

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**RESOLUTION NO. 2463**

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE, upon the recommendation and approval of the Executive Director, that the following claims on the current bills, list attached, amounting to \$ **18,116.27**, is hereby approved.

PROJECT- BILLS FOR MAY 2025 TOTALS: \$ 11,932.43

SECTION 8- BILLS FOR MAY 2025 TOTALS: \$ 6,183.84

Introduced by: _____

Offered by: _____

Dated: June 4, 2025

FLHA RESOLUTION NO. 2463

Housing Authority Borough of Fort Lee
Vendor Accounting Cash Payment/Receipt Register
FLASH Corp.

Criteria Includes: 1) Program: FLASH Corp. 2) Project: All Projects 3) Payment Date: 5/1/2025 to 5/15/2025 4) Financial Period: All 5) Payments Over: All
 Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
8148	05/13/2025	Yes	CHK	Anchor Pest Control	Monthly Pest Service for May	No	\$67.14
8148	05/13/2025	No	VD	Anchor Pest Control	Misprint	No	(\$67.14)
8149	05/13/2025	No	CHK	Home Depot Credit Services	Acct#6035322006257335 bal as of 5	No	\$2,083.08
8150	05/13/2025	No	CHK	PSE & G	Acct# 6759444906 (3/27-4/28 servic	No	\$2,896.85
8151	05/13/2025	No	CHK	PSE & G	Acct# 6768536303 (3/27-4/28 servic	No	\$574.27
8152	05/13/2025	No	CHK	PSE & G	Acct# 6520316105 (4/4-5/5 service)	No	\$182.87
8153	05/13/2025	No	CHK	PSE & G	Acct# 7786115102 (3/28-4/28 servic	No	\$15.85
8154	05/13/2025	No	CHK	PSE & G	Acct# 7260667400 (3/27-4/28 servic	No	\$155.89
8155	05/13/2025	No	CHK	PSE & G	Acct# 7260667508 (3/27-4/28 servic	No	\$250.66
8156	05/13/2025	No	CHK	Sylvia Ruiz	Light fixtures for Apartments (kitchen	No	\$171.64
8157	05/13/2025	No	CHK	Ulysses Varela	Reimbursement for Light (Apt#1, Apt	No	\$4.25
8158	05/13/2025	No	CHK	Veolia Water New Jersey	Acct#10002427312222	No	\$1,722.93
8159	05/13/2025	No	CHK	Anchor Pest Control	Monthly Pest Service for May	No	\$67.14
8160	05/14/2025	No	CHK	Anchor Pest Control	1403 Teresa Dr/ German Cockroach	No	\$1,300.00
8161	05/14/2025	No	CHK	Anchor Pest Control	1403 Teresa Dr/ German Cockroach	No	\$455.00
8162	05/14/2025	No	CHK	Fort Lee Fire Prevention	CCO Application for 1403/5A	No	\$100.00
8163	05/14/2025	No	CHK	Fort Lee Fire Prevention	CCO Application for 1405/3H	No	\$100.00
8164	05/15/2025	No	CHK	GE Appliances, A Haier Company	Acct#117344752 (Order#105970254	No	\$1,617.00

Housing Authority Borough of Fort Lee

Vendor Accounting Cash Payment/Receipt Register

FLASH Corp.

Filter Criteria Includes: 1) Program: FLASH Corp. 2) Project: All Projects 3) Payment Date: 5/1/2025 to 5/15/2025 4) Financial Period: All 5) Payments Over: All
 6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Nun

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
8165	05/15/2025	No	CHK	SLADE INDUSTRIES, INC.	April Maintenance Contract	No	\$235.00
Cleared: 0							\$0.00
Uncleared: 19							\$11,932.43
Total Payments: 19							\$11,932.43

Project Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
FLASH Corp. - Flash Corp. 10	\$11,932.43	\$0.00
Total:	\$11,932.43	\$0.00

Document Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	18	\$11,999.57
Void Payment (VD)	1	(\$67.14)
Total:	19	\$11,932.43

Transaction Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Payment	18	\$11,999.57
Vendor Accounting Void	1	(\$67.14)
Vendor Accounting Total	19	\$11,932.43
Total:	19	\$11,932.43

