

November 27, 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 September 25, 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 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.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Previous Executive Minutes: R. Michel - yes and seconded by M. McSweeney. 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: G. Hillman - 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

2022 - 2023 Gloucester City Housing Authority Audit - Opinion letter was completed and forwarded to Joseph W. Bowley who is conducting the federally required audit for the preceding fiscal year.

New Jersey Department of Community Affairs Budget Review - Revised budget was submitted by Management and waiting for approval.

GCHA Guest & Visitor Policy - approved by the Board has been adopted and in effect. Management in the process of incorporating this policy into Gloucester Towne tenant leases.

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 - 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: R. Michel - yes and seconded by E. Walsh. 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.

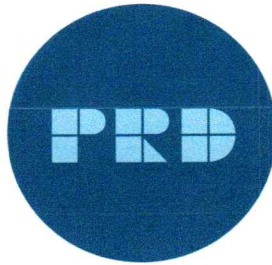
NEW BUSINESS

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

Adjournment

Motion to adjourn, R. Michel and seconded by G. Hillman.
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 24, 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, November 27, 2023, at 5:00 pm.

Thank You,
Heather Ireland



Activity Report for Gloucester Towne as of 11.20.2023

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 making progress with the property and financial damage claim negotiation.

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, still gathering information that is not litigated at this time.

Occupancy /Vacancy updates:

This property is 100.00 % 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	195
Apartment Turnovers	11	10	9
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	0
<i>*pending MI this month</i>			

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 and they will require Lead Safe Certificate & Report with the 2024 Rental Inspections for dwellings constructed before 1978. Building Inspectors notify management by Block/Lot numbers.
 - Radon Testing - 459 Filmore Street and 322 Powell Street.
 - Bedbugs & Pest Management:

We have had three confirmed cases of bedbugs in the past six months. Our exterminator sprays three visits per confirmed case and the cost is \$375.00 per.

Large Maintenance Items Completed in the Last six months	Date	Cost
New Domestic Water Pump	10/12/2023	\$26,667.00

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

Other Maintenance Updates & Special Projects: None

Resident Life and Activities:

RECURRING EVENTS HELD MONTHLY

Tuesday morning Breakfast w/Tenant Assoc. -Avg-15-20 residents- Kitchen will be closed DEC.
Friday lunch service w/Tenants Assoc-Avg 15-20 residents -Kitchen will be closed DEC.
First Friday of each month- Communion with St. Mary's Church-Avg. 6 residents
Epiphany Church sing along & bible verse first Saturday of each month - Avg 14 residents
Bingo & (revolving menu) Every Wednesday w/ Tenants association- Avg 25 residents
Every Friday Night-Game Night 6:30 pm -14 residents attend (Pokeno-ShuffleBoard-Cards)

VARIOUS EVENTS HELD

Movie Night Oct 26 -16residents attended
XFINITY- TABLE DAY IN LOBBY OCT6-Moved to the community rm-32 residents

MEDICARE OPEN ENROLLMENT SEMINAR - OCT 20 and OCT 25-approx. 25 residents attended
Camden County Health -Covid Bivalent clinic -NOV 1- 18 residents attended
GC Community service collections- Toys for GC needy children's Christmas With the GHS
Non Perishable food Collection with the GMS
Hats & Gloves for Cold Springs
Socks and new or Gently used sneakers for GMS

FUTURE EVENTS; -scheduled

Golden Age Community Services free Thanksgiving Dinner Delivery -26 residents signed up
Grocery Store Bingo with HOLT Industries Nov 29, 2023 1:00 PM
Tenants Association FREE Thanksgiving Turkey Dinner Nov 30
Cakes sale/yard sale-tenants association Dec 9th
Holiday Breakfast Dec 15th
TENANT MEETING - VISITOR GUEST POLICY (GCPD/PRD/CW)
DECEMBER HOLIDAY CRAFT-tbd -snowman
Tenant Meeting Jan TBD

Other / Misc. updates None.