

April 24, 2023

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: 5:00
Meeting- immediately following caucus meeting.

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for the March 27, 2023 Meeting

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

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

Others Present- C. Wigginton, S. McElhatton, and L. Warner.

ACTION ON PREVIOUS MINUTES

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

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT:

Motion to accept Previous Treasure's Report: 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, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, G. Hillman, - yes, Motion passed.

ATTORNEY'S REPORT

Coast Guard Pier Redevelopment - The Land Use Approval by the Gloucester City Joint Land Use Board has been delayed by the State NJ waterfront permitting process. We will continue to monitor the progress and protect the interest of Gloucester Towne and residents.

Installation of City Digital Monitor - Digital Monitor installed in Community Room and has been completed.

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: G. Hillman - yes and seconded by P. Kormann. All those in favor, say aye.
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, G. Hillman, - yes, Motion passed.

PRD REPORT

Motion to accept PRD's report: G. Hillman - yes and seconded by P. Kormann. All those in favor, say aye.
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, G. Hillman, - yes, Motion passed.

OLD BUSINESS

Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting.

NEW BUSINESS

Continued discussion on safety and security for residents & staff.

Nominations for officers and elections.

Motion to approve elections for officers: P. Kormann - yes and seconded by R. Michel. All those in favor, say aye.

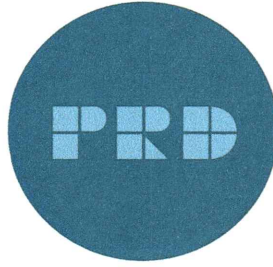
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, G. Hillman, - yes, Motion passed.

Approved Resolutions - 23-02-47, Closed Meeting, 23-03-48, GCHA Meeting Schedule, 23-03-49, Official Newspapers, 23-03-50, Official Bank - TD Bank.

Adjournment

Motion to adjourn, G. Hillman and seconded by C. Kain.
All those in favor say aye, answered unanimously. Motion passed.

Meeting immediately following caucus meeting.



To: The Board Members of Gloucester Towne

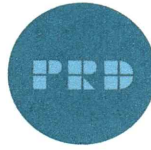
From: PRD Management, Inc.

Re: Materials for next Board Meeting

Date: April 21, 2023

Please find the current Management activity report for the property on the following pages attached. This serves as a reminder that the next **Board Meeting** will be in person on Monday, April 24, 2023, at 5:00 pm.

**Thank You,
Heather Ireland**



Activity Report for Gloucester Towne as of 04.14.2023

This month's board meeting will be held at 5:00 pm at Gloucester Towne.

Financial updates & Board Action Items:

234 Essex Street -Phil Kuntz from PDK Architects inspected the property. After his inspection, he reported that the property was in terrible condition and that rehabbing the house would be far too expensive.

A conference call with Phil, Dennis Crawford, Lisa, and Sue was scheduled to discuss the options:

- Rehab the existing home
- Demolish and rebuild
- Demolish and discuss with HUD the possibility of donating or selling the land. If the property were sold, would HUD allow the HA to amend the existing contract from 105 to 104 units?

Dennis Crawford agreed to have K & S Contractors out to inspect the property and give 2 estimates, one to rehab and the other to rebuild.

Sue will contact Pam Breitenbach at HUD to discuss the options.

The Gloucester City Housing Authority has started the process with Crawford Law Firm by submitting a lawsuit against the contractor's insurance company.

Fire Panel Update: No final report regarding the diagnosis in response to the Fire Alarm failure has been received. Making daily calls to Independent Alarm for any updates.

Occupancy /Vacancy updates:

This property is 100 % occupied in available units. 234 Street has been marked as an uninhabitable unit and taken offline (no subsidy will be received).

Overview of Vacancies	2021	2022	2023
# of Applicants on the waitlist	121	164	196
Apartment Turnovers	11	10	3
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	0

*pending MI this month	
------------------------	--

Special Claims: Submitted special claims for \$ 517.00, pending approval from Pam Breitenbach at HUD.

Physical / Maintenance updates:

Inspections

- HUD REAC inspection: On October 18th, 2021, we received 97c. The 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 two confirmed cases of bedbugs in the past six months.

Large Maintenance Items Completed in the Last six months	Date	Cost
Parking Lot - Coating & Striping	09/22/2022	\$ 8,469.95
Emergency Replacement Fire Panel	11/29/2022	\$ 4578.31

Large Maintenance Items planned for the next 6 months	Target Date	Est Cost
Front Security Entry Doors	TBA	\$20,585.00
Rear Security Entry Doors	TBA	\$19,150.00
Elevator #2 Replacement of Hydraulic Cylinder	TBA	\$ 92,671.00

Other Maintenance Updates & Special Projects

Resident Life and Activities:

Bingo & Hotdogs Every Wednesday Tenants association-22 residents attended

St PATS Tenants Association Meeting Party 3/17/23- 24 residents attended

Good Friday Tuna Hoagies- Tenants Association 4/07/23 @noon-28 residents attended

FUTURE EVENTS; -scheduled-

Tuesday morning Breakfast w/Tenant Assoc. Starts 3/18/23

Friday lunch service w/Tenants Assoc. Starts 3/21

5 PM Covid test distribution to scattered site homes- 4/14 & 4/17

Earth Day paint planter with flower 4/21/23 w/Rene

\$2.00 PIZZA BY THE SLICE MAY 3 AT 5PM

YARD SALE MAY 7TH

Camden County Road Show May 10 at 2pm

COVID-19 Updates: for the years 2021-2023 current date

For the calendar year to date, there have been:

- [19] COVID-19 cases reported by residents.
- [1] 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 strongly recommended for anyone who is not vaccinated.

Other / Misc. updates

None.