

SECAUCUS HOUSING AUTHORITY

Proposed Agenda

Regular Meeting-12/5/2024 • 7:00 P.M. • The Elms 777 Fifth Street

1) Roll Call

2) Opening Statement:

"Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Center, and delivery of same to the Jersey Journal on December 13, 2023. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D (1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session".

3) Flag Salute

4) Minutes – October 24, 2024 Regular Meeting & Closed Session for September 26, 2024

5) Payment of Claims: November/December

6) Remarks of Citizens:

7) Committee Reports:

Finance Committee

- **Resolution #2024-25** Appointment of Christopher Marra as Fund Commissioner to NJPHAJIF
- Monthly Bank Account Balances Report
- Financial Statement through September 30, 2024

Professional Services Committee

- **Resolution 2024-26** Award of Technical Maintenance Consulting Contract
- **Resolution 2024-27** Award of Contract to Habitech Architecture for A/E Services to remove and replace two roofs at 600 County Avenue
- Going out to bid for 3 professional services for 4.1.25 (Legal, Accounting, Audit)

Personnel Committee

- **Resolution 2024-28** Promotion of staff to positions of Project Based Voucher Coordinator and
- **Resolution 2024-29** Promotion of staff to the position of Housing Choice Voucher Specialist
- **Resolution 2024-30** Hiring of Residents Services Coordinator

Policy Committee

- **Resolution 2024-31** Adoption of Housing Choice Voucher Administrative Plan

Buildings & Grounds

- Update on the Interior Painting and Upgrade to Interior Lighting of The Elms
- Report on Electric use and costs at The Elms
- **Resolution 2024-32** Award of Elevator Maintenance Contract
- **Resolution 2024-33** Award of Contract for Carpet Flooring, and Accessory Installation/Repairs on Open End Basis
- **Resolution 2024-34** Award of Contract for 8 Various Services
- **Resolution 2024-35** Award of Contract for Janitorial/Custodial Services

Housing Choice Voucher (HCV) Program

- HCV Program October through November 2024
- **Resolution 2024-36** Establishing Payment Standards for the Housing Choice Voucher Program

Other

9) Old Business:

10) New Business

11) Executive Director's Report

- 2025 Annual Meeting Schedule Notice (For Adoption)
- LHC Audit for FY24

12) Remarks of Citizens:

13) Adjournment