

**HOUSING AUTHORITY OF THE CITY OF JERSEY CITY**  
**BOARD OF COMMISSIONERS MEETING MINUTES**  
**MAY 13, 2026**

**ATTENDEES:**

Chairman, Jeffrey Dublin  
Vice-Chairman, Shawn Prince  
Commissioner Brenda Dawson  
Commissioner Amy Herbold - **ABSENT**  
Commissioner Charles Mullins  
Commissioner Donald Brown  
Commissioner Thomas Hurley  
Joseph Garcia, Esq., Legal Counsel  
Stephen Cea, Executive Director/Secretary to the Board  
Carmen Carrillo, Assistant Secretary to the Board

Timisha Walcott, Acting Chief Financial Officer  
Patricia Ramirez, Director HCV/Sec. 8 Program  
Nehru Nadella, Director of IT  
Kenneth Pinnock, Director of Purchasing/Deputy ED  
Antoin Evans, Director of Asset Mgt.  
Luz Santana, Director of Compliance - **ABSENT**  
Trena Hinton, Director of Rece  
Sandy Santos Garcia, Director of Development – **ABSENT**  
Elizabeth Phillips-Lorenzo, Chief of Staff/Acting Director of HR

**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 5:00 p.m. on Wednesday, May 13, 2026, 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**

There was one Public Speaker: Melissa Williams, Curries Woods Resident

**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 which was discussed prior to the regular board meeting. Chairman Jeffrey Dublin made a motion and Commissioner Donald Brown seconded the motion following a roll call of yes votes. Commissioner Amy Herbold was not present.

The executive director requested a motion on Item #2, the "closed board minutes" held on April 1, 2026. Chairman Jeffrey Dublin made a motion and Commissioner Brenda Dawson seconded the motion following a roll call of yes votes. Commissioner Amy Herbold was not present.

The executive director requested a motion on Item #3, the "regular board minutes" held on April 1, 2026. Chairman Jeffrey Dublin made a motion and Commissioner Donald Brown seconded the motion following a roll call of yes votes. Again, Commissioner Amy Herbold was not present.

The executive director then proceeded by requesting a motion to place Items #4 through #19 onto a consent agenda that he read for the record. Commissioner Donald Brown 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 Commissioner Charles Mullins made a motion and Chairman Jeffrey Dublin 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.

**Page 2**

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 a motion to adjourn the meeting and Commissioner Charles Mullins seconded the motion following a roll call of yes votes.

Once concluded with the regular board meeting, the Chairman then told Executive Director Stephen Cea to commence the reorganization meeting with a roll call and to let the records reflect that all Commissioners are present except for Commissioner Amy Herbold who was absent. Executive Director Stephen Cea then requested a nomination for the election of the Board Chairperson. Commissioner Charles Mullins nominated Jeffrey Dublin and Vice Chairman Shawn Prince seconded the nomination. The Executive Director asked if there were any other nominations? Having no further nominations, he called the roll with all in favor. The Executive Director congratulated him turning the meeting back over to the Chairman elect Jeffrey Dublin again. The Executive Director requested a nomination for the Vice Chairperson for the Board of Commissioners. Chairman Jeffrey Dublin then nominated Vice Chairman Shawn Prince and Commissioner Donald Brown seconded the nomination. With no further discussion and having no other nominations, the Chairman had the Executive Director call the roll on the nomination of Vice Chairman Shawn Prince congratulating him again.

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, thus ending the re-organization meeting.

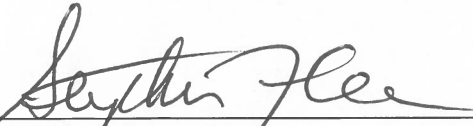
**BOARD RESOLUTIONS – MAY 13, 2026 REGULAR BOARD MEETING**

