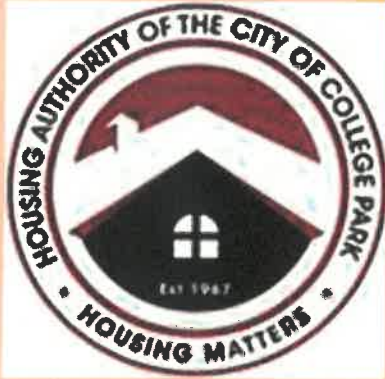


Housing Authority of the City of College Park



Board Minutes

Regular Monthly Meeting

Hybrid Meeting

July 28, 2022

Present:

Chairperson, Arelis Perez;
Vice Chairperson, Robert
Catlin;
Commissioners, Theresa
Keeler, Betsy Lynn, and James
McFadden;
Executive Director, Michelle
Johnson;
Property Manager, Cheryl
Gleason;
ROSS Coordinator, Mia Greene;
Residents of Attick Towers,
Jeffrey Anderson, Elizabeth
Norman, and Carl Patterson

I. Roll Call:

Ms. Perez opened the meeting at 10:03 a.m. All Commissioners were present.

II. Agenda Changes:

The Board reviewed/discussed the agenda of July 28, 2022. Ms. Perez noted that the executive director report will be discussed earlier than noted on the agenda. A motion was made by Ms. Perez



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and seconded by Mr. McFadden to approve the agenda, as submitted with the noted change in the lineup items. 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.

IV. Comments-Tenants and General Public:

None.

V. Chairman's Report:

None

VI. Executive Director's Report:

Ms. Johnson discussed various issues, i.e.

- Repositioning: Tested for asbestos, mold, and performed an evaluation on the electrical, plumbing, and structure of the building. The HACCP needs a 62.5% total development cost to qualify for obsolescence. Attick Towers received a score of 80.6%.
- Update CDBG: The Board reviewed/discussed the CDBG grant. The HACCP was awarded the grant for \$372,752.00.

(Elizabeth Norman joined the meeting at 10:14 a.m.)

- Property Updates: Storm damage, several trees came down, tree fell down on the HVAC unit (outside boiler), and the insurance deductible was 1% of \$15M.
- Repairing of piping on the first floor (working on for four months)
- Unit 101 - on August 1st will be totally cleaned out because of asbestos.

(Jeffrey Anderson entered the meeting at 10:20 a.m.)

- Value Assessment of Attick Towers (building and the land)

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- No covid-19 cases reported at Attick Towers this year

- Budget for the senior prom: A motion was made by Ms. Perez and seconded by Mr. McFadden to approve a budget of \$2,000 for the senior prom, to be paid from the resident funds. 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.

- National night out

Ms. Lynn presented the Board with two letters concerning her formal resignation as the resident commissioner of Attick Towers and the nonprofit housing coalition.

The Board presented Ms. Lynn with flowers, and thanked her for her service.

Ms. Gleason discussed property updates, i.e.:

- Staff insurance

- Leased two units (one resident passed away, one resident moved out, and fifteen units left to be leased)

- Landscape company took care of fallen trees

- Cameras scheduled to be installed in the lobby

- Costs solicited for cameras to be installed out front of the building

- Pest control

Ms. Greene discussed various issues, i.e.

- Gave a presentation of events and resident activities (covid vaccine clinic, national freeze pop day, meals on wheels, resident walks, arts and crafts, and bingo)

- Store bus trips and upcoming events

VII. Review and Approval of Financial Report:

The Board reviewed/discussed the Housing Authority financial reports (check registry, reconciliation

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summary, bank accounts, and unaudited accountant report) of June 30, 2022. A motion was made by Ms. Perez and seconded by Mr. Catlin to approve the financial reports of June 30, 2022, 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. Decision & Approval of Minutes from the Regular Monthly meeting held on June 23, 2022:

The Board reviewed/discussed the minutes from the regular monthly meeting held on June 23, 2022. A motion was made by Ms. Perez and seconded by Mr. Catlin to approve the regular monthly meeting minutes from June 23, 2022, 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.

IX. Old Business:

None.

X. New Business:

1) Approval of invoices over \$4,000:

- a. Chesapeake Insurance: An invoice was submitted for \$6,904.00 by Chesapeake Insurance.
- b. Home Depot: An invoice was submitted for purchases of \$6,527.99 by Home Depot.

A motion was made by Ms. Perez and seconded by Mr. Catlin to approve the invoices over \$4,000, 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.

XI. Resident Comments:

None.

XII. Commissioner Comment:

- Ms. Keeler thanked Ms. Lynn for her diligent, hard work for three years as the resident commissioner.
- There will be no meeting in August.

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XIII. Agenda items for the next meeting.... Next Meeting: September 22, 2022:

None.

XIV. Adjournment of Regular Session:

A motion was made by Ms. Perez and seconded by Ms. Lynn to adjourn the regular monthly meeting of July 28, 2022. Robert Catlin, Theresa Keeler, Betsy Lynn, 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 28, 2022 at 11:16 a.m.

XV. Executive Session:

None.



Arelis Perez, Chairman



Michelle Johnson, Executive Director

