

**Minutes of
Housing Authority of the City of College Park
Regular Monthly Meeting
March 21, 2019**

Present: Chairperson, John Moore; Vice Chairperson, Robert Catlin; Commissioners, Carl Patterson, and Arelis A. Perez; Executive Director, James Simpson; Residents of Attick Towers;

I. Roll Call:

Mr. Moore opened the meeting at 2:00 p.m. All Commissioners were present except for James McFadden.

II. Comments-Resident Council:

None. Mr. Simpson will be meeting with the residents to discuss the Resident Council.

III. Comments-Tenants and General Public:

A resident discussed the personal hygiene of another resident. The resident smell and is very offensive, Adult protective services have been contacted, but the resident just refuses to take baths. The Board discussed ways to deal with this issue, i.e. legal process, written notice.

A resident stated that there is more than just one resident that has personal hygiene problems.

IV. Chairman's Report:

None

V. Agenda Changes:

The Board requested that "COLA letter, Security, Landscaping, Painting, Plumbing Cleaning Service, Proposal on Roaches, Physical Needs Assessment, and HUD REAC Inspection Results" be added to Old Business.

A motion was made by Mr. Patterson and seconded by Ms. Perez to accept the agenda, as amended. Robert Catlin, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 3-0.

VI. Review and Approval of Financial Report:

The Board reviewed/discussed the financials and bank statements.

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

VII. Decision & Approval of Minutes from Regular Monthly meeting and the executive session held on February 28, 2019:

The Board reviewed/discussed the minutes from the regular monthly meeting held on February 28, 2019. There were two minor corrections. A motion was made by Ms. Perez and seconded by Mr. Patterson to approve the minutes held on February 28, 2019, as amended. Robert Catlin, Carl Patterson, and Arelis voted for the motion. The motion was unanimously approved by a vote of 3-0.

The Board reviewed/discussed the executive session held on February 28, 2019.

A motion was made by Mr. Patterson and seconded by Ms. Perez to approve the minutes from the executive session held on February 28, 2019, as submitted. Robert Catlin, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 3-0.

VIII. Executive Directors Report:

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

- De-leading has been completed. State has waived the de-leading fee for each unit, because the HACCP is a public entity.
- Mr. Simpson will be making a presentation to the City Council scheduled on Tuesday, April 2, 2019 at 7:30 pm, at City Hall concerning repositioning. The HACCP Board has been invited to attend.
- Mr. Brown has set up a tentative schedule for repositioning training. The training is scheduled for April 8, 2019 at 2:00 p.m. Ms. Perez noted, she will be attending, but will be late because of a previous scheduled meeting. The Board requested that the Mayor, City Council, and City manager be invited to the training.
- Physical Needs Assessment (estimated costs of \$3 million)
- Met civil engineer on preliminary plan on the parking lot. Invited the civil engineer to the next meeting. (costs of preliminary plan \$7,000)
- Major roach pesticide treatment sweeps for all units scheduled for next Monday, by Pest Now (costs of \$3,000)
- King/Queen luncheon scheduled on April 13th
- Mr. Patterson and Mr. Simpson met with two firms concerning security (Tactical and Blue line)

IX. Old Business:

- 1) Repositioning: Discussion pending training.
- 2) COLA letter: Board discuss in executive session. (letter needs signing)
- 3) HUD REAC: In process of completing. Two weeks turn around notice instead of 3 months
- 4) Application of waiting list: Board reviewed/discussed a document that showed results of the applications that were provided to applicants on the waiting list. (total of 90 provided – 28 returned)
- 5) Physical Needs Assessment: First part of report completed. Estimated costs of \$3 million.
- 6) RFP's: Mr. Simpson stated he is working on the RFP's concerning landscaping, plumbing, painting, and cleaning services.
- 7) Changing of banks: It is on the agenda to be completed.

X. New Business:

- 1) Approval of invoices over \$2,000:
None.

XI. Resident Comments:

None.

