

**HOUSING AUTHORITY OF CALVERT COUNTY**  
480 Main Street, P O Box 2509, Prince Frederick, Maryland 20678  
410-535-5010 301-855-1350 [mail@calverthousing.org](mailto:mail@calverthousing.org) fax 410-535-4286

**ANNUAL GENERAL  
BOARD MEETING AGENDA  
March 27, 2019**

**COMMISSIONERS**

**Judy Hooker, Chairperson  
Maureen Hoffman, Vice Chair  
Barry P. Grier  
Harriet Gosset  
Leonard Winkler**

**STAFF**

**Shawn Kingston, Executive Director  
Rick Cox, Director of Operations  
Amy Crisp, Director of Rental Services  
Joyce Garza, Director of Finance**

1. Call to Order
2. Roll Call
3. Agenda Additions or Corrections
4. Minutes Corrections or Additions  
*February 27, 2019*
5. *Election of Officers*
6. Executive Briefing
7. Staff Reports
  - Finance Report
  - Rental Services Report
  - Operations Report
8. Public Comments
9. New Business
10. Adjournment
11. Executive Session

*Reasonable accommodation will be provided upon request.  
Requests are encouraged to be submitted in advance of the meeting date.*

*This agenda is subject to change and the times listed are approximate.  
If any items are added for consideration, they will be included on a revised agenda that will be issued prior to the closed session.*

*The dates and times of the Board meetings are posted on the Calvert County Bulletin Board.*

*For more information contact Sharon Shifflett @ 410-535-5010 ext. 300*

**BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF CALVERT COUNTY  
BOARD MEETING MINUTES  
February 27, 2019**

**CALL TO ORDER:** The meeting was called to order at 9:02 am, in the Conference Room of the Housing Authority.

**ROLL CALL:**

- **Commissioners Present:** Judy Hooker, Chairperson; Maureen Hoffman, Vice Chair; Barry Grier, Harriet Gosset and Leonard Winkler
- **Guest:** Jennifer Moreland, Director of Community Services
- **Staff Present:** Shawn Kingston, Executive Director; Amy Crisp, Director of Rental Services; Rick Cox, Director of Operations and Joyce Garza, Director of Finance

**AGENDA ADDITIONS OR CORRECTIONS:** None

**MINUTES ADDITIONS OR CORRECTIONS:** Commissioner Winkler motioned to approve the minutes and Commissioner Grier seconded. Motion carried 5 Ayes and 0 Nays.

**EXECUTIVE SUMMARY:**

- **Civil Rights Certifications**  
The forms were given to Chairperson Hooker to sign.
- **Section 8 Funding**  
Section 8 funding has been restored until October 31, 2019
- **Land Exchange**  
Investigating Freddie Mac's NON-LIHTC (Low Income Housing Tax Credit) Forward for development financing.  
Freddie Mac representatives are scheduled to tour our sites the week of March 11, 2019.  
Ms. Moreland has been passionately trying to facilitate the land exchange.
- **State of Maryland**  
Working with the state to develop funding for the Freddie Mac's NON-LIHTC Forward application fee.  
Low Income Housing Tax Credit: Qualified Allocation Plan for 2019 has bonus points for senior projects.  
Developing a plan for 2020 Calvert Pines I and Calvert Pines II for substantial rehabilitation or replacement.  
Scattered site: The Department of Housing and Community Development will allow Partnership Rental Housing Funds with NON-LIHTC Forward but not Rental Housing Works; unless we use State Bond funding.
- **Southern Pines II**  
The Pump Station – the contractor replaced the galvanized basket with a stainless steel basket at the contractor's expense.

- **Southern Pines I**

The LED parking light test was successful, therefore, two more lamps were replaced.

**STAFF REPORTS:**

- **Finance:** Joyce Garza, presented written report
- **Rental Services:** Amy Crisp, presented written report
- **Operations Report:** Richard Cox, presented written report

**PUBLIC COMMENTS:**

**NEW BUSINESS:** None

**ADJOURNMENT:** Commissioner Hoffman motioned to adjourn, Commissioner Winkler seconded. Motion carried 5 Ayes, 0 Nays. The meeting was adjourned at 9:30 am.

**EXECUTIVE SESSION:** Yes

Prepared By:

  
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Shawn Kingston