

**HOUSING AUTHORITY OF THE CITY OF LONG BRANCH  
BOARD OF COMMISSIONERS  
REGULAR MEETING**

**AGENDA**

**MONDAY, DECEMBER 15 , 2025 - 5:00 P.M.**

**Garfield Court Administration Building**

**2 Hope Lane**

**Long Branch, NJ 07740**

**I. OPENING**

- Call to Order: Board Attorney
- Roll Call
- Flag Salute
- Statement to the Public

**II. OLD BUSINESS**

- Approval of the Public Session Minutes for November 17, 2025, Board Meeting.
- Other

**III. NEW BUSINESS**

1. Executive Director's Report
2. **Resolution 12-01-2025** - Resolution authorizing the transaction, approving the list of bills for November 2025, authorizing an expenditure of funds, subject to appropriations, ratification of expenditures
3. **Resolution 12-02-2025** – Resolution approving the transaction, authorizing the Long Branch Housing Authority Housing Choice Voucher Program Small Area Fair Market Rents (SAFMRS) for 2026
4. **Resolution 12-03-2025** - Resolution approving the transaction, authorizing appointment of a Fund Commissioner for the Long Branch Housing Authority to the Joint Insurance Fund (JIF)
5. **Resolution 12-04-2025** – Resolution approving the transaction, authorizing a lease with the City of Long Branch for the Adam “Bucky” James Community Center, subject to the approval of HUD, ratification of past action
6. **Resolution 12-05-2025** – Resolution approving the transaction, authorizing a write-off of Tenant Account Receivables (TARs) for Fiscal Year ending June 30, 2025
7. **Resolution 12-06-2025** – Resolution authorizing the transaction, adopting amendments to the Long Branch Housing Authority (LBHA) *Procurement Policy*
8. **Resolution 12-07-2025** - Resolution authorizing the transaction, approving the amendment to the Housing Authority of the City of Long Branch (LBHA) *Internal Control Policy*

9. **Resolution 12-08-2025** - Resolution authorizing the transaction, approving the adoption of the current *Admissions and Continued Occupancy Policy* (ACOP) without amendments
10. **Resolution 12-09-2025** - Resolution authorizing the transaction, approving the adoption of the current *Housing Choice Voucher Program Administrative Plan* (“Administrative Plan”), without amendments
11. **Resolution 12-10-2025** - Resolution authorizing the transaction, authorizing a contract for On Call Snow Removal Services at Garfield Court and John R. Lewis Commons, ratification of the contract term, authorizing an expenditure of funds in an amount not to exceed \$200,000.00 per year, subject to appropriations
12. **Resolution 12-11-2025** - Resolution authorizing the transaction, authorizing an increase of the contract amount for Vacant Unit Turnover Services, authorizing an expenditure of funds in an amount not to exceed \$180,000.00 for the contract year, subject to appropriations
13. **Resolution 12-12-2025** - Resolution authorizing the transaction, accepting Hazardous Discharge Site Remediation Fund Grant from the New Jersey Department of Environmental Protection for the Liberty Street Commons Site
14. **Resolution 12-13-2025** - Resolution authorizing the transaction, approving the Housing Authority to transition from its current background check software to NTN DecisionPoint
15. **Resolution 12-14-2025** - Resolution acknowledging and accepting the retirement application of employee Mr. Gerald Lezin
16. **Resolution 12-15-2025** - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on December 15, 2025
17. Other

**IV. CLOSED SESSION**

**V. PUBLIC SESSION**

**VI. COMMENTS FROM PUBLIC**

**VII. COMMISSIONERS' COMMENTS**

**VIII. ADJOURNMENT**