

January 22, 2024

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 November 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: P. Kormann - yes and seconded by G. Hillman. All those in favor, say aye.

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

ACTION ON EXECUTIVE MINUTES:

Motion to accept Previous Executive Minutes: P. Kormann - yes and seconded by G. Hillman. All those in favor, say aye.

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

COMMUNICATIONS: None

BILLS- None

TREASURER' S REPORT:

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

ATTORNEY' S REPORT

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

PRD REPORT

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

Caucus Meeting - twenty-nine (29) tenants came to discuss security, safety, and pest control.

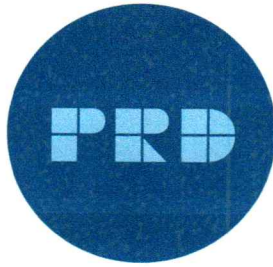
Continued discussion on safety and security for tenants & staff.
Meeting with ESS - Electronic Security Solutions to discuss security options with the interior and exterior of the building.

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

Adjournment

Motion to adjourn, M. McSweeney 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

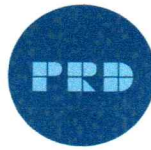
From: PRD Management, Inc.

Re: Materials for next Board Meeting

Date: January 19, 2024

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, January 22, 2024, at 5:00 pm.

Thank You,
Heather Ireland



Activity Report for Gloucester Towne as of 01.11.2024

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

Financial updates & Board Action Items:

The Audit will be present to the board for approval during the January 22nd board meeting

234 Essex Street - HUD is still reviewing our request. A conference call with HUD is tentatively scheduled for January 24 at 10:00 AM.

Crawford Law- Dennis has provided us with a settlement, \$181,939.87 for 234 Essex Street for the financial damage claim. We are waiting for the check to GCHA to be processed. The total settlement amount is \$242,586.49. This amount is being paid out by the homeowner Dennis Crawford's fee is \$60,646.62 - 25%). The settlement is being paid by 230 Essex Street's homeowners insurance company.

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, they are still working on their investigation.

Electronic Security Solutions (ESS) will be doing a presentation on Gloucester Towne Access Control Replacement. This system will enhance the overall security of the property.

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	2022	2023	2024
# of Applicants on the waitlist	164	195	227
Apartment Turnovers	10	9	0
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	2
*pending MI this month			

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

Lunch service Monday Tuesday and Friday w/Tenants Assoc-Avg 15-20 residents
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 & \$2.00 Hotdogs 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

Holiday Caroling with the GC Community All Church choir- Dec 16-27 residents attended

Holiday Pancake Breakfast Sponsored by GCHA- Staff - Dec 18 -45 residents attended

FUTURE EVENTS; -scheduled

Girl Scout Cookie Table in the lobby- Jan/Feb 2024

Winter craft with Rene Purcell

TENANT MEETING - VISITOR GUEST POLICY (GCPD/PRD/CW)

Tenant Meeting Jan TBD

Other / Misc. updates None.