

The Housing Authority of Prince George's County, Maryland
Board of Commissioner's Meeting
Monday, January 27, 2025

Minutes

Present:

Commissioners: Chairwoman Yolanda Hawkins-Bautista
Vice Chair Euron Blackwell
Commissioner Brett Theodos
Commissioner Cherice Shannon
Commissioner Layton Wilson
Commissioner Regina Nadir
Commissioner W. Marshall Knight

Staff:

Jessica Anderson-Preston, Executive Director, HA
Carolyn Floyd, Director, HCV Program, HA
Jacqueline Massiah, Accounting Services Manager, HA
Crystal Harris, Director Property & Asset Management, HAD
Ray Nix, Consultant, Development & Modernization, HA
Jerry Zanelotti, Construction Manager, HAD
Crystal Ford, Client Services, HAD
Dante Clark, Procurement Officer, HA
Nicole Garrett, 504 Program Officer, HA
Charlene Wills, General Counsel, HA

Guest: DCAO Angie Rodgers, CEX

Location: **Via GO-TO-MEETING Link**
Dial In: 1-(866) 899-4679 **Access Code:** 819-222-557

Call to Order: Chairwoman Yolanda Hawkins-Bautista called the meeting to order in person at 5:42pm declaring a quorum with the following Commissioners present: Commissioner Marshall Knight, Commissioner Layton Wilson, Vice Chair Blackwell, Commissioner Regina Nadir, Commissioner Brett Theodos. Commissioner Cherice Shannon was present in person.

Approval of Minutes: Chairwoman Yolanda Hawkins-Bautista called for a motion to approve the December 18, 2024 minutes. Commissioner Wilson motioned to approve the minutes and Commissioner Shannon seconded the motion. The December board minutes were approved.

Reports by Executive Director:

- Executive Director Anderson-Preston provided the board with Agency-Wide updates for the Housing Authority.
- No further comment or discussion was expressed by the board.

Development

Development and Modernization Consultant, Ray Nix presented the Development & Modernization report for December 2024:

- Follow up discussion occurred with Chair Bautista regarding the closing out date of the Maryland CDA response. Mr. Nix responded and anticipates reporting further updates on the status of the response at the next board meeting.

Procurement Division:

- Procurement Officer Dante Clark provided agency-wide Procurement updates for the Housing Authority.
- No further comment or discussion was expressed by the board.

Housing Choice Voucher Program:

Director of HCVP Programs, Carolyn Floyd presented the HCV report for the month of December as follows:

- Follow up discussion occurred with Chair Bautista regarding HCVP tenant electronic and paper files.

Housing Assistance Division:

Crystal Harris, Director of Property & Asset Management presented the HAD report for the month of December as follows:

- There were no move-in and (1) move-outs for the month of December 2024

PHA-wide

- No further comment or discussion was expressed by the board.

Occupancy/Recertification

- For December there were thirteen (15) re-certifications completed, eleven (13) recertifications due. No new admission and no transfers. No eviction actions processed. There was no Criminal court appearance. There were no Landlord Tenant Court appearances.
- Ms. Harris presented the Vacancy Report for December reporting an overall occupancy rate of 95%.

Resident Services

Crystal Ford presented the Resident Services report for December 2024 as follows this month:

- No further discussion occurred with the Board.

Resident Fulfillment Log

- No new updates currently for the Resident Fulfillment log

Financial Report

Accounting Services Manager, Jacqueline Massiah reported on key highlights for the month ending December 31, 2024:

- No further comments or discussion occurred with the Board.

New Business

- None

Public Comments:

1. Avery Shivers-Maryland Legal Aid- Mr Shivers asked questions regarding the Cottage City redevelopment/repositioning project and the status of when the project will begin. Mr Shivers asked the question regarding relocation plan for Cottage City residents. Mr Shivers asked the question regarding the reposition of Cottage City and is it happening through the RAD program and has it received approval for RAD agreement. Are there any other repositioning options available for Housing Authority properties in Prince George's County? What is the status of the RAD application for the other HA properties? Lastly Mr Shivers asked the question are meeting recordings available to the public. Executive Director Preston addressed and replied to all of Mr Shivers questions regarding the Cottage City redevelopment project as well as posting of agency board meeting minutes.

Adjournment:

- Chairwoman Yolanda Hawkins Bautista motioned to adjourn the public meeting at 6:37pm to vote to go into closed session to discuss pending litigation. By unanimous vote, the Board of Commissioners meeting adjourned the public meeting at 6:38 p.m. At 6:39pm voting occurred to go into closed session, by unanimous vote the Board of Commissioners voted to go into closed session. The closed session started at 6:41pm. At 7:15pm Chair Yolanda Hawkins-Bautista motioned to adjourn the closed session and vote to open back the public meeting. By unanimous vote the Board of Commissioners adjourned the closed session. The Board voted unanimously to open back up the public session. Chair Yolanda Hawkins-Bautista then motioned to adjourn the public meeting at 7:16pm. By unanimous vote, the Board of Commissioners adjourned the public meeting at 7:17pm.

Attest/ Witness:





W. Marshall Knight
Commissioner


Jessica G. Anderson-Preston/
Executive Director/Secretary