

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JANUARY 25, 2016

AGENDA

1. Call to order
2. Salute to the Flag
3. Roll Call
4. Approval of the open session minutes from the regular meeting held on December 21, 2015.
5. Treasurers Report including approval of payment vouchers.
 - Vouchers #28254 through #28325 and Direct Deposit D5621 through D5675, Section 8 Account.
 - Vouchers #25444 through #25475, Operating Account.
 - Vouchers #2254 through #2255, Tenant Security Account.
 - Vouchers #4203 through #4207, Capital Fund Account.
6. Executive Directors report
7. Committee Reports
8. Old Business
9. New Business
 - Resolution 2016-1 certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey.
 - Resolution 2016-2 authorizing a second year renewal of the snow and ice removal services to R. Collins Enterprises Inc.
10. Public Input
11. Executive Session
12. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – FEBRUARY 29, 2016

AGENDA

1. Call to order
2. Salute to the Flag
3. Roll Call
4. Approval of the open session minutes from the regular meeting held on January 25, 2016.
5. Treasurers Report including approval of payment vouchers.
 - Vouchers #28326 through #28402 and Direct Deposit D5676 through D5728, Section 8 Account.
 - Vouchers #25491 through #25523, Operating Account.
 - Voucher #2256, Tenant Security Account.
 - Vouchers #4208 through #4211, Capital Fund Account.
6. Executive Directors report
7. Committee Reports
8. Old Business
9. New Business
 - Resolution 2016-3 authorizing second year contract for Risk Management to Brown & Brown.
 - Resolution 2016-4 authorizing an Executive Director Contract
 - Resolution 2016-5-authorizing an inter-local agreement contract with Ocean City Housing Authority.
 - Resolution 2016-6 -approving the Authority's FY 2016 CFP Annual Statement, it's CFP Five Year Action Plan for FY 2016-2020 and the Related CFP ACC Amendment.
10. Public Input
11. Executive Session
12. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – MARCH 21, 2016

AGENDA

1. Call to order
2. Salute to the Flag
3. Roll Call
4. Approval of the closed session minutes from the January 25, 2016 Board of Commissioners Meeting.
5. Approval of the open session minutes from the regular meeting held on February 29, 2016.
6. Treasurers Report including approval of payment vouchers.
 - Vouchers #28406 through #28477 and Direct Deposit D5729 through D57838, Section 8 Account.
 - Vouchers #25534 through #25557, Operating Account.
 - Voucher #2257 through #2261, Tenant Security Account.
7. Presentation and/or Correspondents
 - RAD Update
 - Redevelopment
 - Commissioner Survey
8. Executive Directors report
9. Committee Reports
10. Old Business

MARCH 21, 2016 AGENDA CONTINUATION...

11.New Business

- Resolution 2016-7 establishing rent reasonableness for the Section 8 Housing Choice Voucher Program.
- Resolution 2016-8 approving the Authority's FY 2016 PHA Agency Plan which includes it's FY 2016 Annual Plan and its 5-Year Plan for FYs 2016-2020.
- Resolution 2016-9-authorizing travel and attendance for Commissioners and staff at the Annual MARC/NJNAHRO Conference and Trade Show April 24th through 27th, 2016.
- Resolution 2016-10 renewing the second year contract for elevator maintenance services to Federal Elevator, Brick, New Jersey.
- Resolution 2016-11 authorizing the advertisement for financing for capital improvements.
- Resolution 2016-12 authorizing the advertisement for landscaping services.

