

June 3, 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

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for the April 22, 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	

ACTION ON PREVIOUS MINUTES

Motion to accept previous minutes: P. Hagan and seconded by P. Kormann. 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: P. Hagan 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 M. McSweeney. 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

ATTORNEY'S REPORT

Rad conversion - pending

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

OLD BUSINESS

Rad application in process

Continued discussion on safety and security for residents & staff. C. Kain still working with other security companies.

NEW BUSINESS

Continued discussion on safety and security for residents & staff. Reviewed a tailgate detection security video option, will discuss at next meeting.

Approved 2019-2020 Budget. Motion to approve 2019-2020 Budget, R.Michel and seconded by P. Kormann. All those in favor say aye, Roll Call: Pacifico,- yes, Korman,-yes, McSweeney,-yes, Michel,- yes, Kain,-yes,Dougherty -yes, Hagan-, yes, Motion passed.

Adjournment

Motion to adjourn, P. Kormann and seconded by C. Kain.

All those in favor say aye, answered unanimously. Motion passed

Meeting immediately following caucus meeting.

PRD

Management, Inc.

Gloucester Towne's Management Report

Meeting Date : June 3, 2019

Prepared by: Carole Rowell

I. Financial Update

1. Monthly financial statements were sent to board members separately.
2. RAD application: HUD approved RAD application. Received the RAD conversion commitment terms and conditions signed by HUD. Board will have to review and sign. Kick off call with HUD will be scheduled for next week. 3 bids went out to law firm to be engaged for the conversion and board will be reviewing and approving the bids.
3. DCA reviewed 2019-2020 budget. Forms will be presented for signature.

II. Occupancy Updates – Building is Fully Occupied.

Overview of Vacancies	2016	2017	2018	2019*
Turnovers	16	10	12	4
# of Applicants on Waiting List	182	224	131	159
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	3/8	9/14	7/12	18/7

(*) 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 05/28/19 no date has been scheduled by HUD.
- b. Bed Bugs Inspection: Inspection 3/26/19- One apt reported- treatment completed Apt 313.
- c. Security- As of 05/28/19 we are working on different security door options- Received video for tailgate detection video.

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
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3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
Lange Property Services- Landscaping - Awarded	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	05/14/2019	Assn.
Bingo	20	Wed nights	\$3.00
Cards & Games	10	Thurs nights	Assn.

Move-out

Apt 219 Joyce Mayers 12/18/18
 Apt 108 James Ficken 02/14/19
 Apt 419 Emily Walker 02/06/19
 Apt 303 Georgianna Onorato 05/8/19
 Apt 406 Marie Orsini 05/18/19

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)
 Apt 303 Josephine Fuchs 05/17/19 (GC resident)
 Apt 406 Joseph Mermonde 05/25/19 (GC resident)