

May 22, 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 April 24, 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: G. Hillman - yes and seconded by C. Kain. All those in favor, say aye.

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

ACTION ON EXECUTIVE MINUTES:

Motion to accept Previous Executive Minutes: E. Walsh - yes and seconded by C. Kain. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - A, M. McSweeney - A, C. Kain, - yes, R. Michel, - A, 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 G. Hillman. All those in favor, say aye.

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

ATTORNEY' S REPORT

New Jersey DCA Financial Disclosure Statement - All Commissioners must file a Financial Disclosure Statement on the NJDCA website in accordance with the Local Government Ethics Law.

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 interests of Gloucester Towne and its residents.

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: E. Walsh - yes and seconded by G. Hillman. All those in favor, say aye.

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

PRD REPORT

Motion to accept PRD's report: E. Walsh - yes and seconded by G. Hillman. All those in favor, say aye.

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

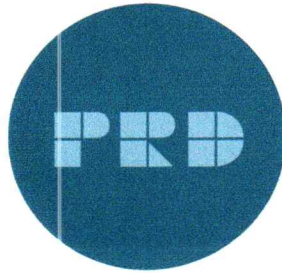
NEW BUSINESS

Continued discussion on safety and security for residents & staff.

Adjournment

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

Meeting immediately following caucus meeting.



To: The Board Members of Gloucester Towne

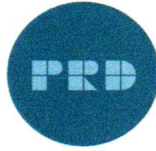
From: PRD Management, Inc.

Re: Materials for next Board Meeting

Date: May 19, 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, May 22, 2023, at 5:00 pm.

Thank You,
Heather Ireland



Activity Report for Gloucester Towne as of 05.15.2023

Monthly Board meetings will be held at 5:00 pm at Gloucester Towne.

Financial updates & Board Action Items:

2023-2024 Budget will be presented for board approval.

On April 21st, 2023, we met with Phil, K&S Restoration and Dennis Crawford. K & S Contractors has inspected the property. We received K&S repair estimates to remodel and are waiting for the tear down & rebuild..

Dennis Crawford Law has provided Gloucester City Housing Authority a Contingent Fee Agreement and should adopt a resolution authorizing the agreement. See attached

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

Fire Panel Update: We have asked to have the Fire Alarm panel be returned to us and find an authorized representative from Honeywell for a diagnosis of the failure panel.

Insurance Coverages for scattered sites

Management has received from Brown & Brown increased values for each property. Gloucester Towne is waiting on the additional premium expense.

Occupancy /Vacancy updates:

This property is 96.67 % 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	200
Apartment Turnovers	11	10	3
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	3
<i>*pending MI this month</i>			3

Special Claims: Approval received for special claims of \$ 517.00, will be paid on June 2023 HAP Voucher.

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: None

Resident Life and Activities:

Tuesday morning Breakfast w/Tenant Assoc. -Avg-15-20 residents

Friday lunch service w/Tenants Assoc-Avg 15-20 residents

Epiphany Church sing along & bible verse May 6 Avg 9

Bingo & (revolving menu) Every Wednesday w/ Tenants association- Avg 25 residents Camden County Road Show May 10 at 2pm-18 tenants attended.

FUTURE EVENTS; -scheduled-

Movie Night May 24

YARD SALE JULY 15

Xfinity Essentials-Comcast seminar regarding the senior program. June 21

Christmas in July Party 7/26

Other / Misc. updates

None.