

HOUSING AUTHORITY OF THE CITY OF JERSEY CITY BOARD OF COMMISSIONERS MEETING MINUTES

September 3, 2025

Attendees:

Chairman, Jeffrey Dublin Vice-Chairman, Shawn Prince Commissioner Brenda Dawson Commissioner Amy Herbold – late arrival Commissioner Charles Mullins Joseph Garcia, Esq., Legal Counsel Stephen Cea, Executive Director/Secretary to the Board Carmen Carrillo, Assistant Secretary to the Board	Arlyn Agustin, Chief Financial Officer Patricia Ramirez, Director HCV/Sec. 8 Program Nehru Nadella, Director of IT Kenneth Pinnock, Director of Purchasing Antoin Evans, Regional Director of Asset Mgt. Doreen Tucker, Director of Human Resources - ABSENT Luz Santana, Director of Compliance - ABSENT Trena Hinton, Director of Rece - ABSENT Sandy Santos Garcia, Director of Development – ABSENT Elizabeth Phillips-Lorenzo, Chief of Staff
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Call to Order

Chairman Jeffrey Dublin called the meeting of the Board of Commissioners of the Housing Authority of the City of Jersey City to order at 5:15 p.m. on Wednesday, September 3, 2025, in person. Executive Director Stephen Cea acknowledged that the necessary notices had been published/posted and established that a quorum was present whereupon the Pledge of Allegiance was conducted.

Public/Guest Participation

No Public Speakers

Items for Approval

The Chairman requested that the Executive Director read the resolutions on tonight's agenda.

The executive director requested a motion on Item #1, Resolution authorizing a “closed caucus” regarding personnel matters & litigation to be placed at the end of the meeting or removed (not discussed). Chairman Jeffrey Dublin made a motion and Vice Chairman Shawn Prince seconded the motion following a roll call of yes votes.

The executive director requested a motion on Item #2, the “closed caucus minutes” held on August 6, 2025. Chairman Jeffrey Dublin made a motion and Vice Chairman Shawn Prince seconded the motion following a roll call of yes votes. However, Commissioner Amy Herbold abstain, since she was not present at the previous board meeting.

The executive director requested a motion on Item #3, the “regular board minutes” held on August 6, 2025. Chairman Jeffrey Dublin made a motion and Commissioner Charles seconded the motion following a roll call of yes votes. However, Commissioner Amy Herbold abstain, since she was not present at the previous board meeting.

The executive director then proceeded by requesting a motion to place Items #4 through #14 onto a consent agenda that he read for the record. Chairman Jeffrey Dublin made the motion, and Commissioner Charles Mullins seconded the motion following roll call of yes votes. The executive director then asked if there were any questions/or concerns with any of the following board items that were read onto the record. Having no further questions/comments, the executive director requested a final motion on the consent agenda in which Chairman Jeffrey Dublin made a motion and Vice Chairman Shawn Prince seconded the motion with all voted in favor with a yes vote.

Executive Director Stephen Cea was asked to review Matters of Information by the Chairman. Once concluded, Matters of Information ended.

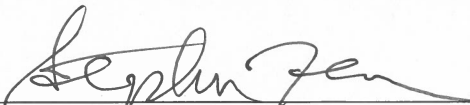
The Chairman stated having no further questions, they will not be returning to conduct any further business in the public portion of tonight's meeting. Chairman Jeffrey Dublin made the motion and Vice Chairman Shawn Prince seconded the motion with all in favor of yes votes.

BOARD RESOLUTIONS – SEPTEMBER 3, 2025 REGULAR BOARD MEETING

- ITEM #4: RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF JERSEY CITY APPROVING ACCOUNTS PAYABLE FOR THE MONTH OF SEPTEMBER 2025.
- ITEM #5: RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO LS ENGINEERING ASSOCIATES FOR THE PHYSICAL NEEDS ASSESSMENT AND ENERGY AUDIT AT VARIOUS JCHA SITES.
- ITEM #6: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO FM GENERATOR INC FOR EMERGENCY GENERATOR SERVICE FOR VARIOUS JCHA DEVELOPMENTS FOR A PERIOD OF TWO (2) YEARS WITH OPTION FOR AN ADDITIONAL TWO (2) YEARS
- ITEM #7: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO ABLE CARE GROUP LLC FOR THE FURNISHING AND INSTALLATION OF A CHAIRLIFT FOR WEBB APARTMENTS.
- ITEM #8: RESOLUTION CONFIRMING THE AWARD OF AN EMERGENCY CONTRACT TO THYSSENKRUPP ELEVATOR CORPORATION FOR ELEVATOR REPAIR SERVICE AT CURRIES WOODS.
- ITEM #9: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO INDEPENDENT HARDWARE, INC. FOR THE FURNISHING AND DELIVERY OF LOCKS & DOOR HARDWARE FOR ALL JCHA DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR WITH AN OPTION FOR AN ADDITIONAL TWO (2) YEARS IN ONE (1) YEAR INCREMENTS.
- ITEM #10: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO WILLOW RUN CONSTRUCTION FOR FIRE ESCAPE REPAIR "AS NEEDED" AT VARIOUS JCHA DEVELOPMENTS FOR A PERIOD OF TWO (2) YEARS.
- ITEM #11: RESOLUTION AUTHORIZING AWARD OF AN AGREEMENT WITH EMPHASYS COMPUTER SOFTWARE, FOR ONE YEAR FOR MAINTENANCE OF PROPRIETARY SOFTWARE NECESSARY FOR THE JCHA COMPREHENSIVE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER (SECTION 8) PROGRAMS.
- ITEM #12: RESOLUTION CONFIRMING AN INCREASE TO QUADIENT INC. CONTRACT FOR MAIL SOFTWARE SOLUTION, EQUIPMENT AND SUPPORTIVE SERVICES FOR THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER PROGRAMS.
- ITEM #13: RESOLUTION AUTHORIZING THE JERSEY CITY HOUSING AUTHORITY TO ENTER INTO AN EMPLOYMENT CONTRACT WITH EXECUTIVE DIRECTOR STEPHEN CEA FOR A TERM OF FIVE (5) YEARS.
- ITEM #14: RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO HUDSON HEATING WHOLESALE INC FOR THE FURNISHING & DELIVERY OF EMERGENCY CONDENSING GAS WATER HEATER FOR BERRY GARDENS, 199 OCEAN AVENUE.

Adjournment

There being no further business to come before the Board of Commissioners, the executive director asked the chairman to adjourn the Board of Commissioners regular meeting at 5:22 p.m. "Closed Caucus" was not conducted.



Stephen Cea, Executive Director
Secretary to the Board