

THE OAKS AT FOUR CORNERS 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 Development Corporations on Wednesday, June 9, 2021 at 4:32 p.m. via an online platform and teleconference, with moderator functions occurring at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:32 p.m. 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
Nathan Bovellev

Kayrine Brown, HOC Deputy Director
Christina Autin
Kristyn Greco
Fred Swan
Cornelia Kent
Renee Harris
Marcus Ervin
Terri Fowler
Eugenia Pascual
Hyunsuk Choi
Lynn Hayes
Ian Hawkins
Nilou Razeghi

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. Finally, The Oaks at Four Corners Development Corporation is also being asked to consider a request to renew the property management agreement for the property.

Mr. Priest called to order the meeting of The Oaks at Four Corners Development Corporation to approve two items on the agenda.

- **Oaks at Four Corners 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_{OC}, and seconded by Jackie Simon. Affirmative votes were cast by Roy Priest, Frances Kelleher, Richard Y. Nelson, Jr., Pamela Byrd, Linda Croom, Jeffrey Merkwowitz, and Jackie Simon.

RESOLUTION NO.: 21-001_{OC}

RE: Oaks at Four Corners Development Corporation Annual Meeting: Election of Officers and Adoption of FY’22 Operating and Capital Budgets

WHEREAS, the Oaks at Four Corners 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 Oaks at Four Corners 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 Oaks at Four Corners 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.

- **Approval to Renew Property Management Contract for Oaks at Four Corners Development Corporation**

Jay Berkowitz, Asset Manager, provided a presentation requesting the renewal of the property management contract.

A motion was made by Jackie Simon to approve Resolution 21-002_{oc}, and seconded by Richard Y. Nelson, Jr. Affirmative votes were cast by Roy Priest, Frances Kelleher, Richard Y. Nelson, Jr., Pamela Byrd, Linda Croom, Jeffrey Merkowitz, and Jackie Simon.

RESOLUTION NO.: 21-002_{oc}

RE: Approval to Renew Property Management Contract for Oaks at Four Corners Development Corporation

WHEREAS, Oaks at Four Corners Development Corporation owns the development known as Oaks at Four Corners located in Silver Spring, Maryland (the "Property"); and

WHEREAS, staff desires to renew the current property management contract at the Property for one (1) year with Edgewood Management.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Oaks at Four Corners Development Corporation that the Executive Director of the Housing Opportunities Commission of Montgomery County is hereby authorized and directed to execute a one (1) year renewal of the property management contact at the Property.

BE IT FURTHER RESOLVED by the Board of Directors of Oaks at Four Corners Development Corporation that the Executive Director of the Housing Opportunities Commission of Montgomery County, or his designee, is hereby authorized and directed, without any further action on its part, to take any and all other actions necessary and proper to carry out the transactions contemplated herein, including the execution of any documents related thereto.

Based upon this report and there being no further business to come before this session, the meeting of The Oaks at Four Corners Development Corporation adjourned at 4:37 p.m.

Respectfully submitted,

Stacy L. Spann
Secretary-Treasurer
The Oaks at Four Corners Development Corporation

/pmb

Approved: July 7, 2021