

April 26, 2021

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
- 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 March 22, 2021 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. Wigginton, S. McElhatton, L. Warner.

ACTION ON PREVIOUS MINUTES

Motion to accept Previous Minutes: R. Michel and seconded by M. McSweeney. All those in favor, say aye.
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - yes, P. Kain - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Previous Executive Minutes: M. Dougherty and seconded by R. Michel. All those in favor, say aye.
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - yes, P. Kain - yes, Motion passed.

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

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

ATTORNEY'S REPORT

Commissioner Charles Kain's pending appointment.

COVID Vaccine for Gloucester Towne Tenant was successfully.

Gloucester City Urban Renewal - 34A North King Street working with Tax Assessor's office to remove the listing of the Housing Authority as the owner.

Tenancy Matters - Eviction actions and residential lockouts in New Jersey continue to be stayed in the New Jersey Superior Courts pursuant to the Governor's executive orders and emergency powers through at least June 17, 2021.

Motion to accept Attorney's report: C. Pacifico and seconded by R. Michel. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - yes, P. Kain - yes, Motion passed.

PRD REPORT

Motion to accept PRD's report. C. Pacifico and seconded by R. Michel. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - yes, P. Kain - yes, Motion passed.

OLD BUSINESS NONE

NEW BUSINESS

Approved Resolutions 21-03-25, Official Newspaper, 20-03-26, Official Bank, TD Bank, 21-03-27, GCHA Meeting Schedule.

Motion to accept approved resolutions: C. Pacifico and seconded by R. Michel. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - yes, P. Kain - yes, Motion passed.

Adjournment

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

Meeting immediately following caucus meeting



To: The Board Members of Gloucester Towne

From: PRD Management, Inc.

Re: Materials for next Board Meeting

Date: April 26, 2021

On the following pages, attached, please find the current Management activity report for the property, a copy of last month's Board meeting minutes, and the proposed Budget .

Please let this serve as a reminder that the next **Board Meeting** will be on **Monday, April 26, 2021, at 6:30 pm via GoTo Meeting.**

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/SueMcElhatton/gcha-board-meeting>

You can also dial in using your phone.

United States: +1 (224) 501-3412

Access Code: 893-934-853



Activity Report for Gloucester Towne as of 04.15.2021

Financial updates:

The 2021-22 budget will be reviewed this month.

Copies of the budget have been distributed to the board.

Occupancy / Vacancy updates:

This property is 100 %* occupied as of this report.

Overview of Vacancies	2018	2019	2020	2021
# of Applicants on waitlist	131	159	58	74
Apartment Turnovers	12	11	14	7
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	N/A	N/A
*pending MI this month				

Did you file for special Claims & How much? Filed for Special Claims on April 2nd 2021 in the amount of \$627.00.

Physical / Maintenance updates:

Inspections

- HUD REAC inspections: Due to COVID19, all REACs were postponed, and have not been rescheduled. The HUD Protocol is reportedly changing and will soon include resident units and resident survey information as part of the scoring.
- Other annual inspections:
 - Fire inspection was last completed on 04.13.2021. No findings
 - Bedbugs & Pest Management
We have had 0 confirmed cases of bedbugs in the past 6 months.

Large Maintenance Items Completed Last 6 months	Date	Cost
None		

Large Maintenance Items planned for the next 6 months	Target Date	Est Cost
Parking Lot - Coating & Striping	06/2021	5,800.00
Front Security Entry Doors	TBA	20,585.00
Rear Security Entry Doors	TBA	19,150.00
Trash Room Floor Coating	04.23.2021	2,531.25
Roof - Repair Open Seams and Flashing/with new EPDM Cover Tape	04.14.2021	3,150.00
Boiler - Weil McLain HW Boiler Replacement Parts - sensor damaged from internal leak, boiler out of service	04.30.2021	3,290.00

Other Maintenance Updates & Special Projects

1st Floor Front & Rear Lobby - Stripe Wallpaper & Paint - Date to be determined

Resident Life and Activities

FUTURE EVENTS

HEALTHCARE-We have a responsible socially distanced event scheduled for April 28, 2021 outdoors AmeriHealth is sponsoring Coffee and individually packaged donuts, music and healthcare info for anyone in our building who would like to sign up 10am 12pm. 10 people per time slot of 30 minutes.

OUTDOOR BINGO

Prizes have been donated by Catholic Daughters

YAHTZEE-We purchased a outdoor lawn yahtzee game

Summer BBQ - date pending

Water Ice - Wednesdays

Root Beer Sundae on a Friday - date pending

Movie Nite - We have purchased an inflatable movie screen and will be scheduling a movie in May.

Facemasks will be delivered to the tenants this month.

COVID-19 Updates:

For the calendar year to date, there have been:

- [7] COVID-19 cases reported by residents.
- [0] COVID-19 cases reported by site staff.

The community rooms remain closed and inside activities are still suspended due to COVID-19. This will be re-evaluated in April 2021. The staff continues to diligently sanitize all common areas and touchpoints. We continue to distribute PPE (masks/hand sanitizers) newsletters, and educational materials to residents, monthly and as needed.

Updates on our efforts to bring the Covid19 vaccination to the property:

To date we have **87** tenants fully vaccinated and we are still counting on many who have dates scheduled. A new notice just going out to remind everyone not vaccinated that I will still assist them with a date if they need it. Or to report to the office if they have been vaccinated already, just so we can keep a good count. Our tenants are very supportive and responsive about this.

Our seniors and our staff are proud to be a part of that worldwide effort to eradicate the pandemic. Our team worked hard to get our Senior population vaccinated and the logistics and paperwork collection effort that had to be put forth was substantial. We are grateful to Ashley Hagan - GC Mayor's Aide, Lori Ryan- GC Community Development Coordinator Joanie Connell- Camden County Transportation , Maureen Bergeron- Camden County Health Dept Coordinator and PRD team members for their help with pulling things together so quickly.

Other / Misc. updates

None at the present time.