

**HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY**

10400 Detrick Avenue  
Kensington, Maryland 20895  
(240) 627-9425

**Minutes**

April 4, 2018

18-04

The monthly meeting of the Housing Opportunities Commission of Montgomery County was conducted on Wednesday, April 4, 2018 at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:10 p.m. Those in attendance were:

**Present**

Jackie Simon, Chair  
Richard Y. Nelson, Jr., Vice Chair  
Edgar Rodriguez, Chair Pro Tem  
Margaret McFarland  
Linda Croom

**Absent**

Pamela Byrd

**Also Attending**

Stacy L. Spann, Executive Director  
Gail Willison  
Hieu Nguyen  
Clarence Landers  
Ethan Cohen  
Melody Stanford  
Rita Harris  
Zachary Marks  
Jim Atwell  
Pedro Martin  
Danielle Bridges  
Cornelia Kent  
Donna Downing  
Christina Autin  
Ian Hawkins

Nowelle Ghahhari, General Counsel  
Patrick Mattingly  
Belinda Bailey  
Shauna Sorrells  
Kayrine Brown  
Ellen Goff  
Lynn Hayes  
Bonnie Hodge  
Cathy Kramer  
Terri Fowler  
Nilou Razeghi  
Susan Smith  
Eugene Spencer  
Ian Williams  
Jennifer Arrington

**Resident Advisory Board**

Yvonne Caughman, Vice President

**Commission Support**

Patrice Birdsong

**IT Support**

Irma Rodriguez

Gabriel Taube

**Guest**

Belinda Bailey

Ingrid Goldstron

David Jeang

Patricia Kolesur

Bill Cook

Jim McGhee

The Consent Calendar was adopted upon a motion by Commissioner Croom and seconded by Vice Chair Nelson. Affirmative votes were cast by Commissioners Simon, Nelson, Rodriguez, McFarland, and Croom. Commissioner Byrd was necessarily absent and did not participate in the vote.

**I. CONSENT ITEMS**

**A. Approval of Minutes of March 7, 2018 regular meeting** - The minutes were approved as submitted.

**B. Approval of Minutes of March 7, 2018 Administrative Session** – The minutes were approved as submitted.

**II. INFORMATION EXCHANGE**

**A. Executive Director Report**

- Executive Director Spann reported that there was nothing additional to add to his written report.

**B. Commissioner Exchange**

- Vice Chair Nelson inquired whether materials were being provided to County Executive and County Council candidates in the event they may have questions or an opportunity to discuss any concerns they may have of HOC. Executive Director Spann reported that the Legislative and Public Affairs Office is working with County organizations in providing information to candidates.

**C. Resident Advisory Board**

- Yvonne Caughman, Vice President of the Resident Advisory Board reported that the Board is currently working with the Information and Technology (IT) on project for a website, and are continuing to have presentations from the individual HOC Departments.

**D. Community Forum**

Chair Simon informed each speaker a limit of 3-minutes. She read names of those who asked to address the Board. They were as follows on behalf of Macedonia Church:

- Marsha Coleman-Adebayo, Macedonia Baptist Church; Patricia Kolesar, President of Save Westbard; Laurel Hoa, SURJ; Jim McGhee, County Council Candidate (District 1); Bill Cook, County Council Candidate; Ingrid Goldstron

**III. ADMINISTRATIVE AND SPECIAL SESSION RATIFICATIONS**

**A. Ratification of Action Taken in Administrative Session on March 7, 2018 – Authorization to Acquire Three Limited Partner Interests; Authorization for Funding the Acquisitions; Authorization to Transfer Ownership of the Interests to Existing Sub-Entities**

The following resolution was adopted upon a motion by Vice Chair Nelson and seconded by Commissioner McFarland. Affirmative votes were cast by Commissioners Simon, Nelson, McFarland, and Croom. Commissioner Rodriguez abstained. Commissioner Byrd was necessarily absent and did not participate in the vote.

