

SCATTERED SITE TWO DEVELOPMENT CORPORATION MEETING

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

Minutes

June 9, 2021

21-001

Mr. Priest convened the annual meeting of the Scattered Site Two Development Corporation on Wednesday, June 9, 2021 at 4:29 p.m. via an online platform and teleconference, with moderator functions occurring at 10400 Detrick Avenue, Kensington, Maryland. Those in attendance were:

Present

Roy Priest, Chair
Frances Kelleher, Vice Chair
Richard Y. Nelson, Jr., Chair Pro Tem
Pamela Byrd
Linda Croom
Jeffrey Merkowitz
Jackie Simon

Also Attending

Stacy Spann, HOC Executive Director
Aisha Memon, HOC General Counsel
Timothy Goetzinger
Nicolas Deandreis
Charnita Jackson
Darcel Cox
Jennifer Arrington
Olutomi Adebo
Claudia Wilson
Jay Berkowitz
Millicent Anglin
Gio Kaviladze

Kayrine Brown, HOC Deputy Director
Christina Autin
Kristyn Greco
Fred Swan
Cornelia Kent
Renee Harris
Marcus Ervin
Terri Fowler
Eugenia Pascual
Hyunsuk Choi
Lyn Hayes
Nathan Bovelle

Development Corporation Support

Patrice Birdsong, Special Assistant

Prior to calling the meeting to order, Mr. Priest explained that development corporations are entities that are wholly-controlled by the Housing Opportunities Commission of Montgomery County (“HOC”) and own various HOC properties. For each development corporation, the Board of Directors is comprised of the HOC Commissioners and the officers are the same as the officers of the Commission. Mr. Priest also announced that the development corporations are being asked to approve electing the officers of the Commission as the officers of the Corporation; to approve their respective FY’22 Operating and Capital Budgets for the property owned by the corporation; and to authorize the Executive Director of HOC, or his designee, to execute documents that have been approved by the corporation.

Mr. Priest called to order the meeting of the Scattered Site Two Development Corporation to approve the single item on the agenda.

- **Scattered Site Two Development Corporation Annual Meeting: Election of Officers and Adoption of FY’22 Operating and Capital Budgets**

A motion was made by Richard Y. Nelson, Jr., to approve Resolution 21-001^{SS2}, and seconded by Frances Kelleher. Affirmative votes were cast by Roy Priest, Frances Kelleher, Richard Y. Nelson, Jr., Pamela Byrd, Linda Croom, Jeffrey Merkowitz, and Jackie Simon.

RESOLUTION NO.: 21-001^{SS2}

**RE: Scattered Site Two Development Corporation
Annual Meeting: Election of Officers and
Adoption of FY’22 Operating and Capital Budgets**

WHEREAS, the Scattered Site Two Development Corporation (the “Corporation”) is a wholly-controlled corporate instrumentality of the Housing Opportunities Commission of Montgomery County (“HOC” or the “Commission”);

WHEREAS, the Corporation’s Board of Directors is solely comprised of HOC Commissioners;

WHEREAS, the Corporation desires to elect the officers of the Commission as officers of the Corporation;

WHEREAS, the Corporation needs an annual budget that provides a sound financial and operating plan for operation of Scattered Site Two Apartments (the “Property”);

WHEREAS, the Corporation entered into an Asset Management Agreement with the Commission;

WHEREAS, by resolution at the April 23, 1997 Board of Directors meeting, the Corporation agreed to include the Property’s annual budget preparation, presentation, and approval process with the Commission’s budget process;

WHEREAS, the Corporation's FY'22 Operating and Capital Budgets were presented to the Commission's Budget, Finance and Audit Committee on May 11, 2021;

WHEREAS, the Corporation has reviewed and desires to approve the FY'22 Operating and Capital Budgets for the Property; and

WHEREAS, the Corporation desires to authorize the Executive Director of HOC, or his duly authorized designee, to execute any and all documents (including, without limitation, all deeds, mortgages, bonds, and contracts) that have been approved by the Corporation.

NOW, THEREFORE, BE IT RESOLVED by the Scattered Site Two Development Corporation that:

1. The officers of the Commission are elected as the officers of the Corporation.
2. The Corporation approves the FY'22 Operating and Capital Budgets for the Property.
3. The Executive Director of HOC, or his duly authorized designee, is authorized to execute any and all documents (including, without limitation, all deeds, mortgages, bonds, and contracts) that have been approved by the Corporation.
4. This resolution shall take effect immediately.

Based upon this report and there being no further business to come before this session, the meeting of the Scattered Site Two Development Corporation adjourned at 4:29 p.m.

Respectfully submitted,

Stacy L. Spann
Secretary-Treasurer
Scattered Site Two Development Corporation

/pmb

Approved: July 7, 2021