

February 24, 2025

**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 January 27, 2025 Meeting

CALLED TO ORDER AT: Michael McSweeney, Vice Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO		X
MCSWEENEY	X	
HILLMAN	X	
KAIN	X	
Michel	X	
WALSH	X	
MURPHY	X	

Others Present- C. Wigginton, S. McElhatton, and L. Warner.

ACTION ON PREVIOUS MINUTES

**Motion to accept Previous Minutes:** R. Michel - yes and seconded by E. Walsh. All those in favor, say aye.

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

ACTION ON EXECUTIVE MINUTES:

**Motion to accept Executive Minutes:** E. Walsh - yes and seconded by R. Michel. All those in favor, say aye.

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

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT:

**Motion to accept Previous Treasure's Report:** E. Walsh - yes and seconded by J. Murphy. All those in favor, say aye.

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

**MOTION TOO GO INTO EXECUTIVE SESSION**

R. Michel and seconded by E. Walsh.

**ATTORNEY'S REPORT**

**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, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

**PRD REPORT**

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

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

**OLD 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.

**NEW BUSINESS**

Continued discussion on safety and security for tenants & staff.

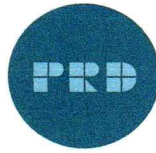
Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting.

**Adjournment**

Motion to adjourn, R. Michel and seconded by E. Walsh. 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 02.18.2025

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

### Financial updates & Board Action Items:

234 Essex Street—Management received the conditional approval letter from HUD and forwarded it to Chuck Wigginton. Management then contacted Ricco, the demolition company, to proceed with the demolition.

Insurance Claim—Brown & Brown's slip-and-fall claim for 335 Hudson Street is still in litigation, and it can take until April 2025, which is two years from the date of the open claim.

Novogradac & Company LLC will present the Financial Audit for the year ending June 2024.

TRA from George Sabol will be present to review his assessment recommendations.

### Occupancy /Vacancy updates:

This property is 97.80% occupied in available units. 234 Street has been marked as an uninhabitable unit and taken offline (no subsidy will be received).

Overview of Vacancies	2023	2024	2025
# of Applicants on the waitlist	195	187	186
Apartment Turnovers	9	9	1
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	3
*pending MI this next month			3

**Special Claims: None at present.**

**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's Annual Rental Registration Inspections for the 91 units have been completed for 2024. We have received a Lead-Safe Certificate and Report for all the scattered sites, which will be completed every two years. The next scheduled inspections will be in 2026.
  - Bedbugs & Pest Management:  
We had (1) one case within the last six months.

Large Maintenance Items Completed in the Last six months	Date	Cost

Large Maintenance Items planned for the next six months	Target Date	Est Cost
Front Security Entry Doors	TBA	\$20,585.00
Rear Security Entry Doors	TBA	\$19,150.00
Emergency Generator repairs		\$10,800

**Other Maintenance Updates & Special Projects: None**

- Property staff keep spending within the budget and spend only what is necessary to keep the property running smoothly.

## **Resident Life and Activities:**

### **RECURRING EVENTS HELD MONTHLY**

- First Friday of each month- Communion with St. Mary's Church-Avg. 10 residents
- Epiphany Church sings along & bible verses on the first Saturday of each month - Avg 12 residents.
- Every Tuesday, Thursday, Friday & Saturday Night-Game Night 6:30 pm -14 residents attend (Pokeno-ShuffleBoard-Cards or Right-Left-Center)
- BINGO -Wednesday nights at 6 pm-25 residents
- Dinner at 5 pm on Wednesdays and Lunch on Fridays -20-30 residents attend

### **VARIOUS EVENTS HELD**

- EAGLES PEP RALLY- Feb. 7th: 35 residents attended
- Recover in-home Physical Therapy group meeting 2/21/25

### **FUTURE EVENTS; -scheduled**

- Monday Movie Night -Wicked- March 3
- GAME DAY With March 19
- I'm OK- A floor captain's meeting will be held to review procedures and discuss issues. TBD
- Caption Call March 14
- Camden County Board of Social Services Assistance Programs Meeting-March 21
- Tenant Meeting-discussion topic & date TBD

**Other / Misc. updates** \_\_\_ None.