

August 24, 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 June 22, 2020- Virtual Meeting

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, S. McElhatton,

ACTION ON PREVIOUS MINUTES

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

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

ACTION ON EXECUTIVE MINUTES: None

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

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

ATTORNEY'S REPORT

Covid 19-Pandemic Emergency
Stay on Tenancy Matters

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

PRD REPORT

Motion to accept PRD's report. R. Michel and seconded by M. McSweeney. All those in favor say aye, Roll Call: Pacifico, -yes, McSweeney, -yes, Kormann, -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.
Approved Resolutions 20-06-19, Legal Contract- Charles Wigginton 20-06-20, Annual Audit Contract Joseph Bowley Meeting Schedule, Motion to accept approved resolutions R. Michel and seconded by M. McSweeney. All those in favor say aye, Roll Call: Pacifico, -yes, McSweeney, -yes, Kormann, -yes, Michel -yes, Kain, - 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.



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Gloucester Towne's Management Report

Meeting Date: August 24, 2020

Prepared by: Carole Rowell

The Gloucester City Housing Authority will have its virtual monthly meeting on Monday, August 24, 2020, at 6:30 pm.

Instructions: [Join GoToMeeting Session](#)

(US) +1 571-317-3122 (toll)

PIN: 717-083-325

[Joining instructions](#)

I. Financial Update

1. Monthly financial statements were sent to board members under separate cover.
2. Subsidy payment: Received January payment- Feb-July waiting approval

II. Occupancy Updates – Currently 99% occupied.

Overview of Vacancies	2017	2018	2019	2020 *
Turnovers	10	12	10	7
# of Applicants on Waiting List	224	131	167	58
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	9/14	7/12	11/6	6/0

* Current vacant unit: 129 S. Fillmore move-in date 8/16/20

06/01/20- Purged waiting list

(*) 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 is back in the office full time. 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

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 02/07/2020
 Apt 413 C. Snow 02/17/2020
 301 Hudson A. McGuckin
 Apt 104 D. Marade 03/17/2020
 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 Laura Farrell 08/015/20

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			