

June 22, 2020

**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

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for the April 27, 2020- Virtual Meeting

**CALLED TO ORDER AT:** Charles Pacifico, Chairman

**ROLL CALL:**

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

Others Present- C. Rowell, C. Wigginton, S. McElhatton,  
S. Zaouali, C. Diaz-Cruz

**ACTION ON PREVIOUS MINUTES**

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

Roll Call: Pacifico, - yes, McSweeney,-yes, Kormann,-yes, Dougherty,-yes, Michel,-yes, Kain,-yes, Hagan,-yes Motion passed

**ACTION ON EXECUTIVE MINUTES:**

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

### **ATTORNEY'S REPORT**

Covid 19-Pandemic Emergency  
129 S. Filmore redevelopment zone designation

Motion to accept Attorney's report: R. Michel and seconded by G. Dougherty. All those in favor, say aye.  
Roll Call: Pacifico, -yes, McSweeney, -yes, Kormann, -yes, Dougherty -yes, Michel, -yes, Kain, -yes, Hagan, -yes Motion passed.

### **PRD REPORT**

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

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### **OLD BUSINESS**

Continued discussion on safety and security for residents & staff.

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### **NEW BUSINESS**

Continued discussion on safety and security for residents & staff. S. Zaouali reviewed and discussed 2020-2021 Budget. Reorganization for authority. Nominations for officers and

elections. Motion to approve elections for officers. R. Michel 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.

Approved Resolutions 20-04-18, PNC Bank for security Deposits. 20-04-17, official newspapers, 20-04-16, GCHA Meeting Schedule, 20-04-15, Official Bank, TD Bank Motion to accept approved resolutions R. Michel and seconded byM. 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.

### Adjournment

Motion to adjourn, R. Michel and seconded by G. Dougherty. All those in favor say aye, answered unanimously. Motion passed.

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**Meeting immediately following caucus meeting.**



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## Gloucester Towne's Management Report

**Meeting Date: June 22, 2020**

**Prepared by: Carole Rowell**

The Gloucester City Housing Authority will have its virtual monthly meeting on Monday, June 22, 2020, at 6:30 pm.

Instructions: [gotomeeting.com/join/459938109](https://gotomeeting.com/join/459938109) or join us by phone 1+571-317-3122 (pin:459-938-109)

### I. Financial Update

1. Monthly financial statements were sent to board members under separate cover.
2. Subsidy payment: Gloucester is still waiting on HUD to obligate the funding.
3. Legal bids submitted for approval.
4. 2020-2021 Adopted Budget approval.
5. Auditor Bids submitted for approval

### II. Occupancy Updates – Currently 99% occupied.

Overview of Vacancies	2017	2018	2019	2020 *
Turnovers	10	12	10	5
# of Applicants on Waiting List	224	131	167	177
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	9/14	7/12	11/6	7/4

\* Current vacant unit: 129 S. Fillmore move-in date 8/1/20

(\*) As of the date of the report

### III. Physical/Maintenance Updates

#### 1. Regular Building Activities

Covid-19 update:

- No positive cases have been reported to management.
- Our maintenance staff has been working continuously sanitizing common areas, hallways, community room, etc, to prevent the Corona Virus.
- The cleaning company performs a deep cleaning of all common areas on a weekly basis.
- Residents have received weekly/monthly notices regarding the Corona Virus as information becomes available.
- The office staff continues to flex their schedules. The office is closed to visitors.

#### 2. Building Upgrades & Related Costs for 2020

Item	Date	Cost
Apt 511 - Carpet turnover	01/17/2020	\$795.00
213 Somerset - Replaced Kitchen floor	01/30/2020	\$720.00
335 Hudson-Replaced Kitchen floor	01/30/2020	\$584.00
Ptac unit	02/14/2020	\$977.55
Apt 413- Carpet turnover & Cove base	02/20/2020	\$795.00
301 Hudson- basement wall parging	03/11/2020	\$3200.00
301 Hudson - painting	03/09/2020	\$950.00

Apt 104 Carpet Turnover	05/12/2020	\$795.00
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### 3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
n/a		

### 4. Occupancy Activity

#### Move-Out

39 S. Burlington - Cannon 10/03/2019  
 Apt 511 J. Middleton 12/29/2019  
 Apt 317 M. Greenberg 02/07/202  
 Apt 413 C. Snow 02/17/202  
 301 Hudson A. McGuckin  
 Apt 104 D. Marade 03/ 17/20  
 129 S Filmore, C Jankowski

#### Move -In

39 S. Burlington - K. Snyder 01/10/2020 (GC resident)  
 Apt 511 L. Bird 02/21/2020 (GC resident)  
 Apt 317 M. Sloan 02/14/2020 (GC resident)  
 Apt 413 B. Unipan 03/01/2020 (GC resident)  
 301 Hudson H. Destephano 5/1/2020 (GC resident)  
 Apt 104 A. Willette 06/01/2020 (GC resident)  
 129 S Filmore Crystal Janis, (GC resident)

### IV. Resident Life & Activities Update

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

Activity	Number Attended	Date	Cost
All activities canceled due to COVID-19			