- 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 MAY 2026.
- ITEM #5:** RESOLUTION TO AWARD OF A CONTRACT TO SELECTIVE INSURANCE FOR FLOOD INSURANCE COVERAGE FOR A ONE (1) YEAR PERIOD 06/12/2026 – 06/12/2027.
- ITEM #6:** RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO D & G SAYLES FOR COMMERCIAL AUTOMOBILE AND EXCESS AUTO LIABILITY INSURANCE FOR A PERIOD OF ONE (1) YEAR.
- ITEM #7:** RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO NOVOGRADAC & COMPANY LLP. TO PERFORM A FISCAL AND COMPLIANCE AUDIT OF JCHA PROGRAMS.
- ITEM #8:** RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO BDO PHA FINANCE LLC TO PROVIDE PROFESSIONAL ACCOUNTING SERVICES FOR A PERIOD OF ONE YEAR.
- ITEM #9:** RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO NOVOGRADAC & COMPANY TO PERFORM A FISCAL AND COMPLIANCE AUDIT OF NJ MORTGAGE AGENCY PROJECT #2056, WEBB APARTMENTS, FOR THE PERIOD OF 04/01/2025-03/31/2026.
- ITEM #10:** RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO NOVOGRADAC & COMPANY TO PERFORM A FISCAL AND COMPLIANCE AUDIT OF NJ MORTGAGE AGENCY PROJECT #1099, 254 BERGEN AVE, FOR THE PERIOD OF 04/01/2025-03/31/2026.
- ITEM #11:** RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO NOVOGRADAC & COMPANY TO PERFORM A FISCAL AND COMPLIANCE AUDIT OF COMMUNITY PRESERVATION CORPORATION #4138, ARLINGTON GARDENS, FOR THE PERIOD OF 04/01/2025-03/31/2026.

- ITEM #12: RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO SURACH ELECTRICAL CONTRACTORS LLC FOR ELECTRICAL REPAIR SERVICES "AS NEEDED" AT ALL JCHA DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR WITH AN OPTION FOR AN ADDITIONAL YEAR.
- ITEM #13: RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO USA GENERAL CONTRACTORS CORP FOR ROOF REPAIR & MAINTENANCE SERVICE "AS NEEDED" FOR ALL JCHA DEVELOPMENTS FOR A PERIOD OF TWO (2) YEARS WITH AN OPTION FOR TWO (2) ADDITIONAL YEARS.
- ITEM #14: RESOLUTION CONFIRMING AN INCREASE TO THE CONTRACT MAXIMUM TO UNIQUE GLASS & DOOR LLC FOR GLASS REPAIR & REPLACEMENT SERVICES FOR VARIOUS JCHA DEVELOPMENTS.
- ITEM #15: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO RELIABLE TREE SERVICE FOR TREE TRIMMING AND RELATED SERVICES "AS NEEDED" FOR VARIOUS JCHA OWNED DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR WITH OPTION FOR ADDITIONAL ONE (1) YEAR.
- ITEM #16: RESOLUTION CONFIRMING THE ADOPTION AND SUBMISSION OF THE SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.
- ITEM #17: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO CLARKE MOYNIHAN LANDSCAPING & CONSTRUCTION LLC FOR LANDSCAPE MAINTENANCE & SNOW REMOVAL SERVICES FOR VARIOUS JCHA DEVELOPMENTS FOR A PERIOD OF TWO (2) YEARS WITH AN OPTION FOR AN ADDITIONAL TWO (2) ONE (1) YEAR INCREMENTS.
- ITEM #18: RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO LENKRIS TRADING LLC dba CROSSTOWN PLUMBING SUPPLY INC FOR THE FURNISHING & DELIVERY OF HOT WATER HEATERS "AS NEEDED" FOR CURRIES WOODS AND 254 BERGEN AVENUE FOR A PERIOD OF ONE (1) YEAR WITH OPTION FOR AN ADDITIONAL ONE (1) YEAR.
- ITEM #19: RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO WILLIAM J. GUARINI INC. FOR EMERGENCY REMOVAL AND REPLACEMENT OF HOT WATER STORAGE TANK AT BERRY GARDENS.

**Adjournment**

There being no further business to come before the Board of Commissioners, the chairman motion to adjourn the Board of Commissioners regular/re-organization meeting at 5:15 p.m. "Closed Caucus" was held before the regular board meeting. The Re-organization meeting was held after.



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Stephen Cea, Executive Director  
Secretary to the Board