

November 25, 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 October 28, 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-excused

ACTION ON PREVIOUS MINUTES

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

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

ACTION ON EXECUTIVE MINUTES:

Motion to accept previous executive minutes: R. Michel and seconded by P. Kormann. All those in favor, say aye.

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

ATTORNEY'S REPORT

Rad conversion - scheduled closing November 30

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

PRD REPORT

Motion to accept PRD's report. R. Michel and seconded by P. Kormann. All those in favor say aye, Roll Call: Pacifico,-yes, Korman,-yes, McSweeney,-yes, Dougherty,-yes, Michel -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. Rad closing scheduled for Nov 30. Approved resolutions 19-10-07, Rad conversion, 19-10-08, Management Agreement, 19-10-09, Tenant Selection Plan, 19-10-10 PBRA House Rules, Motion to approve Resolutions 19-10-07,19-10-08,19-10-09,19-10-10 P. Kormann and seconded by R. Michel. All those in favor say aye, Roll Call: Pacifico,- yes, Korman,-yes, McSweeney,-yes, Dougherty,-yes, Michel -yes, Hagan-, yes, Motion passed.

Adjournment

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

Meeting immediately following caucus meeting.



Gloucester Towne's Management Report

Meeting Date : November 25, 2019

Prepared by: Carole Rowell

I. Financial Update

1. Monthly financial statements were sent to board members separately.
2. RAD update from Roe & Cavanaugh: we expect to receive comments on our legal submission by the end of the week, 11/15. We probably will not make the November 21st signing date, but can likely make the following week. Our aim is still to close by the end of November.

II. Occupancy Updates – Building is Fully Occupied.

Overview of Vacancies	2016	2017	2018	2019*
Turnovers	16	10	12	8
# of Applicants on Waiting List	182	224	131	166
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	3/8	9/14	7/12	11/7

(*) As of the date of report

III. Physical/Maintenance Updates

1. Regular Building Activities

- Gloucester Towne had their HUD REAC inspection on 9/11/19 with a score of 88C .
- 301 Hudson – Furnace installation is complete. We are waiting on PSE&G to turn on the gas at the curb. We will schedule the new move-in after the gas has been turned on.
- 39 South Burlington is now vacant. Maintenance staff working on this turn-over and will be ready for 12/1 move-in.

- **2. Building Upgrades & Related Costs Within Last 12 months**

Item	Date	Cost
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
Carpet Turnover Apt 314	07/12/2019	\$695.00
301 Hudson- flood- support exterior wall & remove mud from the basement	07/02/2019	\$4500.00

129 Filmore- exterior soffit & fascia painting- Reac item	07/31/2018	\$1250.60
322 Powell- exterior soffit & fascia painting-reac items	07/31/2019	\$765.00
301 Ridgeway- replace concrete pad- reac item	07/31/19	\$950.00
301 Hudson - Electrical repairs	09/09/19	\$795.00
301 Hudson- mold remediation	10/02/19	\$19,900.00
Apt 101 carpet- turnover	09/27/19	\$695.00
220 Mercer refrigerator	09/25/19	\$611.80
Apt 501 carpet- turnover	10/24/19	\$695.00
301 Hudson- furnace install	10/24/19	\$8575.00
2 new Trash dumpsters	11/6/19	\$5100.00

3. Items Out to Bid/Contracts Awarded

Item	Date	Cost

4. Occupancy Activity

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
Apt 314 Henry Sturmfels 07/15/19
Apt 210 Florence Gedling 08/10/19

Apt 101 Leo Pearce 09/09/19
Apt 501 Mary Pierman 10/31/19

Move-in

Apt 219 Frank Griffith 1/11/19 (GC resident)
Apt 108 Bernadette Schmidt 2/22/19 (GC resident)
Apt 419 Clare Critchfield 03/08/19 (GC resident)
Apt 303 Josephine Fuchs 05/17/19 (GC resident)
Apt 406 Joseph Mermonde 05/25/19 (GC resident)
Apt 314 Ethel Cattell 08/01/19 (GC resident)
Apt 210 Helenann Cattell 08/19/19 (GC resident)

Apt 101 Djibril Keita 10/10/19 (GC resident)
Apt 501 Edward Tobin 11/6/19 (GC resident)

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
Bingo	20	Wed nights	\$3.00
Cards & Games	10	Thurs nights	Assn.
Tenant Association Meeting	25	11/4/2019	-

Lunches -3 times a week	15-20	M-W-F	\$3.00
Casino Bus Trip	15	11/13/2019	-
Medicare Bingo with Sharon Jones	10	11/18/2019	Free
Thanksgiving Dinner- Tenant Association	25	11/23/2019	Free to Assn
Larry Porter sing along	20	11/25/2019	Free