

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

March 15, 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
Tina Dean, Commissioner
Agnes Butler, Commissioner
Dennis Nicholson, Secretary
Anita Jones, Recorder

Call To Order:

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

Minutes – February 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 February 2017 as written. The motion was made by Darlene Johnson and seconded by Tina Dean.

Fiscal Reports:

January 2017 has not yet been closed; no finance reports are available for review – auditors have been here 2-3 days and are scheduled to return the week of March 20th to finish their review. We are a little more complicated than a typical Housing Authority due to the different programs that we have, i.e.:

- Neighborhood Community Investment
- Spring Valley
- Indian Bridge
- Homeownership Program

Weatherization Assistance Program Update:

A conference call was held with DHCD staff on March 9, 2017 which resulted in additional funds of \$400,000 being added to the Program Operations budget.

Complete Home Solutions is efficient in providing services to participants; there are monies that need to be spent by June 30, 2017; estimate that between 120 and 150 homes will be serviced by that date.

We are not making money but we are offsetting our costs and time spent via Administrative Funds.

TRACS Update:

March 2017 voucher was just submitted; we are currently waiting for HUD staff to let us know when we can move forward with submitting April's voucher.

The subsidy increase has been approved by HUD; the issue is how it is handled within the software program, which is out of our control and we have to rely on HUD staff to complete on their end.

Gateways Renovation/FHLBA/AHP:

We will be issuing a Notice to Proceed to the General Contractor for the renovation work tomorrow, 03/15 (\$401,708 grant).

HASMC & Community Bank of the Chesapeake had planned to use a Controlled Deposit Account (CDA) to draw funds down but Federal Home Loan Bank of Atlanta staff said no. Since the funds must be drawn down by April 29, 2017 we will be submitting a 6-month extension request.

Patuxent Woods Renovations:

The last requisition has been submitted which completes the renovation and applicable HASMC reimbursements.

HUD QAD Review:

Last clarification from Finance staff remains pending.

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

It is anticipated that the contractor/operator will begin work as soon as possible but not later than March 17, 2017.

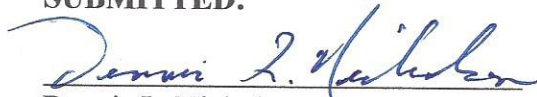
Staff Training:

- Assistant Housing Manager Workshop in Columbus, OH – Voucher Staff
- 2017 NASCSP Conference (WAP Orientation and Monitor's Training) in Arlington, VA – Anita

Public Guests:

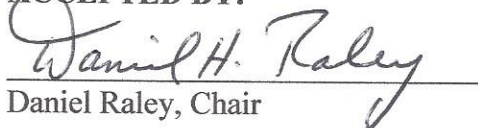
Ashley Nolan and aunts.

SUBMITTED:



Dennis L. Nicholson
Executive Director

ACCEPTED BY:



Daniel Raley, Chair