

**HOUSING AUTHORITY OF CALVERT COUNTY**  
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**BOARD MEETING AGENDA**  
**August 28, 2019**

**COMMISSIONERS**

**Judy Hooker, Chairperson**  
**Harriet Gosset, Vice Chair**  
**Maureen Hoffman**  
**Leonard Winkler**  
**Ricardo Pierack, Esq**

**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  
*July 24, 2019*
5. Motion to Approve Minutes
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  
July 24, 2019**

**CALL TO ORDER:** The meeting was called to order at 9:05 am, in the Conference Room of the Housing Authority.

**ROLL CALL:**

- **Commissioners Present:** Judy Hooker, Chairperson; Harriet Gosset, Vice Chair; Maureen Hoffman and Ricardo Piereck, Esq
- **Guest:** Jennifer Moreland, Director of Community Resources
- **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:** Yes

- Commissioner Piereck motioned to approve the corrected minutes and Commissioner Gosset seconded. Motion carried 4 Ayes and 0 Nays.

**EXECUTIVE SUMMARY:**

- **Low Income Housing Tax Credit (LIHTC)**

The State had a discussion group for 2020 QAP (Qualified Allocation Plan). Nine percent credit will probably be issued to projects for families with children.

- **EMaryland Market Place** – an online procurement system allowing vendors with easy access to State procurement information.

Attending training July 23.

- **Mason Property Exchange**

The County requires a discussion at a Board of County Commissioners meeting. The Mason properties won't perk. For now, we will hold on to the Mason property to see if the Comprehensive Plan comes through in order to get County sewage for the property. For now, we will ask the County for the Seagull property.

- **SB & Company**

Joyce and Shawn met with Christopher Lehman, CPA.

- **Maryland Affordable Housing Trust**

**Resolution HACC 2019-04** - The Board of Commissioners endorses the submittal of a grant application to the Maryland Affordable Housing Trust in an amount up to \$75,000 to support the rehabilitation and preservation of low income housing in Calvert County. A motion made by Commissioner Piereck, seconded by Commissioner Gossett that the Board of Commissioners adopt the forgoing resolution. Vote was 4 Ayes, 0 Nays, motion carried and the resolution adopted.

**STAFF REPORTS:**

- **Finance:** Joyce Garza presented written report.
- **Rental Services:** Amy Crisp presented written report. Bonnie O'Donnell was hired to replace Debbie Petschk who has replaced Eileen Weems.

- **Operations Report:** Richard Cox presented written report. Southern Pines I sprinklers went off to put out a fire. The tenant was moved to another apartment.

**PUBLIC COMMENTS:** None.

**NEW BUSINESS:** None

**ADJOURNMENT:** Commissioner Piereck motioned to adjourn, Commissioner Hoffman seconded. Motion carried 4 Ayes, 0 Nays. The meeting was adjourned at 10:01 a.m.

**EXECUTIVE SESSION:** Yes

Prepared By.

  
Shawn Kingston