

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

April 26, 2017
21155 Lexwood Drive, Suite C
Lexington Park, MD 20653

MINUTES

Present:

Daniel Raley, Commissioner, Chair
Darlene Johnson, Co-Vice Chair, Commissioner
Tina Dean, Commissioner
Agnes Butler, Commissioner
Joshua Brewster, Commissioner
Dennis Nicholson, Secretary
Anita Jones, Recorder

Call To Order:

The meeting was called to order at 5:24 p.m.

Minutes – March 2017:

Commissioners received meeting minutes via email for review and comment. At the beginning of the meeting, Commissioners made a motion to approve minutes for March 2017 as written. The motion was made by Darlene Johnson and seconded by Tina Dean.

Fiscal Reports:

Review Finance Reports

- Cash on Hand
- Administrative Budget
- Revenue Expense Through March 31, 2017

Weatherization Assistance Program Update:

The current WAP budget balance is \$808,934 and the program year ends June 30, 2017. As of this date: 83 units have been weatherized; 62 units have work ordered; 45 units are scheduled for audit; 34 units have been audited; 8 units have had measures installed; 2 units have been inspected. The tentative budget for program year July 1, 2017 to June 30, 2018 is \$200,922 to complete 24 units.

TRACS Update:

April's voucher was submitted and payment received (\$10,062); May's voucher has been submitted and payment is anticipated by May 1 (\$12,411).

Gateways Renovation/FHLBA/AHP:

The Notice to Proceed was issued to the General Contractor on March 14, 2017. Work has begun on the parking lot and the 4th floor. We have requested a 6-month extension, currently waiting for that request to be processed by FHLBA staff. We have to wait for extension request to be processed before we can submit a takedown request for funds.

Patuxent Woods Renovations:

Construction close out steps have begun, HASMC is in the process of gathering necessary documentation to submit to DHCD

HUD QAD Review:

Last clarification from Finance staff remains pending.

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

The lot has been cleared. We intend to leave the property in its current state. In 2.5 to 3 years it will no longer be an eyesore and will be a great habitat for small animals. Otherwise we would need to secure funding to grade and seed, which would require permits.

Continuum of Care – Shelter Plus Care:

HASMC is collaborating with the Health Department and Three Oaks to keep this funding (approximately \$160,000 annually) in St. Mary's County – rental assistance and case management for 16 households

Veterans Stand Down Day:

This event is scheduled for May 19, 2017 from 9:00 to 3:00 and HASMC plans to have staff in attendance.

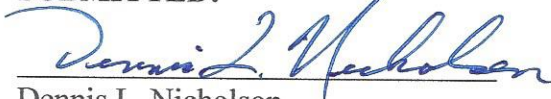
Staff Training:

Computer Spread Sheet Analysis for Housing in Baltimore, Maryland – Tomica

Maryland Community Action Partnership: DHCD Housing & Building Energy Programs Weatherization Track in Towson, Maryland – Dennis & Anita

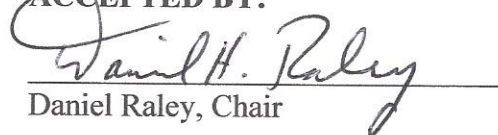
Motion made to adjourn at 5:50 p.m. made by Commissioner Joshua Brewster and seconded by Agnes Butler.

SUBMITTED:



Dennis L. Nicholson
Executive Director

ACCEPTED BY:



Daniel Raley, Chair