

September 25, 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 August 28, 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, D. Yorkman and L. Warner.

ACTION ON PREVIOUS MINUTES

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

Roll Call: C. Pacifico - A, 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 - Gloucester City Joint Planning/Zoning Board approved construction of two apartment buildings with a total of 364 apartments units, retail space and a waterfront restaurant.

Gloucester City Redevelopment Plan - Gloucester City Planning/Zoning Board approved the proposed redevelopment zone on July 26, 2023, to pursue aesthetic improvement, funding, and attraction of developers.

New Jersey Department of Community Affairs Budget Review - on July 26, 2023, a representative from DCA notified Management and Commissioner Kormann of various deficiencies on the 2023/24 budget submission in writing. Management has indicated they are working with DCA to address the issues raised by them.

GCHA Guest & Visitor Policy - the Visitor and Guest policy was approved by the Board at the June meeting and was provided to the resident's association and posted for 30 days. This was adopted and added to every Gloucester Towne Tenant's lease.

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

Motion to accept Attorney's report: R. Michel - yes and seconded by E. Walsh. All those in favor, say aye.

Roll Call: C. Pacifico - A, 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: P. Kormann - yes and seconded by E. Walsh. All those in favor, say aye.

Roll Call: C. Pacifico - A, 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

Approved PRD Management for permission to proceed with the demolition of 234 Essex Street provided HUD approves in writing and agrees to amend the HAP contract, Resolution 23-08-54.

Approved Visitor/Guest Policy to be effective September 1, 2023, Resolution 23-08-55.

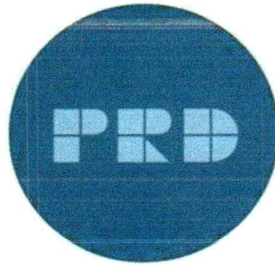
Approved to amend Budget for the July 1, 2023, to June 30, 2024, fiscal year. DCA reduced the budget under security. Resolution 23-08-56.

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

Adjournment

Motion to adjourn, R. Michel 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: September 22, 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, September 25, 2023, at 5:00 pm.

Thank You,
Heather Ireland



Activity Report for Gloucester Towne as of 09.20.2023

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

Financial updates & Board Action Items:

234 Essex Street - HUD is still reviewing our request to demolish 234 Essex St, sell the lot and place proceeds into the R & R account.

Crawford Law - Dennis is in the process working on the property and financial damage claim.

Insurance Coverages for Scattered Sites

Brown & Brown - slip and fall claim for 335 Hudson Street our adjuster has advised that the claim is still open, and he has yet to receive any demand from the claimant counsel to date. Stephanie from Brown & Brown reached out to USLI (the quoted carrier and they advised that they are still interested, but they need to await the loss details and full claim information to proceed.

Occupancy /Vacancy updates:

This property is 97.78 % 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	9
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	2
*pending MI this month			1

Special Claims: None at the present time.

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 notify management by Block/Lot numbers.
 - Bedbugs & Pest Management:
We have had three confirmed cases of bedbugs in the past six months. Our exterminator sprays 3 visits per confirmed case and the cost is \$375.00 per.

Large Maintenance Items Completed in the Last six months	Date	Cost
None		

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
New Domestic Water Pump	TBA	\$26,667.00

Other Maintenance Updates & Special Projects: None

Resident Life and Activities:

RECURRING EVENTS HELD MONTHLY

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 Sept. 2 - Avg 10 residents
 Bingo & (revolving menu) Every Wednesday w/ Tenants association- Avg 25 residents

VARIOUS EVENTS HELD

Tenant BBQ Sept 8- 20 residents
 BINGO W/ V CARE assisted living program in your own home- SEPT. 20 4 residents
 YARD SALE JULY 15 - was a success- 20 tables with many tenants involved
 Medicare/ Medicaid Awareness Seminar Sept 15 @ 9:30 am- 18 residents

FUTURE EVENTS: -scheduled-

Movie Night AVATAR -SEPT 21
 TENANT MEETING - VISITOR GUEST POLICY (GCPD/PRD/CW)
 MEDICARE OPEN ENROLLMENT SEMINAR
 Camden County Health -Covid Bivalent clinic October 11
 XFINITY- TABLE DAY IN LOBBY OCT6
 FALL CRAFT
 DECEMBER HOLIDAY CRAFT

Other / Misc. updates None.