

Housing Authority of the City of College Park



Board Minutes

Regular Monthly Meeting

Hybrid Meeting

July 27, 2023

Present:

Chairperson, Arelis Perez;
Vice Chairperson, Robert Catlin;
Commissioners, Victoria Evans, Theresa Keeler, and James McFadden;
Executive Director, Michelle Johnson;
ROSS Coordinator, Mia Greene;
Residents of Attick Towers, Earthel Kornegay, Elizabeth Norman, George Watson, Alfred Jones, and Carl Patterson;

I. Roll Call:

Ms. Perez opened the meeting at 10:03 a.m. All Commissioners were present. Ms. Cheryl Gleason, Property Manager was not present at the meeting.

II. Agenda Changes:

The Board reviewed/discussed the agenda of July 27, 2023. A motion was made by Ms. Perez and seconded by Mr. McFadden to approve the agenda, as submitted. Robert Catlin, Victoria Evans,

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Theresa Keeler, 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.

IV. Comments-Tenants and General Public:

- Mr. Jones discussed automobile thefts, and the procedure if the parking lot is full at Attick Towers.

(Mr. Patterson entered the meeting at 10:05 am)

V. Chairman and Commissioner Reports:

Commissioner 3–5-minute appointed discussions:

-Ms. Perez: discussed the HTVN training classes to be completed by 7/31/23, thanked Ms. Johnson and Mr. Catlin for the meet and greet round table session held with delegates. Tour and break down of demographics at Attick Towers. Meet up with Mayor, Council, and Staff directors (public works, city clerk, public services, code enforcement, and parking enforcement). NAHRO direct newsletter (approval of the transportation bill, and HUD bill)

- Mr. Catlin: discussed Best Buy closing in north College Park, Hard Café being replaced, National Night Out at Duvall field, elections held 11/5/23, early voting held 10/26/23, and senior program will be moving to downtown College Park.

-Ms. Keeler: discussed the topic of “Change”. She discussed the responses and extremes to Change.

-Ms. Evans: Nothing to report.

-Mr. McFadden: Nothing to report.

VI. Review and Approval of Financial Reports for June 30, 2023:

The Board reviewed/discussed the (check registry, reconciliation summary, unaudited accounting summary, and bank account statements) for June 30, 2023. A motion was made by Ms. Perez and seconded by Ms. Evans to approve the financial reports of June 30, 2023, as submitted. Robert Catlin, Victoria Evans, Theresa Keeler, James McFadden, and Arelis Perez voted for the motion. The motion

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was unanimously approved by a vote of 5-0.

VII. Decision & Approval of Minutes from the June 22, 2023 Regular Monthly meeting:

The Board reviewed/discussed the regular monthly meeting minutes held on June 22, 2023. There were several extensive corrections. A motion was made by Ms. Perez and seconded by Mr. McFadden to approve the regular monthly meeting minutes from June 22, 2023, as amended. Robert Catlin, Victoria Evans, Theresa Keeler, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

VIII. Executive Directors Report:

Ms. Johnson discussed various issues, i.e.

- Resolution LHA 2023-04 Procurement Policy: The Board reviewed/discussed the updated changes to the Resolution LHA 2023-04 Procurement Policy. A motion was made by Ms. Perez and seconded by Ms. Evans to approve of the Resolution LHA 2023-04 Procurement Policy, as amended. Robert Catlin, Victoria Evans, Theresa Keeler, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

- REAC score

- Davis Beacon audit

- Meeting with City Councilmembers regarding maintenance, up keep of Attick Towers, and the ARPA funds of (\$1.25 ML).

- Replacement of elevators (\$650,000)

- Replacement of HVAC over (\$350,000)

- Risers over (\$800,00)

- Project maintenance will be done by floors (residents will stay in place)

- Bond bill funds of \$2 ML

ROSS Grant Coordinator: Ms. Greene discussed various issues, i.e.

- Activities in July

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- Bus trips (ticket is no longer needed until further notice)
- CDC meal delivery
- Local church provided 50 meals
- Capital Food Bank delivery
- DSP services
- Korean movie preview
- Elderly abuse training
- Reviewed photos of the various activities

IX. Old Business:

None.

X. New Business:

1) Approval of invoices over \$4,000: The Board reviewed/discussed invoices submitted over \$4,000.

- a. Home Depot (supplies) for \$4,024.40
- b. ABM (maintenance contract) for \$6,046.00
- c. Home Depot (supplies) for \$5,652.94
- d. TK Elevators (elevator services) for \$4,006.38

A motion was made by Ms. Perez and seconded by Ms. Evans to approve the payment of the invoices submitted over \$4,000. Robert Catlin, Victoria Evans, Theresa Keeler, James McFadden, and Arelis Perez voted for the motion. The motion was unanimously approved by a vote of 5-0.

XI. Resident Comments:

Mr. Patterson discussed REAC inspections, as well as in house inspections at Attick Towers.

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XII. Commissioner Comment:

- Mr. Catlin discussed the PILOT program for housing subsidies for University of MD students. The PILOT program was reduced from \$340K to \$265K. Mr. Catlin noted he is a member of the committee. The committee would decide how the voucher program would be administered through a housing authority for off campus students.
- Mr. McFadden thanked residents, and staff for participating in the HACCP meetings.
- Ms. Evans inquired whether the pool table could be moved, so residents can utilize it. It was noted that only after the repairs to the community room has been completed, will the residents will be allowed to use it. Ms. Evans inquired if residents would be charged for putting out large items to be disposed. It was noted that they would be charged, if identified.
- Ms. Perez thanked Ms. Johnson, staff, and residents for working together. She discussed the public notice/5-year plan hybrid meeting scheduled for 8/8/23, and the special online meeting scheduled for 8/9/23 at 10 am.

XIII. Agenda items for the next meeting.... Next Meeting: September 28, 2023:

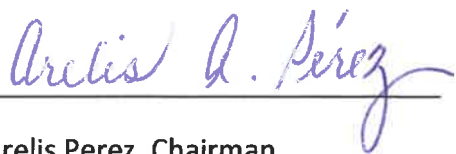
None.

XIV. Adjournment of Regular Session:

A motion was made by Ms. Perez and seconded by Ms. Evans to adjourn the regular monthly meeting of July 27, 2023. Robert Catlin, Victoria Evans, Theresa Keeler, James McFadden, and Arelis Perez voted for this motion. The motion was unanimously approved by a vote of 5-0. The Board adjourned the regular monthly meeting held on July 27, 2023 at 11:49 a.m.

XV. Executive Session:

None.



Arelis Perez, Chairman



Michelle Johnson, Executive Director