



Redevelopment Authority of Prince George's County



BOARD OF DIRECTOR'S MEETING

June 4, 2024

9200 Basil Court

Largo, MD 20774

9:30 a.m.



Redevelopment Authority

of Prince George's County

BOARD OF DIRECTORS MEETING

June 4, 2024 - 9:30 a.m.

9200 Basil Court 2nd Floor Conference Rm

Largo, Maryland 20774

AGENDA

- I. Call to Order 9:30 a.m.
- II. Board Minutes Consent
 - A. Approval of Agenda: Minutes for April 2, 2024
 - B. Approval of Agenda: Minutes for May 7, 2024
- III. Executive Director's Report
- IV. Treasurer's Report
- V. Members Comments
- VI. Adjournment

**Upcoming Meeting:
Redevelopment Authority Tuesday,
July 2, 2024 @ 9:30 A.M**

REDEVELOPMENT AUTHORITY

March 05, 2024,

Attendees

In Person

BOARD MEMBERS PRESENT

Leon Bailey, Chairperson
Alicia Cotton-Doney, Vice Chair
Madye Henson-McCannon
Ameenah Capers
Erma Barron
Michelle Rice

EX-OFFICIO MEMBERS

Angie Rodgers, DCAO Economic Development
Aspasia Xypolia, Director – DHCD

STAFF PRESENT

Jacqueline West-Spencer, Executive Director
Gerald Konohia, Senior Manager
Benjamin Hobbs, Senior Manager
Andrea Anderson, Grants Manager
Anitra Robinson, Accountant
Sandra Dixon, Program Manager

GENERAL COUNSEL

Tiffany Releford

RECORDING SECRETARY

Lakeisha Smith

GUESTS/VISTORS PRESENT

N/A

I. **CALL TO ORDER – 9:08 A.M.**

The Redevelopment Authority meeting was held on Tuesday, March 5, 2024, in person . The meeting was open to the public with the event being published on the Redevelopment Authority’s website along with the meeting agenda. The meeting was called to order at 9:15 A.M by Vice Chair Alicia Cotton-Doney. A quorum was present.

II. **Housekeeping Matters**

- **Approval of Agenda**

A motion was made by Vice Chair Alicia Cotton-Doney and seconded by Ms. Madye Henson Mc-Cannon to accept the April 2, 2024, Agenda. The motion passed by a vote 5-0.

- **Approval of Minutes for March 05, 2024.**

A motion to approve the March 06, 2024, minutes was made by Vice Chair Alicia Cotton-Doney and seconded by Ms. Erma Barron. The motion passed by a vote 5-0.

- **Approval of Treasurer Report**

A motion was made by Ms. Madye Henson-McCannon and seconded by Ms. Erma Barron. The

motion passed by a vote 5-0.

- **Public Comments** - *No Public Comments were made.*
- **Closed Session Disclosures** -*No closed sessions were held.*

III. **Discussion Item/Action Item: Treasurer Report**

Accountant Anitra Robinson presented the RDA Financial report for the period of March 1, 2024, through March 31, 2024.

- Operating Budget monthly expenses: \$14,984
- Capital Improvement Budget monthly expenses: \$414,260

IV. **Discussion Item/Action Item: Director's Report**

Executive Director Jacqueline West-Spencer addressed the board and informed the board that the owner of Sunday Morning Coffee terminated their sub-leasing contract at the Suitland Town Square retail site due to delays in the building permits. Ms. West-Spencer informed the board that the RDA would be working with Commercial Realtors to find a tenant to sub-lease the available retail space.

- Suitland Federal center and Town Square Retail Kiosk contractor Corenic Construction is finalizing the contract to proceed construction.
- Block J Hotel and Parking Garage: A Request for Proposal will be released March 2024.
- Infrastructure for the Suitland Rd project received a \$2.5M Federal grant via MDOT to be leveraged with other County funds.
- Glenarden Hills: Phase 3 of units will be delivered in March with construction completion by July. 2024.
- Capital Heights 210 on the park: Meeting will be held with developers to discuss the project viability for mid-March.
- Commercial Property Improvement Program: Proposal Analysis Group (PAG) will be reviewing applicants for the CPIP grants.
- Community Impact Grant: Notice of Funding Availability (NOFA) 2024 will be issued in the Summer of 2024.

V. **MEMBER COMMENTS**

Board Member, Erma Barron addressed the board and questioned if the Suitland Retail space would be divided for two tenants to sub-lease. Ms. West-Spencer informed the board that due to the space of the site, that dividing the retail space would be an option. Vice Chair Alicia Cotton-Doney addressed the board and questioned if the RDA was working on a budget comparison report on project expenditures. Accountant Anitra Robinson informed the board that she is working on the report and is still gathering financial data to complete the report.

