

**Minutes of  
Housing Authority of the City of College Park  
Regular Monthly Meeting  
February 22, 2018**

**Present:** Chairperson, John Moore; Vice Chairperson; Commissioners, Robert Catlin, Thelma Lomax and Carl Patterson; Executive Director, James Simpson; Guests, Andrew Fellows, Jelena Srebric, University of Maryland; Residents of Attick Towers

**I. Roll Call:**

Mr. Moore opened the meeting at 2:05 p.m. All Commissioners were present except for Betty Rodenhausen, Vice Chairperson.

**II. Comments-Resident Council:**

None. There were no resident council officers present.

**III. Comments-Tenants and General Public:**

A resident inquired about the pedestrian crossing at Rhode Island Ave. Mr. Simpson stated there has been no new information. Mr. Catlin discussed the pedestrian refuge plan and stated he will inquire about bringing a copy to the next meeting. The resident noted the NFB Council (National Federation of Blind) is very concerned about this matter.

**IV. Presentation by Andrew Fellows, University of Maryland re: collaborative effort between CPHA and the University of Maryland:**

Mr. Fellows stated it is great to be here. He discussed various issues he is working on to help get the University of Maryland more engaged off campus, i.e., sustainability areas and resilience, producing energy bills, heating cost, project called smart city, new technology, and dash board data system. Mr. Fellows introduced Ms. Srebric to further discuss the dash board data system.

Ms. Srebric discussed various issues concerning the dash board data system, i.e. worked with University of Maryland facility management to monitor utility bills, meter data, data claiming by students, recommendations for renovation projects, CO2 foot prints, collect occupancy rates, 24/7 monitoring of facilities, state grant and loans offered based on data results, system assessable through cell phones, usage of infrared cameras, and currently monitoring CO2 levels in dorms.

Mr. Simpson discussed the HUD required assessment of energy, as well as repairs for housing authorities.

**V. Chairman's Report:**

None.

**VI. Agenda Changes:**

None.

**VII. Review and Approval of Financial Report:**

The Board reviewed/discussed the financial report and bank statements. A motion was made by Mr. Patterson and seconded by Mr. Catlin to approve the financial report, as submitted. Robert Catlin, Thelma Lomax, and Carl Patterson voted for the motion. The motion was unanimously approved by a vote of 3-0.

**VIII. Decision & Approval of Minutes from Regular Monthly meeting and the Executive Session held on January 25, 2018:**

The Board reviewed/discussed the regular monthly meeting and executive session minutes from January 25, 2018. There were two minor corrections to the regular monthly minutes. A motion was made by Mr. Catlin and seconded by Mr. Patterson to approve the regular monthly minutes from January 25, 2018, as amended and approve the executive session minutes from January 25, 2018, as submitted. Robert Catlin, Thelma Lomax, and Carl Patterson voted for the motion. The motion was unanimously approved by a vote of 3-0.

**IX. Executive Directors Report:**

Financial Report: Mr. Simpson discussed various issues, i.e.

- Lead paint issue (Request for proposals will be solicited by next week)
- Elevator Company (Repairs have been completed, inspection March 13th)
- City of College Park inspection (follow up inspections on five units, minor issues)
- Bids on hot water lines (Range from \$37K – \$100K)
- Roach problems
- No bed bug infestations
- Security firm (Serious concerns, no show last month, guard sleeping, request for proposals will be solicited)
- Closed waiting list (currently rented to all College Park residents on list)
- Restoration Center (providing counseling to residents)
- One unit vacant
- Parking issues (civil engineer preparing a draft plan, investigate city property for use for parking, one sticker per household)
- Garden area (reorganize proportionately)

**X. Old Business:**

1) Final Smoke Free Program: The Board reviewed/discussed the final adopted smoke free policy. The staff will be meeting concerning putting up signs on every floor, and the smoke free policy and lease will be translated into Korean.

**XI. New Business:**

1) Approval of invoices over \$2,000.00:

a. Washington Gas: The Board reviewed/discussed an invoice submitted by Washington Gas for \$6,747.65.

b. Pay roll to the City of College Park: The Board reviewed/discussed an invoice submitted for \$5,092.29.

- c. Amazing Security & Investigation, LLC: The Board reviewed/discussed an invoice submitted by Amazing Security & Investigation, LLC for \$2,265.75.
- d. Thyssenkrupp Elevator Corp.: The Board reviewed/discussed an invoice submitted by Thyssenkrupp Elevator Corp. for \$2,890.50.

A motion was made by Mr. Patterson and seconded by Ms. Lomax to approve the payment of the invoices, as submitted. Robert Catlin, Thelma Lomax, and Carl Patterson voted for the motion. The motion was unanimously approved by a vote of 3-0.

**XII. Commissioner Comments:**

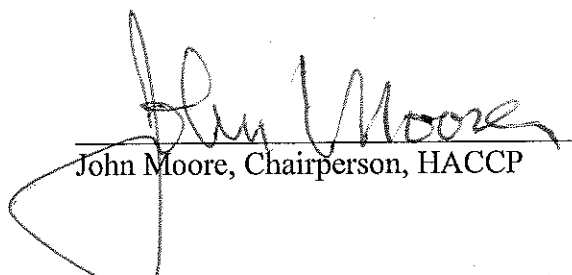
- Mr. Patterson discussed the proposed budget and reduced capital funds.
- Mr. Catlin discussed the storm water project, and installation of bicycle lanes on Rhode Island Ave.
- Bicycle stations
- Ms. Lomax discussed city parking passes for official business at the HACCP

**XIII. Agenda items for the next meeting....Next Meeting: March 22, 2018:**

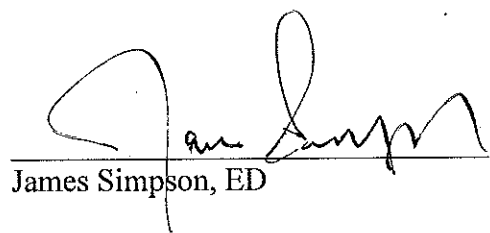
- Time allotment for comments of residents at the end of HACCP meetings.

**XIV. Adjournment:**

A motion was made by Mr. Catlin and seconded by Ms. Lomax to adjourn the regular monthly meeting. Robert Catlin, Thelma Lomax, and Carl Patterson voted for the motion. The motion was unanimously approved by a vote of 3-0. The regular monthly meeting was adjourned at 3:23 p.m.



John Moore, Chairperson, HACCP



James Simpson, ED