

**Minutes of
Housing Authority of the City of College Park
Regular Monthly Meeting
June 27, 2019**

Present: Chairperson, John Moore; Vice Chairperson, Robert Catlin
Commissioners, James McFadden, Carl Patterson, and Arelis Perez;
Executive Director, James Simpson; Guests, Edmund Fosu-Laryea,
Auditor; Brian Robinson, National Affordable Housing Trust; Residents
of Attick Towers

I. Roll Call:

Mr. Moore opened the meeting at 2:00 p.m. All Commissioners were present, except for Arelis Perez. Ms. Perez entered the meeting at 2:15 p.m.

II. Comments-Resident Council:

Betsy Lynn, Vice Chairperson of the resident council discussed various issues, i.e.

- Second resident council meeting
- Over 30 participants, including Councilperson Monroe
- Residents hygiene
- Basic Xfinity Wi-Fi and channels for every resident
- Timely report to the council when residents passed away
- Community grants
- National weather service instructions for high rise buildings

Brad, Treasurer discussed being elected, a \$2500 grant, and the College Park Foundation.

III. Comments-Tenants and General Public:

Edmund Fosu-Laryea, Auditor discussed various issues, i.e.

- 2017/2017 audit
- Management responsibilities for preparing the financial statements
- Auditor opinion on the financial statement
- No findings on audit
- Recommendations
- Summary during the year
- Comprisal of assets
- Capital asset decreased
- Detail of revenues/expenses
- Revenue from HUD increased
- Expenses increased (repairs)
- Breakdown of capital assets (no debt)

(Ms. Perez entered the meeting at 2:15 p.m.)

- Submission of the close out report of the capital funds
- Financial data schedule
- Recommendation to update procurement policy
- Recommend capitalization policy
- Custodial credit risk

Brian Robinson, National Affordable Housing Trust discussed various issues concerning the repositioning, i.e.

- List non-profit/profit organization
- PHA repositioning tools
- Rental assistance demonstration
- Section 8 program compared to Section 9 program
- Maryland supportive of the RAD housing authorities' efforts
- Residents rights to return to their units
- Resident engagement/transparency
- Time line
- Expenditures
- Consultant with RAD process
- Available resources
- Development partners
- Deployment of capital
- Individual vouchers (project base/tenant base)

IV. Chairman's Report:

None.

V. Agenda Changes:

The Board discussed revising the agenda format to place "agenda changes" as the second item of business, after roll call. A motion was made by Ms. Perez and seconded by Mr. Patterson to approve the reformation of the agenda item. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

A motion was made by Mr. Patterson and seconded by Mr. Catlin to approve the agenda, as submitted. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

VI. Review and Approval of Financial Report:

The Board reviewed/discussed the financials and bank statements. A motion was made Ms. Perez and seconded by Mr. McFadden to approve the financial report, as submitted. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

VII. Decision & Approval of Minutes from the Regular Monthly meeting and the Executive Session held on May 23, 2019:

The Board reviewed/discussed the regular monthly minutes from May 23, 2019. There were no changes.

The Board reviewed/discussed the executive session minutes from May 23, 2019. There was one correction (Carrie Blackburn Riley).

A motion was made by Ms. Perez and seconded by Mr. Patterson to approve the regular monthly meeting minutes, as submitted. The motion also included approving the executive session minutes, as amended. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

VIII. Executive Directors Report:

Mr. Simpson discussed various issues, i.e.

- Passing of a long-term resident
- Conference call (options of repositioning and physical needs assessment)
- Civil engineer final site plan for approval of land
- Attorney discussion concerning the termination of the T-Mobile contract
- Outside firm eviction process (three cases)
- Capital fund resolution for \$174,601.00: The Board reviewed/discussed the resolution to receive \$174,601.00 from HUD for the capital fund. A motion was made by Mr. Patterson and seconded by Ms. Perez to approve the resolution to allow Mr. Simpson to apply for the \$174,601 for the capital fund. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

IX. Old Business:

1. Repositioning: Previously discussed

X. New Business:

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

- a. Barbacane & Thornton, Inc. (Auditor): Barbacane & Thornton, Inc. submitted an invoice for \$3200.
- b. CDDI (Capital Development Design Inc.): CDDI submitted an invoice for \$2727.50.
- c. Shared laundry fees: There are \$3455.54 to be deposited into the resident council account, via previous agreement.

A motion was made by Ms. Perez and seconded by Mr. Patterson to approve the payment of the invoices and deposit, as submitted. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

XI. Resident Comments:

- A resident discussed the RAD program/meeting on capital fund
- A resident discussed their approval of Bob and Eric, and recommended that residents stop complaining.

XII. Commissioner Comments:

- Mr. Patterson thanked the resident council for their participation.
- The Board recognized Mr. Simpson's birthday being tomorrow, and wished him happy birthday through song.


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

The Board discussed having a meeting scheduled for August. A motion was made by Mr. Patterson and seconded by Ms. Perez to approve the scheduling of a regular monthly meeting on August 22, 2019. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

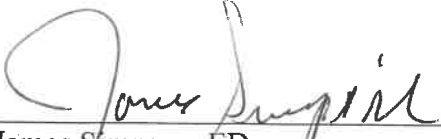
XIV. Adjournment of Regular Session:

A motion was made by Mr. Patterson and seconded by Ms. Perez to adjourn the regular monthly meeting, and go into executive session to discuss administrative issues. Robert Catlin, James McFadden, Carl Patterson, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 4-0.

XV. Executive Session – Administrative Issues:



John Moore, Chairperson, HACCP



James Simpson, ED