VI. **ADJOURNMENT**

A motion to adjourn the meeting of the Redevelopment Authority was made by Vice Chair Alicia Cotton-Doney and seconded by Board Members. The motion passed by a vote 5-0. The meeting was adjourned at 9:30 A.M

REDEVELOPMENT AUTHORITY

May 07, 2024, Attendees

In Person & Zoom

BOARD MEMBERS PRESENT

Leon Bailey, Chairperson
Alicia Cotton-Doney, Vice Chair
Madye Henson-McCannon
Ameenah Capers
Erma Barron
Michelle Rice via Zoom

EX-OFFICIO MEMBERS

Angie Rodgers, DCAO Economic Development **Not Present**
Aspasia Xypolia, Director – DHCD **Not Present**

STAFF PRESENT

Jacqueline West-Spencer, Executive Director
Patricia Omondi, Community Developer
Benjamin Hobbs, Senior Manager
Andrea Anderson, Grants Manager
Ashlee Green, Comm. Developer
Sandra Dixon, Program Manager

GENERAL COUNSEL

Kimberly Min via Zoom

RECORDING SECRETARY

Lakeisha Smith

GUESTS/VISITORS PRESENT

MaShawn Hall via Zoom
Tawanda Thomas via Zoom
Jim Chandler, Assistant Deputy Chief Administrative Officer

I. **CALL TO ORDER – 9:15 A.M.**

The Redevelopment Authority meeting was held on Tuesday, May 7, 2024, in person and via Zoom . The meeting was open to the public with the event being published on the Redevelopment Authority’s website along with the meeting agenda. The meeting was called to order at 9:15 A.M by Chairman Leon Bailey. A quorum was present.

II. **Housekeeping Matters**

- **Approval of Agenda**

A motion was made by Vice Chair Alicia Cotton-Doney and seconded by Board Member Ms. Erma Barron to accept the March 5, 2024, Agenda. The motion passed by a vote 6-0.

- **Approval of Minutes for April 02, 2024.**

An exception to the April’s Board report was made to reflect that the board meeting was held virtually as well as in-person. Board Member Ms. Erma Barron stated that the motions for the approval of the minutes were inaccurate, she stated that the report reflected the Chairman motioned April 2nd, 2024, agenda, and treasury report. A motion to approve April 02, 2024, will be made once the corrections has been updated, and discussed in the June 4th, 2024,

board meeting.

- **Approval of Treasurer Report**

A motion was made by Board Member Ms. Alicia Cotton-Doney and seconded by Board Member Ms. Ameenah Capers. The motion passed by a vote 6-0.

- **Public Comments** - *No Public Comments were made.*

- **Closed Session Disclosures** - *No closed sessions were held.*

III. **Discussion Item/Action Item: Treasurer Report**

Accountant Anitra Robinson presented the RDA Financial report for the period of April 1, 2024, through April 30, 2024.

- Operating Budget monthly expenses: \$81,423.
- Capital Improvement Budget monthly expenses: \$3,544,407.

IV. **Discussion Item/Action Item: Director's Report**

Executive Director Jacqueline West-Spencer addressed the board and informed the board that the RDA is working with DPIE for a special permit for the Town Square Retail Kiosk.

- Block J Hotel and Parking Garage: The RDA has retained the services of HVS Consulting Firm to update the Market Analysis for hotel and retail component.
- Infrastructure: Solicitation for infrastructure to occur in Q4 FY24
- 4524 Suitland Rd: The RDA will issue a commercial leasing/real estate advisory service for retail spaces at TSSFC in June 2024 to market and recruit tenants.
- Glenarden Hills: Lease is underway 4% LIHTC units projected to begin on 9% units after completion of construction in July/August 2024. Phase 4 projected completion of NVR lot acquisition Fall 2024 with construction completion of 77 market rate townhomes-Q2-2025.
- 210 on the Park: Project & financing gap discussions with the developer is being addressed.
- Addison Park: Entitlement process and submission of the preliminary Plan of division scheduled June 6th, 2024.
- RDA and Town of Capitol Heights are negotiating an MOU for the RDA to provide development services at a parcel located within .3 miles of the Capitol Heights Metro Station,
- Grand Slam Event is scheduled for June 26th, 2024, location, and time TBD.
- Grant Programs: CIP FY2024 NOFA will be issued Summer 2024. CIG submission packages for FY2024 due by May 29th, 2024.

V. **MEMBER COMMENTS**

Board Member, Erma Barron addressed the board and questioned the motion for April's 2nd 2024 board minutes, she stated that the report reflects the Chairman making all the motions which was inaccurate. Ms. West-Spencer informed the board that April 2nd, 2024, board minutes will be corrected. Chairman Leon Bailey inquired on the agreement plan for the Pepco project. Ms. West-Spencer stated that she will confirm if an agreement is on file, she informed the Board that the Pepco project is moving forward.

VI. **ADJOURNMENT**

A motion to adjourn the meeting of the Redevelopment Authority was made by Board Member Ms. Madye Henson and seconded by Ms. Erma Barron. The motion passed by a vote 6-0. The meeting was adjourned at 10:00 A.M