special meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Smith, Mr. Watters, Mayor Tomaszewski

Salute to the flag was done by all.

RESOLUTION:

Ms. Hrebenak stated that Resolution 2012-57 that was passed on Wednesday was incorrect and these are the correct numbers.

**RESOLUTION # 2012-57**  
**TOWNSHIP OF MANSFIELD**  
**COUNTY OF WARREN, STATE OF NEW JERSEY**

**RESOLUTION TO ACCEPT THE**  
**TOWNSHIP OF MANSFIELD**  
**AFFORDABLE HOUSING TRUST FUND SPENDING PLAN**

**WHEREAS**, the Township of Mansfield, Warren County has prepared a Housing Element and Fair Share Plan in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the affordable housing regulations of the New Jersey Department of Community Affairs (the Department) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.); and

**WHEREAS**, a development fee ordinance creating a dedicated revenue source for affordable housing was approved by the Department on July 12, 1995 and adopted by Mansfield Township on October 11, 1995; and

**WHEREAS**, said ordinance establishes the Township of Mansfield's affordable housing trust fund for which an Affordable Housing Trust Fund Spending Plan has been prepared and submitted for approval to the Department; and

<b>SPENDING PLAN SUMMARY</b>		
<b>Balance as of December 31, 2011</b>		<b>\$ 356,086.20</b>
<b>PROJECTED REVENUE 2012-2018</b>		
<b>Development fees</b>	+	<b>\$ 35,210.06</b>
<b>Payments in lieu of construction</b>	+	<b>\$ -</b>
<b>Other funds</b>	+	<b>\$ -</b>
<b>Interest</b>	+	<b>\$ 666.03</b>
<b>TOTAL AVAILABLE FUNDS</b>	=	<b>\$ 391,962.29</b>
<b>PROJECTED EXPENDITURES 2012-2018</b>		
<b>Funds used for Rehabilitation</b>		<b>\$ -</b>
<b>Funds used for New Construction</b>		
<b>1. Market to Affordable</b>	+	<b>\$ 300,000.00</b>
<b>2.</b>	+	<b>\$ -</b>
<b>3.</b>	+	<b>\$ -</b>
<b>4.</b>	+	<b>\$ -</b>
<b>Affordability Assistance*</b>	+	<b>\$ 123,487.47</b>
<b>Administration</b>	+	<b>\$ 21,498.08</b>
<b>Excess Funds or Remaining Balance Reserved for Additional Affordable Housing Activity</b>	=	<b>\$ -</b>
<b>1. [list individual projects/programs]</b>	-	<b>\$ -</b>
<b>2.</b>	-	<b>\$ -</b>
<b>TOTAL PROJECTED EXPENDITURES</b>	=	<b>\$ 444,985.55</b>
<b>REMAINING BALANCE</b>	=	<b>\$ (53,023.26)</b>
<small>* Actual affordability assistance minimums are calculated on an ongoing basis, based on actual revenues.</small>		

WHEREAS, the Mayor and Committee wish to accept the Affordable Housing Trust Fund Spending Plan and also commit said funds as outlined in the aforementioned Affordable Housing Trust Fund Spending Plan, a summary of which is found on the following page.

Mr. Smith made a motion to approve the passage of Resolution 2012-57, which was seconded by Mr. Watters.

Ayes: Mr. Smith, Mr. Watters, Mayor Tomaszewski  
 Nays: None  
 Abstain: None  
 Absent: Mrs. Kocher, Mr. Clancy

**RESOLUTION # 2012-58**  
**TOWNSHIP OF MANSFIELD**  
**COUNTY OF WARREN, STATE OF NEW JERSEY**

**RESOLUTION WITH RESPECT TO**

**AFFORDABLE HOUSING ADMINISTRATIVE EXPENSES**

**WHEREAS**, the Township of Mansfield, Warren County has prepared a Housing Element and Fair Share Plan in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the affordable housing regulations of the New Jersey Department of Community Affairs (the Department) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.); and

**WHEREAS**, the Township of Mansfield submitted a Housing Element and Fair Share Plan to the Department for review and approval; and

**WHEREAS**, the submission to the Department also included a request to review and approve the Township of Mansfield’s June 2012 Affordable Housing Trust Fund Spending Plan; and

**WHEREAS**, a component of the Township’s Fair Share Plan and Affordable Housing Trust Fund Spending Plan are Administrative Expenses; and

**WHEREAS**, the Department’s rules state that no more than 20 percent of all development fee revenue, exclusive of the fees used to fund a Regional Contribution Agreement, shall be expended on administration; and

**WHEREAS**, the Affordable Housing Trust Fund Spending Plan commits \$21,498.08 for administrative expenses, which include consulting fees, planning fees and legal fees for administration and implementation of Mansfield Township’s affordable housing programs and salaries and benefits for municipal employees for administration and implementation of the housing plan and programs; and

**NOW, THEREFORE, BE IT RESOLVED** on this 16<sup>th</sup> day of July 2012 that the Mayor is authorized and directed to create an escrow account entitled “Administrative Expenses” and transfer to it \$21,498.08 plus \$6,501.92 for a total of \$28,000.00 from the Township of Mansfield’s Affordable Housing Trust Fund.

Mayor Tomaszewski made a motion to approve the passage of Resolution 2012-58, which was seconded by Mr. Smith.

Ayes: Mr. Smith, Mr. Watters, Mayor Tomaszewski  
Nays: None  
Abstain: None  
Absent: Mrs. Kocher, Mr. Clancy

**RESOLUTION # 2012-59**

**TOWNSHIP OF MANSFIELD**

**COUNTY OF WARREN, STATE OF NEW JERSEY**

**RESOLUTION WITH RESPECT TO**

**THE MARKET TO AFFORDABLE PROGRAM**

**WHEREAS**, the Township of Mansfield, Warren County has prepared a Housing Element and Fair Share Plan in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the affordable housing regulations of the New Jersey Department of Community Affairs (the Department) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.); and

**WHEREAS**, the Township of Mansfield submitted a Housing Element and Fair Share Plan to the Department for review and approval; and

**WHEREAS**, the submission to the Department also included a request to review and approve the Township of Mansfield's June 2012 Affordable Housing Trust Fund Spending Plan; and

**WHEREAS**, a component of the Township's Fair Share Plan and Affordable Housing Trust Fund Spending Plan is a Market to Affordable Program; and

**WHEREAS**, the Fair Share Plan provides for at least ten affordable units to be created through the Market to Affordable Program; and

**WHEREAS**, the Affordable Housing Trust Fund Spending Plan commits up to \$300,000 for the conversion of ten market rate units to affordable units; and

**WHEREAS**, the Township of Mansfield has already initiated discussions with the Township's apartment complexes to gauge interest;

**WHEREAS**, the Township of Mansfield has drafted a Memorandum of Understanding, which outlines the Market to Affordable Program process and regulations that will guide the Township's partnership with a private entity; and

**NOW, THEREFORE, BE IT RESOLVED** on this 16<sup>th</sup> day of July 2012 that the Mayor is authorized and directed to create an escrow account entitled "Market to Affordable Program" and transfer to it \$300,000.00 from the Township of Mansfield's Affordable Housing Trust Fund.

Mayor Tomaszewski made a motion to approve the passage of Resolution 2012-59, which was seconded by Mr. Watters.

Ayes: Mr. Smith, Mr. Watters, Mayor Tomaszewski

Nays: None

Abstain: None

Absent: Mrs. Kocher, Mr. Clancy

Mr. Watters made a motion to adjourn at 5:05pm.