

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

Wednesday, April 26, 2023
21155 Lexwood Drive, Suite C
Lexington Park, MD 20653

MINUTES

Roll Call

Tina Dean, Chair
Michael Bellis, Vice Chair
Roy Alvey, Commissioner
Joshua Brewster, Commissioner
Natalie Weech, Commissioner
Alexis Zoss, Commissioner
Andrea Cummings, Commissioner
Shawn Kingston, Acting Executive Director
Tomica Scriber
Barbara Gatton
Melissa Sandy
Brian Lopez, Osprey Property Company

Call to Order

The meeting was called to order at 5:21 P.M.

Minutes Corrections or Additions: February 22, 2023 & March 22, 2023

A motion was made by Commissioner Michael Bellis to approve the minutes from February 22, 2023 and was seconded by Commissioner Joshua Brewster; and passed by unanimous vote. A motion was made by Commissioner Michael Bellis to approve the minutes from March 22, 2023 and was seconded by Commissioner Joshua Brewster; and passed by unanimous vote. Minutes to be publicly posted on website.

ERAP (Emergency Rental Assistance Program) Update

As of April 24, 2023 we have received 1,751 applications for the entire program. As of April 24, 2023 we have dispersed all ERAP 1 funds and there is approximately \$450,000 ERAP 2 funds remaining.

HASMC 2023 Operating Budget

Acting Executive Director Shawn Kingston will be working with Finance to update the operating budget, which will be resubmitted to the board.

Financial Reports

Barbara Gatton will be working with Acting Executive Director Shawn Kingston to revamp all Financial reports.

Information Technology Purchases

All computers were switched to the new domain sometime in April. Tomica Scriber will be scheduling a meeting with Monarch to discuss the next steps, including if additional internet services and/or additional firewalls need to be purchased.

Indian Bridge Update

Brian Lopez stated there was a Contract of Sale with Conifer for \$17 million, however they backed out of the sale. Due to the current market, the plan is to reevaluate after six months.

Victory Woods, Phase II

They are requesting 20 Project-Based Vouchers, however Acting Executive Director Shawn Kingston mentioned the Housing Authority is not currently prepared to supply the vouchers.

2023 HUD PHA Plan

2023 PHA Plan has been approved. Plans for 2020 – 2022 are being transferred to the corrected form and should be resubmitted by next week.

HASMC By-Laws

Commissioner Natalie Weech and Commissioner Joshua Brewster will be working to draft new by-laws and should have a working document within two weeks. Chair Tina Dean would like to have new by-laws in place within 60 days.

MEA Grant No. 2022-21-331S1

Audited 14 eligible homeowners and completed 10 households.

Community Legacy Grant No. SRP-CL-2019-HASStMarys-00331 & Community Legacy Grant No. SRP-SDF-2020-HASStMarys-00426

Discussion on what to do with the land will be tabled until research can be done regarding the language of the grant, any stipulations from the State, and the regulatory agreement from when the funds were distributed.

Retirement Health Benefits

Currently, any Housing Authority employee that retires will lose their health benefits. During the split from the County in 2012, the County distributed \$1.06 million to the Housing Authority to go to retiree health benefits. Further research will be done to determine where the funds went, if the Housing Authority can pay into it and how much will it cost in order to offer retiree health benefits in the future.

Closed/Executive Session

Commissioner Michael Bellis made a motion to close the meeting and Commissioner Joshua Brewster seconded; and passed by unanimous vote.

SUMMARY OF CLOSED SESSION HELD ON 04/26/2023

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: P.M.

Place (location) of closed session: Gateways 1st Floor Conference Room

Purpose of the closed session: _____

2. Record of the vote of each member as to closing the session:

Names of members voting aye:

Members opposed: N/A Abstaining: N/A

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b) (7)

Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote

Next Regular Meeting
Scheduled for May 24, 2023.

SUBMITTED:

Shawn Kingston
Acting Executive Director/Secretary

ACCEPTED BY:

 Tina Dean
Tina Dean, Chair