

February 28, 2022

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 January 24, 2022, 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, and L. Warner.

ACTION ON PREVIOUS MINUTES

Motion to accept Previous Minutes: R. Michel - yes and seconded by P. Kormann. All those in favor, say aye.

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

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT: None

Motion to accept Previous Treasure's Report: M. McSweeney - yes and seconded by P. Hagan. All those in favor, say aye.

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

ATTORNEY'S REPORT

Commissioner Charles Kain's holdover pending appointment.

The term of Commissioner Martha Dougherty is set to expire on February 28th, 2022, she was not interested in serving another term.

Gloucester City Mayor and Council has appointed Evan Walsh as a Housing Authority Commissioner for a (5) five-year term from March 1, 2022, through February 28, 2027. Mr. Walsh will be sworn in at the February 28, 2022, meeting of the Board of Commissioners.

Tenancy Matters - Eviction actions and residential lockouts in New Jersey, now have mandatory mediation which is now required prior to the court scheduling an actual trial for a judgment for possession.

HUD Resident Commissioner Requirement - notify Gloucester City Clerk, Administrator and Solicitor HUD regulation required the appointment of a housing authority tenant to the vacancy. Commissioner Dougherty's term set to expire on February 27, 2022.

Coast Guard Pier Redevelopment - Gloucester City Governing Board is in negotiations with a developer to redevelop the former Coast Guard pier and King Street property.

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

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

PRD REPORT

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

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

OLD BUSINESS None

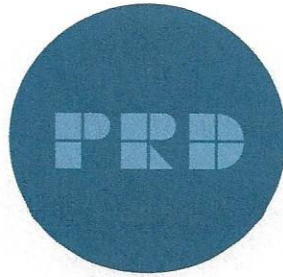
NEW BUSINESS

None

Adjournment

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

Meeting immediately following caucus meeting.



To: The Board Members of Gloucester Towne

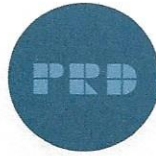
From: PRD Management, Inc.

Re: Materials for next Board Meeting

Date: February 21, 2022

On the following pages, attached, please find the current Management activity report for the property. Please let this serve as a reminder that the next **Board Meeting** will be on **Monday, February 28, 2022, at 6:30 pm in person.**

**Thank You,
Heather Ireland**



Activity Report for Gloucester Towne as of 02.16.2022

This month's board meeting will be held at 6:30 pm at Gloucester Towne.

Financial updates & Board Action Items:

The Property operates well, the expenses are in line with budget and the staff keeps units occupied.

Occupancy / Vacancy updates:

This property is 98 %* occupied as of this report.

Overview of Vacancies	2019	2020	2021	2022
# of Applicants on waitlist	159	58	121	109
Apartment Turnovers	11	14	11	05
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	N/A	02
*pending MI this month				

Two move-in scheduled for February. Both applicants are Gloucester City residents.

Special Claims: \$862.00 submitted for approval on 09.16.2021. No response as of yet from Pam Breitenbach at HUD regarding special claims submission .

Physical / Maintenance updates:

Inspections

- HUD REAC inspections: On October 18th 2021 we received 97c. . Next REAC will be scheduled in 2024/2025.
- Other annual inspections:
 - Gloucester City Housing And Building Annual Rental Registration Inspections. Building Inspectors are notifying management by Block/Lot numbers. Bedbugs & Pest Management
We have had 0 confirmed case of bedbugs in the past 6 months.

Large Maintenance Items Completed Last 6 months	Date	Cost
Boiler - Weil McLain HW Boiler Replacement Parts - sensor damaged from internal leak, boiler out of service	10.01.2021	\$3,290.00
Boiler - Replacement of Heat Exchange - under warranty	10.01.2021	\$3,198.20

Large Maintenance Items planned for the next 6 months	Target Date	Est Cost
Parking Lot - Coating & Striping	TBA	\$5,800.00
Front Security Entry Doors	TBA	\$20,585.00
Rear Security Entry Doors	TBA	\$19,150.00
228 Hudson Street - Exterior Stone Wall - Painting	TBA	\$7,500.00
459 North Filmore - garage roof replacement	TBD	\$3500

Other Maintenance Updates & Special Projects

1st Floor Front & Rear Lobby - Stripe Wallpaper & Paint - Date to be determined and when funds are available..

Security upgrades (board request) will be evaluated in early spring.

Resident Life and Activities:

Community Room is now open for tenant only use as of 2/11/2022. Facemasks are still required in all common areas.

FUTURE EVENTS:-all events are on hold until reinstated by PRD

GT FAVORITE RECIPES BOOK

Quarterly Birthday Party -2022 (when safe to do so)

BINGO-Prizes have been donated by Catholic Daughters

COVID-19 Updates: for year 2021-2022 current date

For the calendar year to date, there have been:

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

Notices have been delivered and posted at both entrances and on the office window , with the following instructions, Masks are required for ALL Residents & Guests regardless of vaccination status. 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.

Other / Misc. updates

None at the present time.