End of Report

Housing Authority Borough of Fort Lee

Vendor Accounting Cash Payment/Receipt Register

Housing Choice Voucher

Criteria Includes: 1) Program: Housing Choice Voucher 2) Project: All Projects 3) Payment Date: 5/1/2025 to 5/15/2025 4) Financial Period: All 5) Payments Over: All
 Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
4253	05/13/2025	No	CHK	AS Consulting Inc.	Computer IT Services	No	\$1,093.00
4254	05/13/2025	No	CHK	Fort Lee Regional Chamber Of C	June 2025- May 2026 Membership	No	\$230.00
4255	05/13/2025	No	CHK	Gannett New York-NewJersey Lo	Acct#1183942 (Order No.11206065)	No	\$52.88
4256	05/13/2025	No	CHK	NTN- Philadelphia	Background Checks (11)	No	\$121.55
4257	05/13/2025	No	CHK	Thomas Furlong, C.P.A.	May 2025 Accounting Services	No	\$3,200.00
4258	05/13/2025	No	CHK	Verizon Wireless	Acct#642212010-00001 (Office Line	No	\$447.15
4259	05/15/2025	No	CHK	Reiner Group, Inc	Acct# 200948 (Service Order#23448	No	\$414.97
4260	05/15/2025	No	CHK	Verizon FIOS	Acct#452494976000156 (Office FIO	No	\$555.24
4261	05/15/2025	No	CHK	Verizon FIOS	Acct#556776715000140 (Office Fax)	No	\$69.05
Cleared: 0							\$0.00
Uncleared: 9							\$6,183.84
Total Payments: 9							\$6,183.84

Project Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Housing Choice Voucher - Housing Choice Vouchers	\$6,183.84	\$0.00
Total:	\$6,183.84	\$0.00

Document Type Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	9	\$6,183.84
Total:	9	\$6,183.84

Transaction Type Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Payment	9	\$6,183.84
Vendor Accounting Total	9	\$6,183.84
Total:	9	\$6,183.84

End of Report

Housing Authority Borough of Fort Lee

Vendor Accounting Cash Payment/Receipt Register

Housing Choice Voucher

Criteria Includes: 1) Program: Housing Choice Voucher 2) Project: All Projects 3) Payment Date: 5/1/2025 to 5/29/2025 4) Financial Period: All 5) Payments Over: All
 Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409154, GL Account: 1111.2

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
1	05/20/2025	No	DD	Jodi Mizrahi	FSS Balance/Closing	No	\$1,844.58
2	05/20/2025	No	DD	Angela Lamarche	FSS Balance/Closing	No	\$1,914.66
3	05/20/2025	No	DD	Ana Donenko	FSS Balance/Closing	No	\$3,294.79
4	05/19/2025	No	DD	Magdalena Cruz	FSS Balance/Closing	No	\$11,119.60
5	05/20/2025	No	DD	Annette King Peterson	FSS Balance/Closing	No	\$27,011.59
6	05/27/2025	No	DD	Bernada Garcia	FSS Funds/ Released	No	\$6,977.65
7	05/27/2025	No	DD	Christina Sielski	FSS Funds released	No	\$10,259.85
8	05/27/2025	No	DD	Dawn Gruschowl	FSS Funds/ Release	No	\$990.66
9	05/27/2025	No	DD	Doris Landestoy	FSS Funds/ Release	No	\$12,170.85
10	05/27/2025	No	DD	Eiliana Alegria	FSS Funds released	No	\$7,943.00
11	05/27/2025	No	DD	Ena Amaya	FSS Funds/ Release	No	\$5,242.84
12	05/27/2025	No	DD	Gladys De La Cruz	FSS Funds released	No	\$16,323.99
13	05/27/2025	No	DD	Gladys Peralta	FSS Funds/ Release	No	\$31,188.47
14	05/27/2025	No	DD	Kimberly Lutchman	FSS Funds/ Release	No	\$1,077.00
15	05/27/2025	No	DD	Lira Garay	FSS Funds/ Release	No	\$5,043.74
16	05/27/2025	No	DD	Ylena Rodriguez	FSS Funds/ Release	No	\$22,632.00
						Cleared: 0	\$0.00
						Uncleared: 16	\$165,035.27
						Total Payments: 16	\$165,035.27