**RESOLUTION: 18-21R**

**RE: Authorization to Acquire Three Limited Partner Interests; Authorization for Funding the Acquisitions; Authorization to Transfer Ownership of the Interests to Existing Sub-Entities**

**WHEREAS**, the Housing Opportunities Commission of Montgomery County (“HOC” or “Commission”), a public body corporate and politic duly created, organized and existing under the laws of the State of Maryland, is authorized pursuant to the Housing Authorities Law, organized under Division II of the Housing and Community Development Article of the Annotated Code of Maryland (the “Act”), to carry out and effectuate the purpose of providing affordable housing including providing for the acquisition, construction, rehabilitation and/or permanent financing or refinancing (or a plan of financing) of rental housing properties which provide a public purpose; and

**WHEREAS**, at an Administrative Session duly called and held on March 7, 2018, with a quorum present, the Commission duly adopted Resolution 18-22AS, which authorized the acquisition of three limited partner interests in three existing partnerships, the funding for the acquisitions, and the transfer of those partner interests to an existing sub-entity.

**WHEREAS**, consistent with the Commission’s Amended and Restated Bylaws, the Commission wishes to ratify and affirm, in an open meeting with a quorum physically present, the action undertaken by the Commissioners in adopting Resolution 18-21R and any action taken since March 7, 2018 to effectuate the transaction contemplated therein.

**NOW, THEREFORE, BE IT RESOLVED** by the Housing Opportunities Commission of Montgomery County that Resolution 18-21R and any subsequent actions taken in relation thereto, are hereby ratified and affirmed.

**B. Ratification of Action Taken in Administrative Session on March 7, 2018 – Rescission of Approval to Transfer Purchase Agreement for Certain Real Property in Wheaton to a Newly Created Entity; Rescission of Approval to Admit New Member to the Newly Created Entity; Approval to Form a New Entity; Approval to Transfer Purchase Agreement for Certain Real Property to the New Entity; Approval to Admit New Member to the New Entity**

The following resolution was adopted upon a motion by Commissioner McFarland and seconded by Vice Chair Nelson. Affirmative votes were cast by Commissioners Simon, Nelson, McFarland, and Croom. Commissioner Rodriguez abstained. Commissioner Byrd was necessarily absent and did not participate in the vote.

**RESOLUTION: 18-22R**

**RE: Rescission of Approval to Transfer Purchase Agreement for Certain Real Property in Wheaton to a Newly Created Entity; Rescission of Approval to Admit New Member to the Newly Created Entity; Approval to Form a Different New Entity; Approval to Transfer Purchase Agreement for Certain Real Property to the New Entity; Approval to Admit New Member to the New Entity**

**WHEREAS**, the Housing Opportunities Commission of Montgomery County (“HOC” or “Commission”), a public body corporate and politic duly created, organized and existing under the laws of the State of Maryland, is authorized pursuant to the Housing Authorities Law, organized under Division II of the Housing and Community Development Article of the Annotated Code of Maryland (the “Act”), to carry out and effectuate the purpose of providing affordable housing including providing for the acquisition, construction, rehabilitation and/or permanent financing or refinancing (or a plan of financing) of rental housing properties which provide a public purpose; and

**WHEREAS**, at an Administrative Session duly called and held on March 7, 2018, with a quorum present, the Commission duly adopted Resolution 18-22AS, rescinding approval to transfer purchase agreement for certain real property in Wheaton to a newly created entity as well as approval to admit new member to the newly created entity, and approving formation of a different new entity, and the transfer of the purchase agreement for certain real property and admission of the new member to the new entity.

**WHEREAS**, consistent with the Commission’s Amended and Restated Bylaws, the Commission wishes to ratify and affirm, in an open meeting with a quorum physically present, the action undertaken by the Commissioners in adopting Resolution 18-22R and any action taken since March 7, 2018 to effectuate the transaction contemplated therein.