XII. Commissioner Comments

- Mr. Patterson thanked Mr. Simpson and staff concerning the 2019 senior resource guide.
- Ms. Perez discussed the 7th Annual Book Festival scheduled Saturday from 1:30- 4:30.
- Mr. Catlin inquired about the Cruz project.

XIII. Agenda items for the next meeting.... Next Meeting: April 25, 2019:

None.

XIV. Adjournment:


A motion was made by Ms. Perez and seconded by Mr. Patterson to adjourn the regular monthly meeting and go into executive session, and then return to the regular meeting to finish the issue of 'COLA letter'. Robert Catlin, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 3-0. The regular monthly meeting was adjourned at 2:56 p.m.

The Board reconvened the regular monthly meeting at 3:23 p.m. to discuss Executive Director COLA.

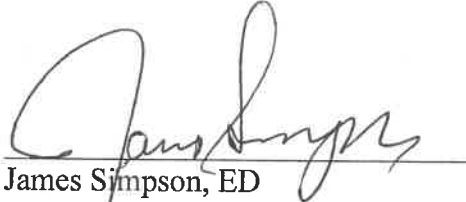
- Executive Director COLA: The ED COLA is 2% of the annual salary, retroactive from 7/1/18 – present. The Board decided to finalize this issue in open session.

A motion was made by Ms. Perez and seconded by Mr. Patterson to approve the Executive Director COLA, as noted. Robert Catlin, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 3-0.

A motion was made by Ms. Perez and seconded by Mr. Catlin to adjourn the regular monthly meeting at 3:25 p.m. Robert Catlin, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 3-0.



John Moore, Chairperson, HACCP



James Simpson, ED

**Minutes of
Housing Authority of the City of College Park
Executive Session
March 21, 2019**

Present: Chairperson, John Moore; Vice Chairperson, Robert Catlin; Commissioners, Carl Patterson, and Arelis Perez; Executive Director, James Simpson;

I. Roll Call:

Mr. Moore opened the meeting at 3:04 p.m. All Commissioners were present, except James McFadden.

II. Executive Director Search:

The Board reviewed/discussed the draft letter concerning the ED search. Ms. Perez will be chairing the sub-committee and will be coordinating with Ms. Carrie Blackburn-Riley.

III. Resident Issues:

Mr. Simpson stated he has two cases in court for eviction.

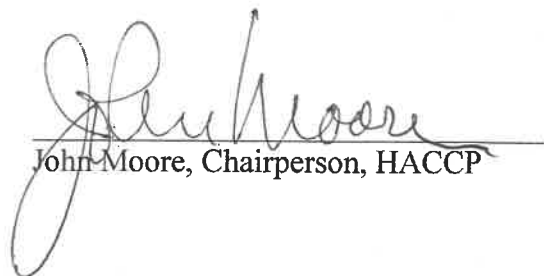
- A resident has not recertified. The resident has refused to come in. All residents are required to recertify each year after signing their lease.
- A resident has a lot of health issues and is late every month. The resident does not return calls. According to the lease if a resident is late more than four times in a year, management has the right to evict them.
- A resident is against the roach treatment. The landlord has the right to inspect and treat the units as necessary.

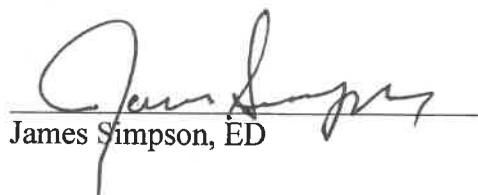
IV. Executive Directors COLA:

The Board discussed the ED COLA and decided to go back into regular session to finish the discussion.

V. Adjournment: Executive Session:

A motion was made by Ms. Perez and seconded by Mr. Patterson to adjourn the executive session and reconvene into the regular monthly meeting. Robert Catlin, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 3-0. The executive session was adjourned at 3:22 p.m.


John Moore, Chairperson, HACCP


James Simpson, ED