

**June 24, 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 April 22, 2024 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 E. Walsh. 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 - yes, G. Hillman, - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

**Motion to accept Previous Executive Minutes:** P. Kormann - 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, - 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 - yes, M. McSweeney - yes, C. Kain, - yes, R. Michel, - A, E. Walsh - yes, G. Hillman, - yes, Motion passed.

### **ATTORNEY'S REPORT**

**Motion to accept Attorney's report:** G. Hillman - 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, - A, E. Walsh - yes, G. Hillman, - yes, Motion passed.

### **PRD REPORT**

**Motion to accept PRD's report:** G. Hillman - 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, - 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 tenants & staff.

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

Security Committee - Board of Commissioners who will serve on the security committee for GCHA. C. Pacifico, P. Kain and G. Hillman.

### **Adjournment**

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

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**Meeting immediately following caucus meeting.**



## Activity Report for Gloucester Towne as of 06.19.2024

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

### Financial updates & Board Action Items:

234 Essex Street - HUD, Natasha Saxon has given us verbal permission to look into selling the house and purchasing another house. HUD refuses to allow GCHA to reduce the affordable housing inventory. There has been one inquiry from a person interested in purchasing the property.

**2024-2025 Budget** - Budget Committee has reviewed and approved property budget. GCHA Board Commissioners have approved via email.

**Insurance Claim** - 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.

### **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).

<b>Overview of Vacancies</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
# of Applicants on the waitlist	<b>164</b>	<b>195</b>	<b>176</b>
Apartment Turnovers	<b>10</b>	<b>9</b>	<b>4</b>
Currently Vacant Units (Rented but still awaiting move-in)	<b>N/A</b>	<b>N/A</b>	<b>0</b>
*pending MI this month			

**Special Claims: None at the present time.**

**Physical / Maintenance updates:**

**Inspections**

- Security Assessment - Management reached out to 4 companies for proposals to provide a scope of work to improve security. Only 2 responded. Kolins Security, \$9000 and a verbal quote from Knoll Security \$12,000-\$15,000 and no response from Omega Security. Management met with the committee and Charlie Kain will attempt to contact another company for a proposal. In the meantime Lisa is working on compiling a list of areas that are a security concern.
- 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 will require a 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 had no cases within the last six months.

Large Maintenance Items Completed in the Last six months	Date	Cost

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 20-25 residents
- First Friday of each month- Communion with St. Mary's Church-Avg. 10 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

5/26/24 RESIDENT ASSOCIATION BBQ- 32 ATTENDED

5/30/24 ROTARY CLUB SPONSORED SOCK HOP DINNER DANCE -34 ATTENDED PLUS 12  
ROTARY CLUB MEMBER

#### FUTURE EVENTS; -scheduled

6/16/24- FATHERS DAY RESIDENT LUNCH

6/26/24 WELLPOINT INS. SEMINAR & BINGO

7/10/24 US SENIOR SERVICES-LIFE INSURANCE SEMINAR

7/24/24 TRINITY HEALTH-PACE PROGRAM SEMINAR

9/10/24 CASINO BUS TRIP

9/2024 -ANNIVERSARY LUNCHEON

Other / Misc. updates None.