12.Public Input

13.Executive Session

14.adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – APRIL 18, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call
5. Approval of the open session minutes from the regular meeting held on March 21, 2016.
6. Treasurers Report including approval of payment vouchers.
 - Vouchers #28478 through #28548 and Direct Deposit D5785 through D5840, Section 8 Account.
 - Vouchers #25567 through #25590, Operating Account.
 - Vouchers #2267, #2267 through #2279, Tenant Security Account.
7. Presentation and/or Correspondents
8. Executive Directors report
9. Committee Reports
10. Old Business
11. New Business
 - Resolution 2016-13 Introduction to the Annual and Capital Budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017.
 - Resolution 2016-14 authorizing the advertisement for request for proposal Land Appraisal.
 - Resolution 2016-15 authorizing the advertisement for request for proposal for Topographic Land Survey.
 - Resolution 2016-16 awarding contract for lender through RAD for Capital Improvements.
 - Resolution 2016-17 awarding contract for Lawn & Landscape to R. Collins Enterprises Inc.
 - Resolution 2016-18 awarding contract to build a security booth and new office space at Forge Pond to Ocean Contractors.
12. Public Input
13. Executive Session
14. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – MAY 23, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call
5. Approval of the open session minutes from the special meeting held on April 18, 2016.
6. Treasurers Report including approval of payment vouchers.
 - Vouchers #28595 through #28662, Section 8 Account.
 - Vouchers #25597 through #25631, Operating Account.
 - Vouchers #4217 through #4221, Capital Fund Account.
 - Vouchers #2280 through #2282, Tenant Security Account.
7. Executive Directors report
8. Committee Reports
9. Old Business
10. New Business
 - Resolution 2016-18 awarding contract to build a security booth and new office space at Forge Pond to Ocean Contractors.
 - Resolution 2016-19 awarding contract for General Legal Services for a second year option starting July 1, 2016 to the firm Brady & Kunz.
 - Resolution 2016-20 awarding contract for Fee Accounting Services for a second year option starting July 1, 2016 to Thomas Furlong, CPA.
 - Resolution 2016-21 awarding contract for Auditor Services for a second year option starting July 1, 2016 to Fallon & Larson.
 - Resolution 2016-22 awarding contract for Topographic Land Survey to WSB Engineering Group.
 - Resolution 2016-23 awarding contract for Feasibility/Market Study to Brooke Group LLC.
11. Public Input
12. Executive Session
13. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JUNE 27, 2016 AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call
5. Public Hearing on Budget Adoption
6. Approval of the open session minutes from the board meeting held on May 23, 2016.
7. Presentations
8. Treasurers Report including approval of payment vouchers.
 - Vouchers #28663 through #28726 & Direct Deposit D589-D5950, Section 8 Account. Vouchers #25644 through #25676, Operating Account. Vouchers #4223 through #4228, Capital Fund Account. Vouchers #2283 through #2284, Tenant Security Account. Vouchers #3140 through #3141, Tenant Services Account.
9. Executive Directors report
10. Committee Reports
11. Old Business
12. New Business
 - Resolution **2016-13** amending introduction to the Annual Budget and Capital Budget FYE 6/30/2017.
 - Resolution **2016-24** approving the adoption of the Annual Budget and Capital Budget FYE 6/30/2017.
 - Resolution **2016-25** authorizing the negotiation and execution of a commitment letter with Lakeland Bank in connection with the rental assistance demonstration conversion of the Brick Housing Authority.
 - Resolution **2016-26** approving the amendment to the Brick Housing Authority By-Laws.
 - Resolution **2016-27** approving the amendment to the Pet Policy.
 - Resolution **2016-28** awarding a second year contract for garbage and recyclable services to Waste Management.
 - Resolution **2016-29** to approve for immediate critical repairs needed to be completed prior to the Authority's conversion to RAD.
 - Resolution **2016-30** authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due to the Authority.
 - Resolution **2016-31** authorizing the supplemental questionnaire and application to the local finance board
13. Public Input
14. Executive Session
15. Re-organizational
16. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JULY 25, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call
5. Approval of the open session minutes from the regular meeting held on June 27, 2016 Regular Meeting & Re-Organizational Meeting.
6. Treasurers Report including approval of payment vouchers.
 - Vouchers #28727 through #28790 and Direct Deposit D5951 through D6005, Section 8 Account.
 - Vouchers #25686 through #25711, Operating Account.
 - Vouchers #2285 through #2286, Tenant Security Account.
 - Vouchers #4229 through #4230, Capital Fund Program
7. Executive Directors report
8. Committee Reports
9. Old Business
10. New Business
 - Resolution 2016-32 approving the Board of Commissioners scheduled Board meeting dates for the period August 2016 through July 2017.
 - Resolution 2016-33 authorizing award of Contract for Independent Auditor Services to Novogradac & Company, LLP. for Fiscal year ending 6/30/2016
 - Resolution 2016-34 authorizing the advertisement for carpet installation on an as needed basis.
11. Public Input
12. Executive Session
13. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – AUGUST 29, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call
5. Approval of the open session minutes from the regular meeting held on July 25, 2016.
6. Approval of the closed session minutes from the regular meeting held on July 25, 2016.
7. Treasurers Report including approval of payment vouchers.
 - Vouchers #28791 through #28852 and Direct Deposit D6006 through D6058, Section 8 Account.
 - Vouchers #25722 through #25753, Operating Account.
 - Vouchers #2287 through #2288, Tenant Security Account.
 - Vouchers #4231 through #4234, Capital Fund Program
8. Executive Directors report
9. Committee Reports
10. Old Business
11. New Business
 - Resolution 2016-35 acknowledging the Memorandum of Understanding executed by the Township of Brick in regards to RAD Part 58 Environmental Review indemnifying responsible entity (Brick Township)
 - Resolution 2016-36 authorizing the hiring of a resident liaison.
 - Resolution 2016-37 travel and reimbursement for the NAHRO conference in Atlantic City, September 25th, 26th, & 27th, 2016.
12. Public Input
13. Executive Session
14. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – SEPTEMBER 19, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call
5. Approval of the open session minutes from the regular meeting held on August 29, 2016 Regular Meeting.
6. Treasurers Report including approval of payment vouchers.
 - Vouchers #28853 through #28914 and Direct Deposit D6059 through D6112, Section 8 Account.
 - Vouchers #25763 through #25791, Operating Account.
 - Vouchers #2289 through #2292, Tenant Security Account.
 - Vouchers #4235 through #4240, Capital Fund Program
7. Executive Directors report
8. Committee Reports
9. Old Business
10. New Business
 - Resolution 2016-38 approving travel and reimbursement for the NJNAHRO Conference in Atlantic City, November 14th, 15th & 16th, 2016.
 - Resolution 2016-39 rejecting all bids received for the sidewalk and curb repair at David M. Fried.
 - Resolution 2016-40 awarding contract for Exterior Caulking at Forge Pond to The G Meyer Group.
11. Public Input
12. Executive Session
13. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – OCTOBER 24, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call

