



# **The Housing Authority of Gloucester County**

REGULAR BOARD MEETING

DECEMBER 17, 2025

A Regular Meeting of the Housing Authority of Gloucester County was held at the Joseph A. Reed Board Room located at 100 Pop Moylan Blvd., Deptford, NJ 08096, on Wednesday, December 17, 2025 beginning at 4:30 P.M.

## **ROLL CALL:**

**The Secretary (Kimberly Gober) called the roll and the following answered "aye":**

- ✓ Chairman William W. Bain, Jr.
- ✓ 2<sup>nd</sup> Vice Chairman Brenden Garozzo
- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Daniel Reed

**And the following were absent:**

- ✓ 1st Vice Chairman John Giovannitti

**The Secretary notified the Solicitor that a quorum is present.**

**Also in attendance were:**

- ✓ James Pierson, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Jeffrey Daniels, Esq., Deputy Executive Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Dana Trasferini, Administrative Specialist
- ✓ John Rasmus, Property & Modernization Manager
- ✓ Grace Turchi, Finance Director
- ✓ Christine Moore, Public

## **SOLICITOR:**

The Solicitor stated, "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Regular Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, and a copy of which has been posted publicly in accordance with the law."



## **PUBLIC PORTION:**

Agenda items only.

### **MOTION TO OPEN PUBLIC PORTION:**

MOTION: Commissioner Scott Kintzing

SECOND: Commissioner Daniel Reed

ALL IN FAVOR

Public present, no comments.

### **MOTION TO CLOSE PUBLIC PORTION:**

MOTION: Commissioner Scott Kintzing

SECOND: Commissioner Daniel Reed

ALL IN FAVOR

## **EXECUTIVE DIRECTOR REPORT:**

- E.D. Gober discusses the Tenant Based Rental Assistance Agreement between HAGC & the County of Gloucester, RES# 25-119 asks the Board to consider authorizing the execution of the amended shared services agreement between HAGC & The County of Gloucester regarding the management & administration of the tenant based rental assistance (TBRA) program. As previously discussed, and approved by the Board, HAGC has been covering the payments for this program since September 2025, which supports ten households.
- E.D. Gober indicates that HAGC provided notice to the Section 8 HCV Program Landlords indicating that there was an unexpected delay in the release of Section 8 HCV funding for the month of December 2025. Specifically, that the U.S. Department of Housing and Urban Development (HUD) had not yet issued the scheduled disbursement needed for HAGC to issue December Housing Assistance Payments (HAP) and that once funds were received all December payments would be issued immediately. HAGC received shortfall funding from Round 6 on 12/8/2025 and payments were issued or mailed the same date. HAGC expects to receive additional shortfall funds from HUD. Finance Director Grace Turchi indicates she was notified by HUD that HAGC would receive notification indicating the start of Round 7 shortfall funding and submit HAGC's request at that time.
- E.D. Gober discusses the importance of having a Federal Appropriations Bill in advance of the upcoming year. The federal government is currently funded through January 30, 2026, under a continuing resolution, but the full appropriations bill is still not close to completion. In general, Housing Authorities are to be notified of their funding 60 days after the federal appropriations bill is passed. For 2025, HAGC was notified halfway through the funded year the funding for the HCV Program which makes it difficult to operate properly, 2026 seems to be on the same trajectory. E.D. Gober adds HUD recouping HAGC's reserves in 2024, attributed to HAGC's shortfall status.
- E.D. Gober indicates the audit exit conference for Shepherd's Farm was completed, once the final audit is received it will be distributed to the Board; all is in order. HAGC will be entering into actuarial services for yearend for the Other Post Employment Benefits Expense, needed for closing entries.
- E.D. Gober indicates that GCHDC met and discussed a refinance for the NESH Building placed in service in 1997, the building is in need of a new roof. GCHDC formed a committee to work with the roofing consultant.
- D.E.D. Daniels discusses a recent HUD notice regarding the "One Strike" Policy included in Board packets.
- E.D. Gober highlights that HUD has not issued guidance on the cash management requirements that are to be effective 1/1/2026, the industry groups are drafting a letter to HUD to request this requirement be delayed.
- E.D. Gober recognizes and thanks the AHO department and staff's snow removal efforts at all HAGC managed/owned properties.