**NOW, THEREFORE, BE IT RESOLVED** by the Housing Opportunities Commission of Montgomery County that Resolution 18-22R and any subsequent actions taken in relation thereto, are hereby ratified and affirmed.

IV. **COMMITTEE REPORTS and RECOMMENDATIONS FOR ACTION**

A. **Legislative and Regulatory Committee – Com. Byrd, Chair**

1. **Authorization to Submit HOC’s Fiscal Year 2019 Annual Public Housing Agency Plan**

Ethan Cohen, Housing Program Coordinator, was the presenters.

The following resolution was adopted upon a motion by Commissioner Croom and seconded by Vice Chair Nelson. Affirmative votes were cast by Commissioners Simon, Nelson, Rodriguez, McFarland, and Croom. Commissioner Byrd was necessarily absent and did not participate in the vote.

**RESOLUTION: 18-23**

**RE: Authorization to Submit HOC’s  
Fiscal Year 2019 Annual  
Public Housing Agency Plan**

**WHEREAS**, the Housing Opportunities Commission of Montgomery County (“HOC”) seeks to implement the mandatory Annual and Five-Year PHA Plan requirements of the Quality Housing and Work Responsibility Act of 1998 (QHWRA); and

**WHEREAS**, the submission of the FY 2019 Annual PHA Plan was prepared in accordance with 24 CFR Part 903 regulations and requirements for submission to HUD; and

**WHEREAS**, HOC worked in collaboration with HOC’s Resident Advisory Board to obtain recommendations in the development of the proposed Annual PHA Plan Submission; and

**WHEREAS**, HOC obtained certification from local government officials that the proposed Annual PHA Plan Submission is consistent with the jurisdiction’s Consolidated Plan; and

**WHEREAS**, HOC will conduct a Public Hearing on April 4, 2018 to obtain public comments regarding the proposed Annual PHA Plan Submission; and

**WHEREAS**, HOC has considered all comments and recommendations received and has incorporated all relevant changes in the proposed Annual PHA Plan Submission.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Opportunities Commission of Montgomery County that it approves the FY 2019 Annual PHA Plan and its submission to HUD no later than April 17, 2018, as required by federal regulation.

**BE IT FURTHER RESOLVED** by the Housing Opportunities Commission of Montgomery County that the Executive Director is authorized and directed, without further action on its part, to take any and all other actions necessary and proper to carry out the activities contemplated herein.

**V. ITEMS REQUIRING DELIBERATION and/or ACTION**

**1. Presentation of the Executive Director's FY19 Recommended Budget**

Cornelia Kent, Chief Financial Officer, and Terri Fowler, Budget Officer, were the presenters. Executive Director Spann gave an introduction of the presentation. No action required.

**VI. FUTURE ACTION ITEMS**

**1. Approval of Structure, Cost of Issuance Budget, and Adoption of Series Resolution for 2018 Series A Single Family Mortgage Revenue Bonds for the Purpose of Issuing New Debt**

Kayrine Brown, Chief Investment and Real Estate Officer, was the presenters. Ms. Brown provided the Board with a brief update of what will be discussed in Development and Finance Committee scheduled for April 20, 2018. Action will be required at the May 2, 2018 Commission meeting in order to close bond issuance June 2018.

**VII. NEW BUSINESS**

**None**

**VIII. INFORMATION EXCHANGE**

Chair Simon announced that the County Executive has recommended to the Council a candidate to serve on the Housing Opportunities Commission Board. The Council is scheduled to conduct an interview on April 17, 2018.

Based upon this report and there being no further business to come before this session of the Commission, a motion was made by Vice Chair Nelson, seconded by Commissioner McFarland, and unanimously adopted to adjourn.

The open session adjourned at 5:25 p.m.

Respectfully submitted,

Stacy L. Spann  
Secretary-Treasurer

/pmb

**Approved: May 2, 2018**