5. Approval of the open session minutes from the regular meeting held on September 19, 2016 Regular Meeting.

6. Treasurers Report including approval of payment vouchers.
Vouchers #28915 through #28979 and Direct Deposit D6113 through D6166, Section 8 Account. Vouchers #25798 through #25834, Operating Account. Vouchers #2293 through #2294, Tenant Security Account. Vouchers #4241 through #4249, Capital Fund Program

7. Executive Directors report

8. Committee Reports

9. Old Business

10. New Business
 - **Resolution 2016-41** authorizing a Change Order for the G. Meyer Group
 - **Resolution 2016-42** appointing three Commissioners to serve on the Board of Trustees of the Brick Housing and Community Development Corporation.
 - **Resolution 2016-43** authorizing the issuance of not to exceed \$2,900,000 Rental Assistance Demonstration Bonds and related instruments and determining other matters in connection therewith.
 - **Resolution 2016-44** authorizing the execution of a conciliation agreement with the U.S.H.U.D Office of Fair Housing and Nancy J. Weiner.
 - **Resolution 2016-45** adopting a reasonable accommodation policy for residents with disabilities.

11. Public Input

12. Executive Session

13. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – NOVEMBER 21, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call

5. Approval of the open session minutes from the regular meeting held on October 24, 2016 Regular Meeting.

6. Treasurers Report including approval of payment vouchers.
Vouchers #28980 through #29041 and Direct Deposit D6167 through D6218, Section 8 Account. Vouchers #25843 through #25877, Operating Account. Vouchers #2295 through #2297, Tenant Security Account. Vouchers #4250 through #4254, Capital Fund Program

7. Executive Directors report

8. Committee Reports

9. Old Business

10. New Business
 - **Resolution 2016-46** authorizing the advertisement for snow and ice removal services.
 - **Resolution 2016-47** awarding contract for Carpet Installation on as needed basis.
 - **Resolution 2016-48** authorizing the transfer of \$4,500.00 of the Laundry Services concession to fund the tenant service account.
 - **Resolution 2016-49** adopting an amended personnel policies and procedures manual and an amended employee handbook.
 - **Resolution 2016-50** to join central jersey health insurance fund for prescription only and approve indemnity and trust agreement.
 - **Resolution 2016-51** to continue coverage in Delta Dental Premier.

11. Public Input

12. Executive Session

13. adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – DECEMBER 19, 2016

AGENDA

1. Public Statement Notice (Sunshine Law)
2. Call to order
3. Salute to the Flag
4. Roll Call

5. Approval of the open session minutes from the regular meeting held on October 24, 2016 Regular Meeting.

6. Treasurers Report including approval of payment vouchers.
Vouchers #29042 through #29099 and Direct Deposit D6219 through D6270, Section 8 Account. Vouchers #25889 through #25924, Operating Account. Vouchers #2298 through #2301, Tenant Security Account. Vouchers #4255 through #4256, Capital Fund Program

7. Executive Directors report

8. Committee Reports

9. Old Business

10. New Business
 - **Resolution 2016-52** adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2017 through December 31, 2019 and approve indemnity and trust agreement.
 - **Resolution 2016-53** awarding contract for Snow and Ice Removal Services to r. Collins Enterprises Inc.
 - **Resolution 2016-54** authorizing the advertisement for Risk Management Services.
 - **Resolution 2016-55** authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.
 - **Resolution 2016-56** appointing Alesia Watson as Fund Commissioner for JIF.
 - **Resolution 2016-57** renewing the Executive Director Contract.
 - **Resolution 2016-58** authorizing the execution of an Interlocal Services Agreement with the Long Branch Housing Authority for 266 HQS Inspections of the project based voucher (PBV) Units.

11. Public Input

12. Executive Session

13. adjournment