

**HOUSING AUTHORITY OF
ST. MARY'S COUNTY, MARYLAND (HASMCM)
BOARD OF COMMISSIONERS MEETING**

January 25, 2017
21155 Lexwood Drive, Suite C
Lexington Park, MD 20653

MINUTES

Present:

Daniel Raley, Commissioner, Chair
Michelle Armsworthy, Co-Vice Chair, Commissioner
Darlene Johnson, Co-Vice Chair, Commissioner
Agnes Butler, Commissioner
Michelle Camaioni, Commissioner
Dennis Nicholson, Secretary
Anita Jones, Recorder

Call To Order:

The meeting was called to order at 5:30 p.m.

Minutes – December 2016:

Commissioners received meeting minutes via email for review and comment. At the beginning of the meeting, Commissioners made a motion to approve minutes for December 2016 as written. The motion was made by Darlene Johnson and seconded by Michelle Armsworthy.

Fiscal Reports:

November 2016 has been closed and the Fiscal Supervisor is actively working to close December 2016 and year-end.

Concerning renters leaving and owing HASMC money; HASMC staff will seek wage garnishments, if feasible, to recoup money. Otherwise we report such residents to the credit bureaus and we maintain an internal owes list. This list impacts receiving future additional assistance as any outstanding balances requires payment.

2016 - 2017 Audit –

We received 3 proposals to prepare audits for a 2-year period (separate audits for 2016 and 2017). The bids were:

	Ahmad Associates, LTC	Murphy & Murphy	Barbacane, Thornton & Co.
2016	\$13,086.40	\$21,900.00	\$23,500.00
2017	\$13,466.28	\$22,400.00	\$23,500.00
Total	\$26,532.68	\$44,600.00	\$47,000.00

After a vetting process was completed, Ahmad Associates was chosen as they were determined to be the lowest responsible bidder.

COLA:

1% COLA was given effective January 15, 2017.

In May, the board will begin discussing whether an additional 1% COLA in July is possible.

Weatherization Assistance Program Update:

We are tracking staff time spent on this program and submitting requisitions to DHCD for such; however, we are waiting for payment on these admin and program cost. DHCD has disbursed funding for weatherization work installation.

TRACS Update:

December 2016 and January 2017 voucher payments have been received.

February 2017 voucher payment is expected to be received as of 02/01/2017.

Gateways Renovation/FHLBA/AHP:

Retention documents have been submitted to FHLBA; waiting for their response. We have continued to reach out to James Monaghan about the final FHLBA step to release funds.

Patuxent Woods Renovations:

The last requisition meeting is scheduled for February 15, 2017; next step is close-out documents.

HUD QAD Review:

Questions/clarifications are projected to be sent to HUD team by February 17, 2017.

Garrett Mobile Home Park:

Southeast Rural Community Assistance Project (SERCAP) representative Jean Holloway met at the trailer park Friday Jan. 20th. Attendees were the Owner, Wayne Cook, Ella May Russell, Lanny Lancaster and Dennis Nicholson. Ms. Holloway was encouraging that SERCAP's loan product could assist in upgrading the septic system.

Maryland's Turkey Vulture, Lot 2 & Bird/Wildlife Aircraft Strike Hazard (BASH):

Waiting for timbering permits to be delivered to us. Next step will be to coordinate access to Library property with County officials.

Rogers Drive:

Viki Volk, Executive Director of the CDC (Community Development Corporation) has asked HASMC to submit a letter supporting the extension of Rogers Drive through the Colony Square neighborhood so that it connects with Willows Road. This extension is at the behest of the Sheriff's Department as they are having issues with criminal activity in

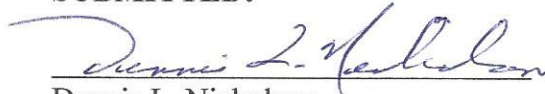
that neighborhood and policing efforts are hampered by the fact that suspects can disappear into the wooded area that currently surrounds Colony Square.

During the discussion of this matter, several questions were raised concerning buy in for the road by all residents. A motion was made by Michelle Armsworthy and seconded by Agnes Butler to have Mr. Nicholson reach out to Ms. Volk and obtain additional information, including the following:

- Will it be a one-way road?
- Will there be sidewalks?
- Is there community support and has there been any feedback from the community regarding this planned extension (i.e. support letters)?
- Will there be streetlights?
- Will there be crosswalks, especially across Willows Road for residents to access Lancaster Park?
- Will there be speed humps or other speed reduction measures?
- Is there a site plan or concept drawing?

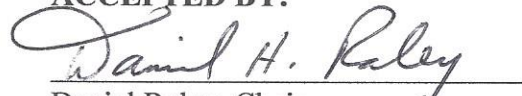
Motion made to adjourn at 6:26 p.m. made by Commissioner Darlene Johnson and seconded by Michelle Armsworthy.

SUBMITTED:



Dennis L. Nicholson
Executive Director

ACCEPTED BY:



Daniel Raley, Chair