

April 27, 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 February 27, 2020

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. Rowell, C. Wigginton,

ACTION ON PREVIOUS MINUTES

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

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

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

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

ATTORNEY'S REPORT

Rad conversion closed on November 27, 2019.

Reappointment and Administered Oath of Office-
P. Kormann 03/01/2020-02/28/2025, and R. Michel
03/01/2020- 02/28/2025.

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

PRD REPORT

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

OLD BUSINESS

Continued discussion on safety and security for residents &
staff.

NEW BUSINESS

Continued discussion on safety and security for residents &
staff. Reappointed for Roseann Michel, 2-28-2025, Paul Kormann,
02-28-2025- administered Oath of Offices.

Adjournment

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

Meeting immediately following caucus meeting.



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Gloucester Towne’s Management Report

Meeting Date: April 27, 2020

Prepared by: Carole Rowell

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. Skandar Zaouali has drafted the 2020 Budget for board review. Once reviewed, the board will need to approve by resolution.
4. Board approval needed to designate PNC Bank for the security deposit account.
5. Re-organization resolutions are due this month:
 - Official Bank
 - Official Newspaper
 - Monthly Meeting schedule

II. Occupancy Updates – Currently 100% occupied.

Overview of Vacancies	2017	2018	2019	2020 *
Turnovers	10	12	10	4
# of Applicants on Waiting List	224	131	167	172
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	9/14	7/12	11/6	5/5

(*) As of the date of the report

III. Physical/Maintenance Updates

1. Regular Building Activities

Our maintenance staff has been working continuously sanitizing common areas, hallways, community room, etc, to prevent the Corona Virus. The cleaning Company comes every Wednesday to sanitize. All residents have been issued information regarding the Corona Virus and weekly updates are provided.

Management was able to purchase face masks for all residents which were delivered to every apt.

301 Hudson - move-in date 5/01/2020

2. Building Upgrades & Related Costs for 2020

Item	Date	Cost
Apt 511 - Turnover paint	01/16/2020	\$600.00
39 S. Burlington - Carpet	12/14/2020	\$1595.00
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

3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
n/a		

4. Occupancy Activity

Move Out

39 S. Burlington - Cannon 10/03/19
Apt 511 J. Middleton 12/29/19
Apt 317 M. Greenberg 02/07/20
Apt 413 C. Snow 02/17/20

Move-In

39 S. Burlington - K. Snyder 01/10/20 (GC resident)
Apt 511 L. Bird 02/21/20 (GC resident)
Apt 317 M. Sloan 02/14/20 (GC resident)
Apt 413 B. Unipan 03/01/20 (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			