

November 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 September 26,2022 Meeting

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO	X	
KORMANN	X	
MCSWEENEY	X	
HAGAN		X
KAIN	X	
Michel	X	
WALSH	X	

Others Present- C. Wigginton, S. Mc Elhatton, S. Zaouali, J. Matteredo, S. Pollack, 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, R. Michel, - yes, P. Hagan, - A, C. Kain - yes, E. Walsh, - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Previous Executive 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, R. Michel, - yes, P. Hagan, - A, C. Kain - yes, E. Walsh, - yes, Motion passed.

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT:

Motion to accept Previous Treasure's Report: C. Kain - yes and seconded by E. Walsh. All those in favor, say aye.

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

ATTORNEY'S REPORT

Coast Guard Pier Redevelopment - still pending regarding Capodagli Property Company detailed drawings and plans for the development was not submitted for this meeting to address the property use only.

GCHA Management Agreement - PRD Management, Inc is currently in the first renewal option period will expire on October 31, 2022. No action was taken by either party the second renewal option period will take effect November 1, 2022 (11.01.2022 to 10.31.2022). The third and final option period will take effect from November 1, 2023(11.01.2023 to 10.31.2024).

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

Motion to accept Attorney's report: C. Kain - yes and seconded by P. Kormann. All those in favor, say aye.

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

PRD REPORT

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

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

OLD BUSINESS Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting. Continued discussion on safety and security for residents & staff.

NEW BUSINESS Gloucester City Community Development - installing a digital monitor for public information at Gloucester Towne. Continued discussion on safety and security for residents & staff. Steve Pollack with Bowley & Associates reviewed the Financial Statement as of June 30, 2022. S. Zaouali and J. Mattero with PRD reviewed the Budget and answered any questions.

Approved Resolution 22-09-44, Installation of City Digital Monitor at GCHA. **Motion to accept approved resolution:** E. Walsh - yes and seconded by R. Michel. All those in favor, say aye. Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, R. Michel, - yes, P. Hagan, - A, C. Kain - yes, E. Walsh, - yes, Motion passed.

Approved Resolution 22-09-45, Otis Elevator emergency repairs to Elevator #2. **Motion to accept approved resolution:** C. Kain - yes and seconded by R. Michel. All those in favor, say aye. Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, R. Michel, - yes, P. Hagan, - A, C. Kain - yes, E. Walsh, - yes, Motion passed.

Adjournment

Motion to adjourn, P. Hagan and seconded by P. Kormann. 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: November 28, 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, November 28, 2022, at 6:30 pm in person.**

**Thank You,
Heather Ireland**



Activity Report for Gloucester Towne as of 11.15.2022

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

Financial updates & Board Action Items:

PRD Management has received approval to withdraw funds from the R & R account to pay for the emergency elevator repairs.

2022 Rent Increase was approved for December 2022. New monthly contract rent for 1BRs - \$723 and 3 BR's - \$1,096

The property currently stays within the budget with no additional expenses except for emergencies.

Occupancy /Vacancy updates:

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

Overview of Vacancies	2019	2020	2021	2022
# of Applicants on waitlist	159	58	121	188
Apartment Turnovers	11	14	11	12
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	N/A	1
*pending MI this month				1

Special Claims: None at present.

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 cases of bedbugs in the past six months.

Large Maintenance Items Completed Last six months	Date	Cost
459 North Fillmore -Garage Roof Replacement	03.22.2022	3,460.00
228 Hudson Street - Exterior Stone Wall - Painting	04.29.2022	5,600.00
Parking Lot - Coating & Striping	09.20.2022	8,469.95

Large Maintenance Items planned for the next six months	Target Date	Est Cost
Security Guard Services	TBA	163,737.60
Front Security Entry Doors	TBA	\$20,585.00
Rear Security Entry Doors	TBA	\$19,150.00
Security Cameras - upgrade	TBA	86,600.00
Otis Elevator - Emergency repair Elevator #2	TBA	92,671.00

Other Maintenance Updates & Special Projects

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

Resident Life and Activities:

UNITED HEALTHCARE ENROLLMENT WITH MARK MURPHY 10/21/22 @1PM-8 residents

BINGO & ENROLLMENT- 10/28/22 @ 2 PM- WITH AMERIGROUP-canceled no one signed up

MEDICARE OPEN ENROLLMENT W/ HUGH McGUIRE 11/2/22 2 PM-canceled no one signed up

OEO-recertification sign ups- Nov 2 (5 residents)-Nov 4 (6 residents)-Nov 16

Hats and Glove collection for Cold springs school students Nov 30th

FUTURE EVENTS: -scheduled-

Toy Drive in conjunction with GC High School -Dec 5

Holiday decorating Nov 30- Dec 2

Holiday Bingo- Dec 16

Holiday Door Decorating contest- Dec 14th

Holiday breakfast- Dec 14 (if funds are available)

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

For the calendar year to date, there have been:

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

Other / Misc. updates

None