

**Redevelopment Authority of Prince George's County
Board Meeting**

**Minutes of the Meeting, May 1, 2018 8:30 am
9200 Basil Court, 2nd Floor, Largo, MD 20774**

PRESENT

Board Members

Monty Cooper, Chair

David Harrington, Vice Chair

Ronnette Earle (Via Phone)

Erma Barron

John Tabori

Staff

Eric Brown

Steve Paul

Tanya Diggs

Shanez Turpin

Heather Walker

Ex- Officio Members and Officer

Thomas Himler, DCAO

Community Advisory Committee

None

Others

Isaac Marks, General Counsel

Roland Jones, Director, Office of Central Services

• **CALL TO ORDER:**

Chairman Cooper recognized a quorum and called the meeting to order at 8:35 am. He provided time for the Board to review the minutes from the April 2018 Board Meeting.

Mr. Himler reminded the Board of the requirements and steps that must be followed prior to the Board entering into executive session. Ms. Barron sought clarification regarding the procedures for entering an executive session when a matter arises during the course of the meeting that might

necessitate the Board going into executive session. Clarification was provided by the General Counsel.

There was also discussion about the use of a Consent Agenda for the meetings. Mr. Harrington suggested that the Board could use a consent agenda for its meetings and that it could include the minutes of the prior meeting, the Executive Directors and the Treasurer's reports. He indicated that an item could be removed from the consent agenda if a member of the Board was not ready to consider the item as part of the consent agenda. Chairman Cooper suggested having the minutes and the Executive Director's report placed as one motion and that the Treasurer's report has its own motion within a Consent Agenda, there were no objections to the suggestion.

After discussion, the Chairman entertained a motion to approve the minutes that was provided by Ms. Barron and seconded by Mr. Tabori. The minutes were approved unanimously, with one grammatical correction, for publication.

- **TREASURER'S REPORTS:**

Ms. Heather Walker gave an overview of the Treasurer's Report. She indicated that the Office of Finance was reconciling financial reports to ensure the correct placement of expenses and that she is working with the Office of Management and Budget to research historic records of revenue and expenses for each RDA project for reconciliation purposes.

There were questions posed about the agency's audit process. After discussion it was decided that Mr. Tabori would work with both Ms. Walker and Mr. Paul on completing the financial reports moving forward. The Chairman entertained a motion to approve the Treasurer's Report which was provided by Mr. Harrington and seconded by Mr. Tabori; the vote was unanimous to approve the Treasurer's Report.

- **SPECIAL PRESENTATION:**

Mr. Roland Jones, Director of the Office of Central Services gave a presentation to the Board. He provided handouts and gave an in depth discussion on the procurement policies and processes for doing business with Prince George's County. He also discussed the County's MBE requirements and the registration process for all new vendors. The presentation was followed by a question and answer session with the Board that included clarification of the definitions of county-based business and local-based business as well as responses to questions about the certification process, reason for certain businesses hesitancy to do business with the County and the role and impact of CB 115-2017.

- **OPEN DISCUSSION:** None
- **Q and A Session:** None outside of that during Mr. Jones' presentation.
- **REMARKS FROM THE CHAIRMAN AND BOARD MEMBERS:**

Chairman Cooper asked that the meeting agendas and minutes be placed on the RDA website. He also asked that the Board meeting packet be submitted for review at least one week prior to the scheduled meeting.

Future topics of discussion were suggested for upcoming meetings that include, the RFP submission criteria, the RDA's flexibility as it relates to the County's procurement policy, a briefing on the FY 2019 budget and the Chamber of Commerce's response to the County's procurement policy changes.

Mr. Tabori thanked Mr. Jones for his presentation and insightful information.

- **REMARKS FROM THE COMMUNITY ADVISORY COMMITTEE:** N/A
- **REMARKS FROM THE GENERAL PUBLIC:** None
- **ADJOURNMENT:**

Chairman Cooper entertained a motion to adjourn the meeting, which was provided by Mr. Harrington and seconded by Ms. Barron. The meeting adjourned at 10:10 am.