

**HOUSING AUTHORITY OF
ST. MARY'S COUNTY, MARYLAND
BOARD OF COMMISSIONERS MEETING**
Meeting held January 13, 2010

MINUTES

Present:

Robert Gant, Jr., Chair, Commissioner
Agnes Butler, Commissioner
Stephanie Proctor, Commissioner
Andrew Kozak, Commissioner
Joan Gelrud, Commissioner
Dennis L. Nicholson, Secretary
Crystal Wojciechowski, Recorder

Call To Order:

The meeting was called to order by Dennis Nicholson at 5:45 p.m.

Opening Remarks:

Dennis Nicholson commenced the meeting with a look towards the future for 2010. From what we've learned in 2009, where do we go from here? It appears the federal government's housing and community development policy favors large urban areas. How do we seek out other money and resources to meet the needs of the public?

D. Nicholson commented that on January 14, 2010, NSP2 will announce the 56 awardees out of 482 applications of the \$1.5 Billion grant available to housing authorities around the country. HASMC has had some success in Block Grants, but attaining grants for other programs has been difficult. R. Gant, Jr. commented that we should apply for whatever is available. A. Butler brought up the possibility of hiring a grant writer for HASMC. D. Nicholson stated that grant writers are expensive, have been used and there is already available talent at the HASMC.

REAC Inspection Summary:

The REAC Inspection Summary Report was completed on December 30, 2009. Attention was brought to the overall Health & Safety Deductions of 5.8 points. Questions arose as to what deficiencies led to those deductions. Dennis Nicholson explained that those deductions were based on one 2nd floor window being blocked in one unit and a face plate missing on an electrical outlet in another unit.

Dennis Nicholson stated that the score of 87% was for building and unit inspections only. Financial and management assessments would be completed and those scores would be averaged with the 87%; based on that overall score, those housing authorities who scored 90% and above are considered "high performers." Scores of 89.5 and below are

considered “standard performers.” High performing authorities may be able to apply for more grants. Joan Gelrud commented that we should strive for “high performer” status.

HASMC Brochure:

Crystal Wojciechowski explained that this version of the flyer had been updated with minor changes from the December Board meeting. Some additional information was added to the flyer regarding other subsidies and programs. Commissioners had no additional changes at this time.

2010 Board Meeting Schedule:

The final draft of the schedule was submitted to the Commissioners. No concerns were raised regarding the schedule.

NeighborWorks Training and Certification:

The NeighborWorks training Achieving Excellence in Community Development is a series that has recently been made available in part by a grant from Fannie Mae. Fannie Mae will pay 80% of the cost of the training while attendees would have to pay the remaining 20%. D. Nicholson opened the possibility of applying to the program so that HASMC could better shape and position itself for the future. The payment due from the Housing Authority would be between \$6,000.00 and \$7,000.00 but could be paid in a payment plan over the next 18 months. The due date for applications is March 15, 2010.

R. Gant, Jr. commented that the budget is tight and our savings are shrinking. B. Shaller stated that soon we will be at a point of change and we should invest in positioning ourselves. Although the budget is tight, we should not pass up an opportunity, even if we choose some other program that works better for the Housing Authority. A. Butler added that we can only benefit from a tool like this. Commissioners agreed that we should find more information and contact existing and previous candidates to determine if this particular training would be beneficial. All agreed to follow-up in two weeks time.

Leah’s House Update:

The Commissioners stated that they had been receiving packets of mail from Leah’s House. D. Nicholson stated that all mail should be delivered to HASMC to be passed on to Carrie Blackburn Riley. D. Nicholson encouraged the Commissioners to contact Carrie if they had any questions or concerns.

Indian Bridge:

D. Nicholson stated that Tax Credits are down to 60 cents or less on the dollar. The Department of the Treasury is buying back credits at 85 cents on the dollar. This provides Indian Bridge with a grant of \$2,610,886.00. D. Nicholson stated that for 2010 HASMC would be going after a new initiative along with Osprey Property Company—40 year bond loan at 4%.

Capital Fund Improvements:

D. Nicholson called to the attention of the Commissioners HASMC Capital Fund improvements plan for 7 offline units at Patuxent Woods. Older Seer 10 units would be upgraded in all units to at least Seer 15. Other improvements would include new kitchen cabinets, cool sentry’s installed by SMECO (rebate program) in all units, and windows

and range hoods only where needed. D. Nicholson stated that some of the residents would need to be educated on the operation of the cool sentry's.

HOME Initiatives Program:

HASMC received a phone call stating that two grants have been awarded in the amounts of \$62,000.00 (Fire Suppression Sprinkler Installation at Greenview Village) and \$175,000.00 (three townhome rehabilitations). At this time we have not received a formal letter and are still awaiting it.

The Gateways:

The Commissioners took a look at the Gateways Resident Report. J. Gelrud asked what percentage of the total monthly cost does rent actually pay and how much is expensed to the Housing Authority. D. Nicholson stated that there were some operating expenses such as lighting and elevator maintenance that the Housing Authority had not been responsible for in its previous Leonardtown office buildings. Public Housing and the Housing Choice Voucher Program were both being charged a percentage. J. Gelrud also asked about the waiting list at the Gateways. D. Nicholson stated that there was a small list of around 5 families and that the community is made aware of the waiting list primarily through word of mouth. J. Gelrud mentioned the possibility of leasing additional space in the building for extra revenue. D. Nicholson stated that space in the Jarboe Center had been leased to WIC.

Consideration of Minutes:

The minutes from the meeting held on December 9, 2009 were reviewed. Motion to approve the minutes, R. Gant, Jr., seconded by A. Kozak. All present in favor, motion passed and minutes approved.

Motion to adjourn

Motion to adjourn by Andrew Kozak, Seconded by Stephanie Proctor . All in favor. Motion carried.

Quorum Broken - Meeting adjourned at approximately 7:36 p.m.

SUBMITTED:

ACCEPTED BY:

Dennis L. Nicholson, Secretary

Robert Gant Jr., Chair