

HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY

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

Minutes

December 4, 2013

The monthly meeting of the Housing Opportunities Commission of Montgomery County was conducted on Wednesday, December 4, 2013 at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:26 p.m. Those in attendance were:

Present

Roberto Piñero, Chair
Sally Roman, Vice Chair
Michael Kator, Chair Pro Tem
Jean Banks
Rick Edson
Pamela Lindstrom

Also Attending

Stacy Spann, Executive Director
Gail Willison
Kayrine Brown
Kathleen Flanagan, ^{RAB}
Sarah Sorensen, ^{Independence Now}
Jose Garcia
Jackie Ghunaim
Bobbie DaCosta
Vanvisa Sivali
Kitty McCoy
Eric Axelrod
Yolanda Jackson
Louis Chaney
Rita Harris
Ken Goldstraw
Dean Tyree
Susan Smith
Luz Francois
Raquel Mitchell
Lola Knight
Regina Mitchell
Nancy Scull
Emily Dorfman
Zachary Marks

Ken Tecler, Staff Counsel
Wilson Choi
Lorie Seals
Tara Whicker
Richard Hanks
Christopher Donald
Denise Flowers-Brooks,^{RAB}
Stewart Holbrook
Jim Atwell
Madera Clark
Maria Montero
Bonnie Hodge
Clarence Landers
Ed Parks
Carrie Smith
Michelle Ogunbode
Paul Vinciguerra
Scott Ellinwood
Fred Swan
Patricia Oliver
Eugene Spencer
Gina Smith
Arthur Owens

Commission Support

Patrice Birdsong, Spec. Asst. to Commission

IT Support

Dominique Laws
Nick Monaco

Prior to the convening of the Commission meeting, the 2013 Longevity Service Awards were presented to the following staff members:

30 Years of Service

Denise Sadler

25 Years of Service

Carol April
Diana Bird
Kitty McCoy-Butler
Angie Ross

20 Years of Service

Diane Freeman
Juan Garcia
Roger Hunter
Cathy Kramer
Nancy Scull

15 Years of Service

Eric Axelrod
Valerie Battle
Kayrine Brown
Joshua Gaskin
Lynn Hayes
Bonnie Hodge
Pamela Lawler
Dorothy Lee
Ed Parks
Sherraine Rawlins
Lorenzo Rivero
Vanvisa Sivali
Hugo Trotman
Paige Walsh

10 Years of Service

Jose Calderon
Ken Goldstraw
Daniel Hardnick
Ignacio Hernandez
Grace Hooper

5 Years of Service

Shayna Anderson
Nancy Calhoun
Jonathan Cartagena
Luz Francois
Rebecca Grayson
Deirdre Harris
Ahmed Jalloh
Yolanda Joya
Veronica Martin
Luis Montoya
Mytice Nearson
Lillian Ofosu
Sophia Pryce
Jason Quigley
Augusta Sannoh
Olga Schans
Charlene Williams
Jerry Williams
Lynville Wyse
Hiwote Yohannes

2013 Retirees

Susan Krimer

Chair Piñero convened the monthly meeting of the Housing Opportunities Commission at 4:26 p.m.

The Consent Calendar was adopted upon a motion by Vice Chair Roman and seconded by Commissioner Banks. Affirmative votes were cast by Commissioners Piñero, Roman, Kator, Banks, and Edson. Commissioner Lindstrom was temporarily away and did not participate in the vote.

I. CONSENT ITEMS

A. Approval of Minutes

- **Approval of Minutes of Regular Meeting of November 6, 2013** – The minutes were approved as submitted.

B. Adoption of Retirement Resolution for Susan Krimer – The following resolution was approved.

RESOLUTION: 13-115

**RE: Adoption of Retirement
Resolution for Susan Krimer**

WHEREAS, the Housing Opportunities Commission of Montgomery County is indebted to Susan Krimer for 15 years of loyal service and dedication to the Agency and to the citizens of Montgomery County; and

WHEREAS, Susan began her career with HOC in 1998 as Assistant Public Affairs Officer; and

WHEREAS, in 1999, Susan established the Housing Resource Service to improve the Agency's customer service delivery and in this venture launched the HOC website, created a customer service database and began a daily events calendar. She managed the Housing Resource Service for several years and provided oversight of the Kensington reception desk. Susan also was helpful in expanded media interest in HOC programs and initiatives which lead to greater media coverage of HOC events. In 2006, she was instrumental in publicizing the opening of the Housing Choice Voucher and Public Housing waiting lists. In 2007, Susan assumed management of a new Community Advisory Board; and

WHEREAS, Susan's management of media relations, community relations and event planning programs earned her the respect of colleagues and contributed to the mission and goals of the Housing Opportunities Commission; and

WHEREAS, Susan earned numerous employee awards as a result of her contributions to the success of HOC's legislative initiatives and special events. She was recognized for her skills in writing speeches, preparing presentations and marketing materials including a Housing Choice Voucher Program highlights video, and her work with Housing Day in Annapolis. In 2003, Susan received the prestigious Montgomery's Best Honor Award for County Partnerships.

She was also recognized for her dedication and teamwork in planning and producing a Housing Forum with a legislative work group. Susan was also instrumental in implementing and coordinating the reopening of Montgomery Arms in 2006. She engaged the Art Deco Society and the Historical Society in the event, reflecting a 1940's theme with period costumes, music and an antique car. Her leadership and creativity set a new standard for HOC celebrations.

NOW, THEREFORE, BE IT RESOLVED that the Housing Opportunities Commission of Montgomery County expresses sincere thanks and appreciation to Susan for her many contributions and wishes her good health and happiness in her retirement.

C. Approval of New Participating Lenders for the Single Family Mortgage Purchase Program – The following resolution was approved.