### **NO COMMENTS OR CONCERNS FROM THE COMMISSIONERS**

## **AGENDA:**

- A. Review and Action of Minutes – NOVEMBER 2025
- B. Review and Action of Closed Session Minutes – OCTOBER 2025
- C. Review and Action of Closed Session Minutes – NOVEMBER 2025
- D. Consider Approval of HAGC Interim Bill List, 25-12 Sections A, B, C, D
- E. Consider Ratification of Interim Bill List, 25-12 Sections A, B, C and Acknowledgment of Sections D, E
- F. Consider Approval of HAGC Bill List, 25-12 Sections E, F, G, H, I
- G. Consider Ratification of Bill List, 25-12 Sections A, B, C, D, E, F, and Acknowledgment of Sections G, H, I, J

## **RESOLUTIONS**

<b><u>25-108</u></b>	<b>CONSIDER RESOLUTION ADOPTING BUDGET FY2026 MOTION: Commissioner Daniel Reed SECOND: 2nd Vice Chairman Brenden Garozzo ROLL CALL VOTE</b>
<b><u>25-109</u></b>	<b>CONSIDER RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)</b>
<b><u>25-110</u></b>	<b>CONSIDER RESOLUTION APPOINTING A FUND COMMISSIONER FOR THE JIF INSURANCE FUND</b>
<b><u>25-111</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR CAPITAL NEEDS ASSESSMENT – RFP #25-002</b>
<b><u>25-112</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING CONTRACTS FOR PRIMARY AND SECONDARY LEGAL SERVICES FY26 – RFP #25-004</b>
<b><u>25-113</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR AUDIT SERVICES FYE 2025 – RFP #25-005</b>
<b><u>25-114</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR HOUSING DEVELOPMENT CONSULTANT SERVICES FY26 - RFP #25-006</b>
<b><u>25-115</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING CONTINUED PARTICIPATION VARIOUS SERVICES COMMISSION COOPERATIVE PRICING SYSTEMS FY2026</b>
<b><u>25-116</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING CONTRACT FOR REMOVAL AND INSTALLATION OF PIPE FEEDING BOILER ROOM – CARINO PARK</b>
<b><u>25-117</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING CONTRACT FOR DEMOLITION AND INSTALLATION OF NEW CONCRETE WALKWAY AND SMOKING AREA PAD – DEPTFORD PARK</b>
<b><u>25-118</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING CONTRACT FOR BOOSTER PUMP SYSTEM AND CONNECTIONS – DEPTFORD PARK</b>
<b><u>25-119</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING THE EXECUTION OF THE AMENDED SHARED SERVICES AGREEMENT BETWEEN HAGC &amp; THE COUNTY OF GLOUCESTER REGARDING THE MANAGEMENT &amp; ADMINISTRATION OF THE TENANT BASED RENTAL ASSISTANCE (TBRA) PROGRAM</b>
<b><u>25-120</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING UPDATE TO INFORMATION TECHNOLOGY MANUAL</b>
<b><u>25-121</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - <b>TABLED</b></b>

### **MOTION TO APPROVE AGENDA AND RESOLUTIONS 25-109 THROUGH 25-120:**

MOTION: Commissioner Daniel Reed  
SECOND: 2<sup>nd</sup> Vice Chairman Brenden Garozzo  
ALL IN FAVOR

## **PUBLIC PORTION:**

### **MOTION TO OPEN PUBLIC PORTION:**

MOTION: Commissioner Daniel Reed  
SECOND: 2<sup>nd</sup> Vice Chairman Brenden Garozzo  
ALL IN FAVOR

Public present, no comments.

### **MOTION TO CLOSE PUBLIC PORTION:**

MOTION: Commissioner Daniel Reed  
SECOND: Commissioner Scott Kintzing  
ALL IN FAVOR

**ADJOURNMENT:**

**MOTION TO ADJOURN:**

MOTION: Commissioner Daniel Reed

SECOND: 2<sup>nd</sup> Vice Chairman Brenden Garozzo

ALL IN FAVOR

**Respectfully submitted,**



**Kimberly Gober, Secretary**

**Dated: December 17, 2025**