Project Summary

Bank: Provident Bank, Bank Account: 650409154, GL Account: 1111.2

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Housing Choice Voucher - Housing Choice Vouchers	\$165,035.27	\$0.00
Total:	\$165,035.27	\$0.00

Document Type Summary

Bank: Provident Bank, Bank Account: 650409154, GL Account: 1111.2

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Direct Deposit (DD)	16	\$165,035.27
Total:	16	\$165,035.27

Transaction Type Summary

Bank: Provident Bank, Bank Account: 650409154, GL Account: 1111.2

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Payment	16	\$165,035.27
Vendor Accounting Total	16	\$165,035.27
Total:	16	\$165,035.27

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2464

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE REVISING TO THE ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, in accordance with regulations issued by the U.S. Department of Housing and Urban Development ("HUD"), the Fort Lee Housing Authority (the Authority) is required to adopt a written Administrative Plan that establishes local policies for the administration of the Housing Choice Voucher program; and

WHEREAS, it is appropriate to update and revise Chapter 4, Part I.B. of the Administrative Plan with regard to the application process to provide that "applicants will obtain and complete application forms online however, applicants who are unable to complete the application online or require reasonable accommodation to complete the online application should contact the Authority to arrange for assistance."

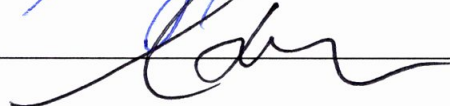
NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE that the foregoing amendment to the Housing Choice Voucher Administrative Plan be and hereby is adopted.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

INTRODUCED BY:



SECONDED BY:



DATED: June 4, 2025

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2465

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH THOMAS FURLONG, C.P.A., FOR ACCOUNTING SERVICES FOR THE PERIOD BEGINNING JULY 1, 2025 AND TERMINATING ON JUNE 30, 2026, AT AN ANNUAL FEE OF \$ 39,600.00, payable monthly in the amount of \$ 3,300.00.

WHEREAS, the Fort Lee Housing Authority (Authority) is currently operating (a) 40 units of Project Based Housing Choice Vouchers; and (b) 490 units under the Housing Choice Voucher Program, in the Borough of Fort Lee, Bergen County, hereinafter collectively referred to as the "Projects"; and

WHEREAS, accounting services are required by the Authority in connection with the operation and management of said Projects; and

WHEREAS, a Public Notice was placed in The Record Newspaper on May 13, 2025 for sealed proposal for "Accounting Services - Fort Lee Housing Authority" with a return date of May 29, 2025; and

WHEREAS, in response to the aforesaid advertisement, the Authority received one (1) proposal which was submitted by the current accountant, Thomas Furlong, CPA; and


WHEREAS, the proposed fee submitted by Thomas Furlong, CPA in the sum of \$39,600.00 payable in 12 equal monthly installments of \$3,300.00 plus \$175.00 per hour for additional services required in connection with the annual audit or as requested by the Authority is reasonable; and

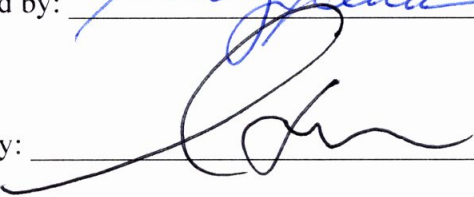
WHEREAS, Thomas Furlong, CPA is a responsible firm which has previously provided satisfactory services to the Authority for many years.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE (Authority), as follows:

1. That the Executive Director is authorized to enter into a contract in the form included in the Request for Proposals for accounting services to **THOMAS FURLONG, CPA** for a term of one year beginning July 1, 2025 and terminating on June 30, 2026 at an annual fee of \$39,600.00 payable in 12 equal monthly installments of \$3,300.00 plus \$175.00 per hour for additional services required in connection with the annual audit or as requested by the Authority; and

2. That the Contract is being awarded in accordance with the Authority's Procurement Policy; and
3. That this Resolution and Contract shall be and remain on file and available for public inspection at the office of the Fort Lee Housing Authority, 1403 Teresa Drive, Fort Lee, New Jersey 07024; and
4. That this Resolution shall take effect immediately.

Introduced by:  _____

Offered by:  _____