RESOLUTION: 13-116

RE: Approval of New Participating Lenders for The Single Family Mortgage Purchase Program

WHEREAS, the Housing Opportunities Commission of Montgomery approves lenders to participate in the Mortgage Purchase Program; and

WHEREAS, such participation is continuous and for multiple programs; and

WHEREAS, the Commission has approved an ongoing process for adding new lenders to the Mortgage Purchase Program; and

WHEREAS, Bay Capital Mortgage Corp., Embrace Home Loans and Peoples Home Mortgage, a division of Peoples Bank, have applied for participation in the Mortgage Purchase Program; and

WHEREAS, Bay Capital Mortgage Corp., Embrace Home Loans and Peoples Home Mortgage, a division of Peoples Bank, have satisfied the required criteria for admittance to the Mortgage Purchase Program.

NOW, THEREFORE, BE IT RESOLVED by the Housing Opportunities Commission of Montgomery County that Bay Capital Mortgage Corp., Embrace Home Loans and Peoples Home Mortgage, a division of Peoples Bank, are approved for participation in the Mortgage Purchase Program, effective immediately.

II. INFORMATION EXCHANGE

A. Report of the Executive Director – Mr. Spann reported that prior to the Thanksgiving Holiday he and staff from the Resident Services Division, Stephanie

Semones, Jonathan Cartagena and Brian Selden, attended the Bullis School to assist families in putting together gift basket to distribute to HOC families the holiday.

- B. Commissioner Exchange** – Commissioner Banks shared that the County Executive Isiah Leggett attended the Resident Advisory Board’s Holiday Dinner Meeting on November 18, 2013. Mr. Fred Swan, Director of Resident Services was also in attendance. The RAB had an opportunity for Q & A with Mr. Leggett and Mr. Swan.
- C. Resident Advisory Board** – Denise Flowers-Brooks extended appreciation to Kayrine Brown and Zachary Marks for attending the RAB and presenting information on the Resident Advisory Demonstration.
- D. Community Forum** – Kathleen Flanagan, Resident who participates in the Supportive Housing Program, addressed the Board regarding the new HUD Rules. Because of the lower FMRs it’s difficult in find housing.

Sarah Sorensen, Executive Director of Independence Now, addressed the Board regarding an opportunity for bridge subsidy housing to assist people with disabilities who are now living in nursing facilities and wish to live independently. Executive Director Spann explained that there are other agencies funded by the state that are better equipped to handle this particular program.

- E. Status Report** – None

III. COMMITTEE REPORTS and RECOMMENDATIONS FOR ACTION

A. Development and Finance Committee – Commissioner Lindstrom, Chair

- 1. Approval to Accept DHMH FY14 Grant Funding and Borrow Pre-development Funding for the Acquisition of Two Homes for use and Operation by Jubilee Association of Maryland, Inc.**

Kayrine Brown, Director of Mortgage Finance/Real Estate Development and Jay Shepherd, Senior Financial Analyst, requested the Boards authorization to accept FY14 grant funding from the Maryland Department of Health and Mental Hygiene and to obtain approval of a loan from the revolving Opportunity Housing Development Fund for pre-acquisition funding.

Chair Piñero asked that when considering a house staff conduct an analysis to make sure that there is not an over concentration of group homes in certain areas of the County.

The following resolution was adopted upon a motion by Commissioner Lindstrom and seconded by Commissioner Edson. Affirmative votes were cast by Commissioners Piñero, Roman, Kator, Banks, Lindstrom and Edson.

RESOLUTION NO: 13-117

**RE: Approval to Accept DHMH
FY14 Grant Funding and
Borrow Pre-Development
Funding for the Acquisition
of Two Homes for Use and
Operation by Jubilee
Association of Maryland,
Inc.**

WHEREAS, the Housing Opportunities Commission of Montgomery County (HOC) is the recipient of a FY14 grant from the Maryland Department of Health and Mental Hygiene (DHMH) Administration-Sponsored Capital Program; and

WHEREAS, the grant award of up to \$835,000 or 75% of the estimated project costs is to be used for the purchase and renovation of two single family ranch-type homes that would each house three low income, developmentally disabled adults and one live-on aide employed by Jubilee Association of Maryland, Inc. (Jubilee); and

WHEREAS, as a condition of accepting the award from DHMH, HOC must obtain a firm commitment from Montgomery County Department of Housing and Community Affairs (DHCA) for the required 25% match of up to \$278,306; and

WHEREAS, with the funding from the grant from DHMH and DHCA, HOC will acquire and renovate the units and serve as owner/landlord and will provide three efficiency project-based vouchers for each home; and

WHEREAS, Jubilee will serve as principal partner agency and service provider.

NOW, THEREFORE, BE IT RESOLVED by the Housing Opportunities Commission of Montgomery County that:

1. The Executive Director is authorized to accept a grant award of up to \$835,000 from DHMH for the purpose of acquiring and renovating two single family homes to serve developmentally disabled residents and is further authorized to execute any and all necessary documents in connection with obtaining and closing on such funding; and
2. The Executive Director is authorized to pursue a firm commitment and thereafter accept required matching funds and any bridge loans from DHCA for the same purpose and is further authorized to execute any and all necessary documents in connection with obtaining or closing such financing.
3. The Commission authorizes the use up to a maximum of \$45,000 from the Opportunity Housing Development Fund for pre-development financing to be repaid upon closing on approved acquisitions.

IV. FUTURE ACTION ITEMS

None

V. INFORMATION EXCHANGE (CONT'D)

None

VI. NEW BUSINESS

None

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

The meeting adjourned at 5:12 p.m.

Respectfully submitted,

Stacy L. Spann
Secretary-Treasurer

/pmb