

Housing Authority of the City of College Park



Board Minutes Regular Monthly Meeting Teleconference April 22, 2021

Present:

Chairperson, Arelis Perez;
Vice Chairperson, Robert Catlin;
Commissioners, Theresa Keeler,
Betsy Lynn, and James McFadden;
Executive Director, Michelle
Johnson;
Attick Towers Property Manager,
Cheryl Gleason;
Mayor of the City of College Park,
Patrick Wojahn

I. Roll Call:

Ms. Perez opened the meeting at 10:07 a.m. All Commissioners were present. Ms. Johnson was not present until 10:15 a.m.

Mayor Wojahn swore in Ms. Elizabeth Lynn as the official Resident Commissioner of Attick Towers.

(Mayor Wojahn left the meeting at 10:08 a.m.)

II. Agenda Changes:

A motion was made by Ms. Lynn and seconded by Mr. McFadden to approve the Agenda, as submitted. Robert Catlin, Theresa Keeler, Betsy Lynn, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

When Ms. Johnson joined the meeting, she had several changes to the Agenda under Executive Report, i.e.

- Delete 52723 Board Resolution

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- Add updates of vending machines, Comcast, officer, ACOP changes, training, and ROSS grant.
- Remove the word "Resolution" under item three "Waiting List Resolution"

A motion was made by Mr. McFadden and seconded by Mr. Catlin to approve the changes to the Agenda of April 22, 2021, as amended.

Robert Catlin, Theresa Keeler, Betsy Lynn, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

III. Comments-Resident Council:

None.

(Ms. Johnson entered the meeting at 10:15 a.m.)

IV. Comments-Tenants and General Public:

Ms. Lynn discussed several issues of concern, i.e.

- Resident visually noted as having bugs on them, getting the resident help through the senior program, residents unit treated for bed bugs and scheduled for a second treatment, and resident received a violation letter for the condition of their unit.

- Replacement of the American flag

V. Chairman's Report:

Ms. Perez discussed the issue, i.e.

- Follow up with Delegate Lehman concerning the petition of installing a beacon light on the corner of Rhode Island Ave. and Blackfoot Road. The process could take 60 to 90 days. There is currently no update.

VI. Review and Approval of Financial Report:

The Board reviewed/discussed the Housing Authority financial reports from March 31, 2021 (check

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registry, reconciliation summary, bank accounts, and unaudited accountant report). A motion was made by Ms. Lynn and seconded by Ms. Keeler to approve the financial reports, as submitted. Robert Catlin, Theresa Keeler, Betsy Lynn, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

VII. Decision & Approval of Minutes from the Regular Monthly meeting held on March 25, 2021:

The Board reviewed/discussed the minutes from the regular monthly meeting held on March 25, 2021. A motion was made by Mr. Catlin and seconded by Ms. Lynn to approve the regular monthly meeting minutes held on March 25, 2021, as submitted. Robert Catlin, Theresa Keeler, Betsy Lynn, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

VIII. Executive Director's Report:

Ms. Johnson discussed the following issues, i.e.

- 1) MDE Waste-Water Sampling Program: The Board discussed the Covid study on water sampling at Attick Towers. The program started on 3/29/21. There have been seven samplings. Covid has been detected at every sampling. The HACCP receives reports every Friday. Currently there is not enough data, and sampling is scheduled indefinitely. It has been recommended that a letter could be sent to residents informing them of the results and recommendations.
- 2) Waiting List: There were 27 individuals on the waiting list. Everyone was contacted, and there are only 4 interested/qualified participants. It was recommended that instead of opening the waiting list, the Board could solicit participants from referrals through the P.G County Dept. of Social Services/Homeless Division. There are an abundance of senior/disabled individuals in the shelter that could benefit from receiving residency at Attick Towers. The Board discussed the amendments to the ACOP and scheduled public hearings to accomplish this task.
- 3) Vending Machines: The residents responded through the survey; they approve of the installation of a vending machine. The Board discussed the various options the vending machine would be purchased, as well as the proceeds distributed.
- 4) Comcast: Concerning the follow up of WIFI internet services. Comcast, as well as Verizon only had options where residents will have to pay individual costs for internet in Attick Towers.
- 5) Training: The Board discussed leadership training for all commissioners. HUD is offering free classes to Housing Authority commissioners. Commissioners will also receive job descriptions, as well as

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deadlines for specific training.

6) ACOP changes: HUD extended the submission date for ACOP changes until June. The changes will be ready by the next meeting. It was suggested the Board could meet at the office, in the conference room, to go over the changes.

7) Officer: Lt. Corbin's last day was Tuesday, 4/20/21. The new security service company started on 4/20/21. Officer Wyatt was assigned to Attick Towers. Introduction letters have been sent to all residents. It was noted things have gotten better since the day/live in officers were hired.

8) ROSS Grant: The HACCP was elected to receive funding. The funding amount was \$249,000, over a three-year period. The funding would be utilized for hiring a coordinator for elderly/disabled services.

IX. Old Business:

None.

X. New Business:

1) Approval of invoices over \$2000: The Board reviewed/discussed several invoices over \$2,000.

a. TK Elevator: TK Elevators submitted an invoice for \$2,419.26 for the elevator contract.

b. TK Elevator: TK Elevators submitted an invoice for \$3,080.95 for the elevator maintenance contract.

XI. Resident Comments:

None.

XII. Commissioner Comments:

- Ms. Lynn discussed the 15-minute parking space, and a letter that could be sent to the delegates thanking them for the \$2 million grant. Mr. McFadden will draft the letter.

- Mr. Catlin discussed the bike lanes in the City of College Park.

- Ms. Keeler discussed how nice it will be to meet to discuss the ACOP changes.

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- Ms. Perez discussed the outlook email CPhousingauthoritycommissioners@outlook.com and the Neighbor Helping Neighbor reactivated services.

- The Board discussed scheduling a get to know event for Executive Director, Michelle Johnson; and Property Manager, Cheryl Gleason, for the residents of Attick Towers.

XIII. Agenda items for the next meeting.... Next Meeting: May 27, 2021:

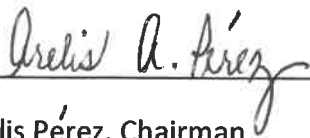
None.

XIV. Adjournment of Regular Session:

A motion was made by Ms. Lynn and seconded by Ms. Keeler to adjourn the regular monthly meeting. Robert Catlin, Theresa Keeler, Betsy Lynn, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0. The regular monthly meeting was adjourned at 11:53 a.m.

XV. Executive Session:

None.



Arelis Pérez, Chairman



Michelle Johnson, Executive Director