

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for the March 25, 2019

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO	X	
KORMANN	X	
MCSWEENEY	X	
DOUGHERTY	X	
MICHEL	X	
HAGAN	X	
KAIN	X	

OTHERS PRESENT: C. Wigginton, C. Rowell, S. McElhatton, S. Zaouali

ACTION ON PREVIOUS MINUTES

Motion to accept previous minutes: G. Dougherty and seconded by M. McSweeney. All those in favor, say aye.

Roll Call: Pacifico,-yes Kormann,-yes, McSweeney,-yes,

Michel,-yes Kain-yes, Dougherty,-yes, Hagan,-yes

Motion passed

ACTION ON EXECUTIVE MINUTES:

Motion to accept previous executive minutes: G.Dougherty and seconded by M. McSweeney. All those in favor, say aye.

Roll Call: Pacifico,-yes, McSweeney,-yes Kormann,-yes,

Dougherty,-yes, Michel,-yes, Kain,-yes, Hagan,-yes

Motion passed

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

Motion to accept Treasurers Report, M.McSweeney and seconded by P. Hagan. All those in favor say aye. Roll Call: - Pacifico,-yes, M. McSweeney,-yes, Kormann,-yes, Dougherty,-yes, Michel,-yes, Kain,-yes, Hagan,-yes, Motion passed

April 22, 2019

**Sunshine Law:** This meeting is being held in conformance with the New Jersey Open Public Meeting Act, otherwise known as the "Sunshine Law". It has been legally noticed in accordance with the law and copies have been given to those requesting the same.

- I. CALL TO ORDER
- II. ACTION ON PREVIOUS MINUTES  
ACTION ON EXECUTIVE MINUTES
- III. COMMUNICATIONS
- IV. BILLS-None
- V. TREASURER'S REPORT- attached
- VI. ATTORNEY'S REPORT
- VII. PRD'S REPORT-attached
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
- X. ADJOURNMENT

CAUCUS MEETING: 6:30  
Meeting- immediately following caucus meeting

**ATTORNEY'S REPORT**

Rad conversion - pending

Motion to accept previous executive minutes: P. Kormann and seconded by P. Hagan. All those in favor, say aye.  
Roll Call: Pacifico,-yes, McSweeney, Kormann,-yes, Dougherty-yes, Michel-yes, Kain,-yes, Hagan,-yes, Motion passed

**PRD REPORT**

Motion to accept PRD's report, M. McSweeney and seconded by C. Kain. All those in favor say aye, Roll Call: Pacifico,- yes, Korman,-yes, McSweeney,-yes, Michel,-yes, Kain,-yes, Dougherty -yes, Hagan-, yes, Motion passed.

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**OLD BUSINESS**

Rad application in process  
Continued discussion on safety and security for residents & staff. Still seeking other security options.

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**NEW BUSINESS**

Continued discussion on safety and security for residents & staff. Still looking into other options of security. Sent security video to commissioners. Skandar reviewed draft budget. Board approved draft budget with one revision to add landscaping \$8000.00. Reorganization for authority. Nominations for officers and elections

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**Adjournment**

Motion to adjourn, P. Kormann and seconded by C. Kain.  
All those in favor say aye, answered unanimously. Motion passed

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**Meeting immediately following caucus meeting.**



**Gloucester Towne's Management Report**

**Meeting Date : April 22, 2019**

**Prepared by: Carole Rowell**

**I. Financial Update**

1. Monthly financial statements were sent to board members separately.
2. RAD application: All documentation has been submitted (as reported at last meeting):  
Now just waiting on final approval/closing date from HUD.

**II. Occupancy Updates** – Building is Fully Occupied.

<b>Overview of Vacancies</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019*</b>
Turnovers	16	10	12	02
# of Applicants on Waiting List	182	224	131	155
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	3/8	9/14	7/12	16/8

**(\*) As of date of report**

### III. Physical/Maintenance Updates

#### 1. Regular Building Activities

- a. Gloucester Towne is due to have the HUD REAC inspection scheduled this year. As of 3/22 no date has been scheduled by HUD.
- b. Bed Bugs Inspection:. Inspection 3/26/19- One apt reported- treatment in progress. Apt 313
- c. Security- As of 4/16/19 we are still trying to meet with Greg Lau- ESS to discuss one person entry system and/or other options.

#### 2. Building Upgrades & Related Costs Within Last 12 months

Item	Date	Cost
Carpet Turnover - Apt. 317	7/20/2018	\$695.00
Carpet Turnover - Apt. 508	7/20/2018	\$695.00
Carpet- Turnover - Apt. 512	9/01/2018	\$695.00
Valcourt Window Washing	9/24/2018	\$1,650.00
Security Equipment and Software for Carole & Bob's Computers	10/01/2018	\$1,087.00
Carpet Turnover - Apt 402	11/16/2018	\$695.00
Carpet Turnover - Apt 412	12/6/2018	\$695.00
322 Powell - Brick Spalling	11/15/2018	\$820.00
Replacement of defective hot water coil valves in the two heat pump air handlers for comm room work in progress	02/12/2019	\$3340.00
Carpet Turnover - Apt 108	02/21/2019	\$695.00
Carpet Turnover - Apt 419	03/07/2019	\$695.00
Replace hot water valves in Community Room River Mechanical Services	03/07/2019	3340.00

### 3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
Lange Property Services- Landscaping	04/17/2019	8950.00

### IV. Resident Life & Activities Update

List of recent and upcoming activities planned for Residents with attendance and cost info.

Activity	Number Attended	Date	Cost
Wii Bowling	10	Mon nights	\$1.00
Tenant Assn Meeting	25	04/09/2019	Assn.
Bingo	20	Wed nights	\$3.00
Cards & Games	10	Thurs nights	Assn.
Bus to Gloucester High- play	5	04/10/2019	Free
Music with Larry	10	04/15/2019	Free

#### Move-out

Apt 219 Joyce Mayers 12/18/18  
Apt 108 James Ficken 02/14/19  
Apt 419 Emily Walker 02/06/18

#### Move-in

Apt 219 Frank Griffith 1/11/19 (GC resident)  
Apt 108 Bernadette Schmidt 2/22/19 (GC resident)  
Apt 419 Clare Critchfield 03/08/2019 (GC resident)