

June 23rd, 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 April 28th, 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, Darryl Yorkman and L. Warner.

ACTION ON PREVIOUS MINUTES

Motion to accept Previous Minutes: C. Kain - 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 - A, J. Murphy, - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Executive Minutes: 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 - A, J. Murphy, - yes, Motion passed.

COMMUNICATIONS:

None

BILLS- None

TREASURER'S REPORT:

Motion to accept Previous Treasure's Report: C. Kain - yes and seconded by M. McSweeney. 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 - A, J. Murphy, - yes, Motion passed.

ATTORNEY'S REPORT

Motion to accept Attorney's report: C. Kain - yes and seconded by J. Murphy. 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 - A, J. Murphy, - yes, Motion passed.

PRD REPORT

Motion to accept PRD's report: R. Michel - yes and seconded by C. Kain. 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 - A, 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

The new Budget was discussed in Brief. Darryl went over changes.

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 M. McSweeney.

MOTION TOO COME OUT OF EXECUTIVE SESSION

M. McSweeney and seconded by R. Michel.

Adjournment

Motion to adjourn, R. Michel and seconded by M. McSweeney.
All those in favor say yes, answered unanimously. Motion passed.

Meeting immediately following caucus meeting.



Activity Report for Gloucester Towne as of 06.16.2025

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

Financial updates & Board Action Items:

234 Essex Street. Update: Gloucester City is still reviewing the conveyance of 34 North King Street to GCHA.

Insurance Claim—Stacy Johnson, a resident of 335 Hudson Street, has filed a civil action complaint against the Gloucester City Housing Authority. Legal counsel from Brown & Brown reached out to us on May 22, 2025, and Elizabeth O’Connell from Zarwin Baum requested that GCHA provide documents and information related to the civil action complaint.

Occupancy /Vacancy updates:

This property is 96.70% occupied in available units. 234 Essex Street has been designated 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	196
Apartment Turnovers	9	9	7
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	4
*pending MI this next month			4

Pending move-ins: Apt. 316 - TBA July 2025

Apt. 315, Apt. 217 and Apt. 318 - pending

Waiting on R&R request to move forward with vacant units.

Special Claims: submitted claim in the amount of \$131.00, this claim was approved by HUD and will be on the July 2025 HAP Voucher.

Physical / Maintenance updates:

Inspections

- **HUD REAC inspection:** We received a 97 on October 18, 2021. The next REAC will be scheduled for 2024/2025.
- **The HUD REAC/NSPIRE** Inspection was scheduled for June 18, 2025. We requested a re-inspection date due to financial hardship related to the property manager and maintenance supervisor, who have vacations planned. According to HUD, there is currently no rescheduled date for Gloucester Towne in the TAC system.
- Other Annual Inspections:
 - Gloucester City Housing and Building's Annual Rental Registration Inspections for the 91 units have been completed for 2024. We have obtained a Lead-Safe Certificate and Report for all the scattered sites, which will be renewed every two years. The next scheduled inspections will take place in 2026.
 - Infrared inspection was completed on April 17, 2025, for the building. The infrared scan was routine.
 - Bedbugs & Pest Management: None

Large Maintenance Items Completed in the Last Six Months	Date	Cost
Emergency Generator Repairs	03.31.2025	3,745.56

Large Maintenance Items planned for the next six months	Target Date	Est Cost
Front & Rear Security Entry Doors	TBA	\$40,000.00
Fencing, Updated Access Gates and Fob System	TBA	\$15,000.00
Perimeter Lighting	TBA	\$7,000.00

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. 7 residents
- Epiphany Church sings along and shares Bible verses on the first Saturday of each month, averaging 12 residents.
- Every Tuesday, Thursday, Friday & Saturday Night- Game Night 6:30 pm -12 residents attend (Pokeno-ShuffleBoard-Cards or Right-Left-Center)
- BINGO -Wednesday nights at 6 pm-15 residents.

VARIOUS EVENTS HELD

- NOTE -The Tenants Association will be closing the kitchen for the summer.
- Caption Call April 25- 8 residents attended.
- Camden County Road Show-Star Band, May 7- 9, for residents
- WellCare-BINGO, May 14 - 11 residents attended.
- Farmers Market QR code meeting- May 28-9 residents
- ANCHOR 2022/2023/2024 application meetings held by floor 5/16-6/11-58 residents.
- SNAP application meeting with Food Bank of SJ- 12 residents.

FUTURE EVENTS: -scheduled.

- St. John of God Mobile Food Pantry June 18th, 10 am- noon
- Alex's Lemonade Stand Childhood Cancer fundraiser- June 18th.