

March 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 February 24, 2025 Meeting

CALLED TO ORDER AT: Charles Pacifico, 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 - yes, 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 - yes, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

COMMUNICATIONS:

Received and went over import parts of the June 2024 Financial Statements with the Independent Auditors.

BILLS- None

TREASURER'S REPORT:

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

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 - yes, 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: M. McSweeney - yes and seconded by R. Michel. All those in favor, say aye.
Roll Call: C. Pacifico - yes, 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

Representatives of (TRA) Transportation Resources Associates, Inc. Gave a presentation for the Threat, Risk and Security Evaluation of Gloucester Towne.

Jennifer Murphy, (Mayoral Appointment) Commissioner was reappointed for five years ending February 28, 2030. Mrs. Murphy was sworn in at the February 24th, 2025, meeting of the Board of Commissioners.

Resolution: 25-02-69

Roseann Michel, Commissioner was reappointed for five years ending February 28, 2030. Ms. Michel was sworn in at the February 24th, 2025, meeting of the Board of Commissioners

Resolution: 25-02-70

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.

MOTION TOO GO INTO EXECUTIVE SESSION

R. Michel and seconded by E. Walsh.

Adjournment

Motion to adjourn, R. Michel and seconded by M. McSweeney.
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: March 21, 2025

Please find the current Management activity report for the property on the following pages. This serves as a reminder that the next **Board Meeting** will be in person on Monday, March 24 ,2025 at 5:00 p.m.

Thank You,
Heather Ireland



Activity Report for Gloucester Towne as of 03.18.2025

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

Financial updates & Board Action Items:

234 Essex Street— Ricco, the demolition company, has completed removing the house.

Insurance Claim— 335 Hudson Street resident Stacy Johnson has filed a civil action complaint against the Gloucester City Housing Authority. The complaint has been sent to both Brown & Brown and Connerstrong.

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	187
Apartment Turnovers	9	9	7
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	3
*pending MI this next month			3

Special Claims: submitted claim in the amount of \$130.00

Physical / Maintenance updates:

Inspections

- HUD REAC inspection: We received 97c on October 18th, 2021. The next REAC will be scheduled for 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. 4 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

- Recover in-home Physical Therapy group meeting 2/21/25-11 resident attended
- Ham & Cabbage Dinner March 17 34 residents are signed up
- Fraud Presentation with FBI, PA division, Camden County prosecutors office, and GCPD March 19 at 2 pm
- Movie Night -Wicked- March 25 @ 6 pm

FUTURE EVENTS; -scheduled

- GAME DAY- Mar 28, 2025 at 1:00
- I'm OK- A floor captain's meeting will be held to review procedures and discuss issues. TBD
- April 16-whole life insurance Presentation with Lincoln Heritage
- Caption Call April 25
- Camden County Board of Social Services Assistance Programs Meeting-March 21
- Tenant Meeting-discussion topic & date TBD

Other / Misc. updates None.