

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, July 22, 2024

Minutes

Present:

Commissioners: Chairwoman Yolanda Hawkins-Bautista
Vice Chair Euron Blackwell
Commissioner Brett Theodos
Commissioner Cherice Shannon
Commissioner Layton Wilson
Commissioner Regina Nadir
Commissioner W. Marshall Knight

Staff:

Jessica Anderson-Preston, Executive Director, HA
Dawnay Green, HCV Deputy Manager, HA
Carolyn Floyd, HCV Program Manager, HA
Jacqueline Massiah, Accounting Services Manager, HA
Crystal Harris, Director Property & Asset Management, HAD
Crystal Ford, Resident Services Manager, HAD
Michael Jackson, Sr. Project Manager, HAD
Dante Clark, Procurement & Compliance Manager, HA
Carrie Blackburn Riley-Legal Services
Mugure Crawford, Recorder, HA

Guest: DCAO Angie Rodgers, CEX

Location: The Wayne K. Curry Administration Building-1301 McCormick Drive
(Training Room 1174) Largo, Maryland 20774
Via GO-TO-MEETING Link
Dial In: 1-(866) 899-4679 **Access Code:** 819-222-557

Call to Order: Commissioner Marshall Knight called the meeting to order in person, at 5:38pm declaring a quorum with the following Commissioners present: Commissioner Cherice Shannon and Vice Chair Ron Blackwell. Commissioners Brett Theodos, Layton Wilson, Commissioner Regina Nadir and Chairwoman Yolanda Hawkins Bautista were present virtually.

Approval of Minutes: Commissioner Marshall Knight called for a motion to approve the June 24th, 2024 minutes. Commissioner Shannon motioned to approve the minutes and Commissioner Blackwell seconded the motion. The minutes were approved.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- Cottage City sustained a power outage on Sunday July 14, 2024 that affected the property and the AC units on the hottest days of the summer.
- Executive Director Preston updated the board on the coordinated effort and thanked staff for working diligently to get the power restored and the residents safely back in their units.
- Director Preston also acknowledged the unprecedented county-wide coordinated agency response from Emergency Management, OHS, DPWT, Dept. Health , Fire/EMS, DFS, Parks and Rec and several others.
- Director Anderson-Preston updated the board on open agency positions, continues to get them filled.
- No further comment or discussion was expressed by the board.

Housing Choice Voucher Program:

Housing Choice Voucher Division Deputy Manager, Dawnay Green presented the HCV report:

- No further discussion occurred with the Board.

Resident Fulfillment:

- No new updates currently for the Resident Fulfillment log

Housing Assistance Division:

Crystal Harris, Director of Property & Asset Management presented the HAD report as follows:

- There were no move-ins and no move-outs for the month of June 2024

PHA-wide

- Follow up discussion occurred with Commissioner Theodos regarding NSPIRE inspection scores and when does HA expect to receive the scores. Director Preston responded and due to the national rollout of the new process of NSPIRE HA still does not have a clear set date, however will provide the board with scores as soon as they are made available.

Occupancy/Recertification

- For June there were twenty one (21) re-certifications completed, fourteen (14) recertifications due, a total of (278) two-hundred seventy-eight recertifications, of those (209) were late with an 75% percentage of late recertifications. No admissions and no transfers. No eviction actions processed. There was no Criminal court appearance. There were no Landlord Tenant Court appearances.
- Ms. Harris presented the Vacancy Report for June reporting an overall occupancy rate of 95%.

Resident Services

Crystal Ford presented the Resident Services report for June 2024:

- No Further comment or questions were expressed by the Board

Development

Project Manager Michael Jackson presented the Development & Modernization report for June 2024:

- No Further comment or questions were expressed by the Board.

Financial Report

Accounting Services Manager, Jacqueline Massiah reported on key highlights for the month ending June 31, 2024:

- Follow up discussion occurred with the board regarding will there be a final report for end of the year using internal net position statement to report on expenses.

New Business

- Executive Director Jessica Anderson-Preston presented Resolution 1417, a resolution authorizing the Executive Director to execute a Contract Modification for Property Maintenance and Janitorial Services for the Housing Authority of Prince George's County. Commissioner Marshall Knight called for a motion to approve Resolution #1417. Commissioner Shannon motioned to approve resolution #1417 and Vice Chair Blackwell seconded the motion. Resolution #1417 was approved.
- Executive Director Jessica Anderson-Preston presented Resolution 1418 a resolution authorizing the Executive Director to execute a Contract with Kutak Rock for Bond Counsel for the Housing Authority of Prince George's County. Commissioner Marshall Knight called for a motion to approve Resolution #1418. Commissioner Theodos motioned to approve resolution #1418 and Commissioner Shannon seconded the motion. Resolution #1418 was approved.
- Executive Director Jessica Anderson-Preston presented resolution 1419, a resolution authorizing the issuance of not to exceed \$41,500,000.00 aggregate principal amount of the Housing Authority of Prince George's County Multi-Family Housing Revenue Bonds. Commissioner Vice Chair Blackwell called for a motion to approve Resolution #1419. Commissioner Shannon motioned to approve resolution #1419 and Commissioner

Theodos seconded the motion. Resolution #1419 was approved.

- Executive Director Jessica Anderson-Preston presented resolution 1420, a resolution approving the FY 2025 PHA Plan including Annual and Five-Year Plan, authorizing the Chairwoman to sign applicable documents, and authorizing the submission to the U.S. Department of Housing and Urban Development. Commissioner Marshall Knight called for a motion to approve Resolution #1420. Commissioner Shannon motioned to approve resolution #1420 and Vice Chair Blackwell seconded the motion. Resolution #1420 was approved.

Additional Board/Staff Comments:

- None

Public Comments:


- None

Adjournment:

- Commissioner W. Marshall Knight motioned to adjourn the public meeting by unanimous vote, the Board of Commissioners meeting adjourned at 6:45pm.

Attest/ Witness:

Margaret K. Craig



W. Marshall Knight
Commissioner



Jessica G. Anderson-Preston/
Executive Director/Secretary