

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

February 22, 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
Joshua Brewster, Commissioner
Dennis Nicholson, Secretary
Anita Jones, Recorder

Call To Order:

The meeting was called to order at 5:23 p.m.

Minutes – January 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 January 2017 as written. The motion was made by Darlene Johnson and seconded by Michelle Armsworthy.

Fiscal Reports:

2016 Audit – Auditors are scheduled to be here the week of March 6, 2017 and Fiscal staff is preparing this meeting. Staff is preparing for their visit.

Weatherization Assistance Program Update:

A conference call was held with DHCD staff on February 1, 2017 which resulted in additional funds of \$125,000 being added to the Program Operations budget.

TRACS Update:

February 2017 voucher payment has been received.

Substantial completion of rehab has been certified to by the architect; waiting for HUD staff to input new contract rents into iREMS. Effectively the rents are the same but the subsidy we receive will increase whereas the utility allowance will decrease due to the energy saving measures. We are waiting for this change to occur before submitting March voucher for payment. HUD staff has informed us that they are working on it now. HUD staff are currently saying it take a few more days to get the rents updated.

Gateways Renovation/FHLBA/AHP:

The Conditions of Funding Review has been approved. We can now begin the process of requesting a Takedown of the funds – funds will go from FHLBA in Atlanta to CBTC here. Once this is done we will schedule a pre-construction meeting with all of the parties.

Patuxent Woods Renovations:

Requisition meeting was held on February 15, 2017; next step is close-out documents.

Two outstanding item to be completed:

Speed humps need to be refinished; we are waiting for warmer weather and the asphalt plants to reopen.

The BOE open space – field walk was conducted and as result we are going to modify the clearing of the area, which is not the most level area but doesn't need to be completely flat.

HUD QAD Review:

Questions/clarifications still need to be sent to HUD team but has not been a priority due to end of year activities and audit preparation.

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

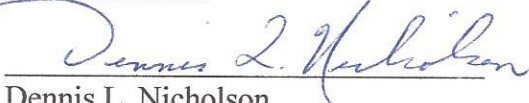
We have received the signed timbering permits. Great Mills Trading Post is the prime contractor and their subcontractor is Cecil Creek Services (JJ Howe). HASMC should have the contract from Great Mills Trading Post by February 24, 2017.

Public Guests:

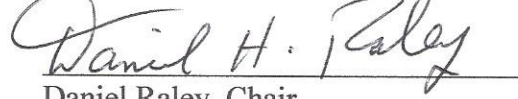
Patricia Ball, Ashley Nolan and Ms. Nolan's aunt.

Commissioner Darlene Johnson had to leave at 6:00 p.m., therefore there was not a quorum and a motion to adjourn was not necessary. The meeting concluded at 6:13 p.m.

SUBMITTED:


Dennis L. Nicholson
Executive Director

ACCEPTED BY:


Daniel Raley, Chair