



H. A. W. C.

Housing Authority of Washington County
319 East Antietam Street, 2nd Floor
P. O. Box 2944, Hagerstown, Maryland 21741-2944
Telephone/TTY: 301-791-3168
FAX: 301-791-2755
www.hawcmd.org or www.facebook.com/hawcmd.org

Richard S. Keesecker
Board Chair

Tracy Salvagno
Board Vice Chair

James W. Brown
Board Member

Judith E. Ferro
Board Member

Mark Goldsmith
Board Member

Tim O'Rourke
Board Member

Vacancy
Board Member

Richard Willson
Executive Director

December 9, 2010
319 E. Antietam Street, 2nd Floor
Hagerstown, MD
Chair, Richard Keesecker

Members Present:

Richard Keesecker
Tracy Salvagno
Judith Ferro
James Brown
Tim O'Rourke
Mark Goldsmith

Others Present:

Ruth Ann Callaham, County Commissioner
Richard Willson, Executive Director
Teddi Garrison, Executive Assistant

- I. Welcome and Introductions - Richard Keesecker welcomed County Commissioner, Ruth Anne Callaham, and expressed the agency's pleasure that she had been assigned as liaison to HAWC.
- II. Review of Agenda - The agenda was approved as presented.
- III. Consent Agenda - The following items were unanimously approved under Consent Agenda:
 - A. Minutes of the November 18, 2010 Board Meeting
 - B. Resolution 2010-20, 2011 Holiday Schedule

WHEREAS, the Housing Authority of Washington County Maryland has determined that adoption of a schedule of paid holidays for its employees that matches the schedule adopted by the Board of County Commissioners honors the public trust placed in the organization by the general public and the County, State and Federal funding agencies and officials;
NOW THEREFORE BE IT RESOLVED THAT the Board hereby adopts the following schedule of holidays for calendar year 2011:



Opening doors to housing opportunity since 1978

New Year's Day	Saturday, January 1, 2011 (Observed Friday, December 31, 2010)
Martin Luther King Jr. Day	Monday, January 17
Good Friday	Friday, April 22
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Veteran's Day	Friday, November 11
Thanksgiving Day	Thursday, November 24
Day After Thanksgiving	Friday, November 25
Christmas Eve	Saturday, December 24 (Observed Friday, December 23)
Christmas Day	Sunday, December 25 (Observed Monday, December 26)
New Year's Eve	Saturday, December 31, 2011 (Observed Friday, December 30, 2011)

C. Resolution 2010-21, Schedule of Meetings for 2011:

WHEREAS, the bylaws of the Housing Authority of Washington County provide for regular monthly meetings on the second Thursday of each month at 3:00 p.m.; and

WHEREAS, the said bylaws also empower the Authority to set special meetings and times as may from time to time be selected by the Commissioners;

WHEREAS, the Commissioners desire to continue the practice of meeting with the residents of apartment communities owned and operated by the Authority, and the practice of holding meetings following the end of a calendar quarter a week later to allow for timely financial reporting;

NOW THEREFORE BE IT RESOLVED THAT the Board hereby adopts the following meeting schedule for calendar year 2011:

Date	Time	Location
January 20, 2011	3:30 p.m.	319 E Antietam St., Hagerstown, MD 21740
February 11, 2011	12:30 p.m.	Community Building, Parkview Knoll, Williamsport, MD
March 10, 2011	3:30 p.m.	319 E Antietam St., Hagerstown, MD 21740
April 21, 2011	12:30 p.m.	Community Building, Schoolhouse Manor, Boonsboro, MD
May 12, 2011	3:30 p.m.	319 E Antietam St., Hagerstown, MD 21740
June 9, 2011	12:30 p.m.	Community Building, Blue Mountain Estates, Smithsburg, MD

Date	Time	Location
July 21 , 2011	3:30 p.m.	319 E Antietam St., Hagerstown, MD 21740
August, 2011		No meeting
September 8, 2011	12:30 p.m.	Monterey House, Hancock, MD
October 20, 2011	3:30 p.m.	319 E Antietam St., Hagerstown, MD 21740
November 17, 2011	12:30 p.m.	Francis Murphy Senior Apartments, 20014 Ropebark Way, Hagerstown, MD
December 8, 2011	3:30 p.m.	319 E Antietam St., Hagerstown, MD 21740

IV. Staff Reports

- A. Review of Annual Report - Richard Willson reported that pursuant to the Board's Strategic Plan, he had sent a draft of the Annual Report to all Commissioners for review. He explained that HAWC had never prepared an Annual Report for themselves or the County Commissioners. Greg Murray, County Administrator had suggested that January, 2011, would be a good time to present the Annual Report to the County Commissioners. In discussion the conversation provided Mr. Willson a number of suggestions on things to emphasize in his upcoming presentation.

County Commissioner Callaham explained a card system she had used in which each County Commissioner would have a reference card for each County agency detailing their history, mission, vision and other information.

- B. Tenant Comments - The Board discussed the various tenant comments that were made at the Board's November meeting. The Board agreed that concerns and questions should come to the Board only after being presented first to the property manager, and then, only after being appealed to the Executive Director, and that several of the tenants comments made at the recent meeting had not followed this pattern. Board members agreed that it was easier to respond to questions submitted in writing, but that all questions, whether written or verbal should be responded to with a letter from the Board President.
- C. Conversion - Mr. Willson reported that HAWC is scheduled to meet with the County Commissioners on December 14 to request County support of the plan to convert public housing assistance to section 8 vouchers. He added that Maryland Association of Housing and Redevelopment Agency (MAHRA) training, he learned of some additional conversion information which may need to be considered by the Housing Subcommittee.
- D. Blue Mountain Expansion (BME) - Mr. Willson reported that he had sent preliminary financials to Interfaith Housing Alliance inviting them to consider partnering with us on this project. He indicated that Interfaith has experience bringing tax credits to a deal. If at all possible, a local developer would be used.
- E. Not-for-Profit - BME will be used as a business model. Mr. Willson noted that to project a budget for the IRS application, IRS requires a more robust proposal for development than was required on non-profit applications ten years ago. Mr. Keesecker added that the best time to apply for a 501(c)(3) is during the first or second year of business.

F. NCI Savings Plan - The Federal Neighborhood Stabilization Program dollars are administered by the State of Maryland, through their Neighborhood Conservation Initiative - (NCI). The NCI grant stipulated that the houses purchased had to be foreclosures. Through the grant HAWC purchased four houses which were leased to families earning less than 50% of the local median income. The state has been encouraging the discounting of sale prices to make the homes more affordable for the residents. Instead of cutting the sales price, HAWC has been considering the idea of offering a savings incentive plan. An escrow account would be created, and sales price reduction "credits" would be awarded. However, HAWC was recently notified when it received the County's first draft of a Deed of Trust and Note for the NCI properties, that the State has told the County to consider the original sales price to be the "value" of the home. It was the consensus of the Board that Mr. Willson was on the right track and should continue working with the State and the County to work out the language of the Deed of Trust so that a savings incentive plan can be adopted for families in the NCI program

The public meeting was adjourned at 5:15 PM, and the Board went into Executive Session to discussion land acquisition issues.

Respectfully submitted,

Teddi Garrison
Executive Assistant