

HOUSING AUTHORITY OF THE CITY OF ANNAPOLIS
Board of Commissioners Monthly Meeting

In-Person: Pip Moyer Recreation Center

Tuesday, September 23, 2025 – 4:30 pm

Agenda

- I. Call to Order/Roll Call
- II. Approval of Minutes
 - August 26, 2025 - Open Meeting Minutes
- III. Chairman's Report – Craig Coates
- IV. Executive Director Report – Melissa Maddox-Evans
 - Finance Report – Marisa Stanley
 - Operations Report – Vernell Gibson-Caudle
 - Development Report – Aseem Nigam
 - Residential Services Report – Bridget McLaughlin
- V. New Business
 - None
- VI. Public Comments
 - Elected Official's Comments
 - Resident Advisory Board Comments
 - Resident Council Comments
 - General Public Comments
- VII. Next Meeting Date – Tuesday, October 28, 2025 - In-person at Pip Moyer Recreation Center
- VIII. Adjourn Meeting

HOUSING AUTHORITY OF THE CITY OF ANNAPOLIS
Board of Commissioners Meeting Minutes
273 Hilltop Lane, Annapolis, MD 21403

Tuesday, August 26, 2025 – 4:30 pm

I. Call to Order

The meeting was called to order by Chairperson Coates at 4:30 pm.

Present: Bishop Craig Coates, Patrick Sheridan, Jackie Wells, Henrietta Webb-Herbert, Kimberlee Cornett, Arthur Edwards, Jr, Melissa Maddox-Evans

Not present:

II. Approval of the Minutes

July 2025 Open Meeting

Motion for approval by Comm'r Wells, seconded by Comm'r Sheridan. Unanimous approval.

III. Chairperson's Report (Bishop Craig Coates)

Chairperson Coates shares his open statement, highlighting back to school and entering fall. Encouraging all to continue to encourage the youth and care for mental health. Reiterating the importance of staying in contact with local schools. Chairperson Coates shares that he has had the great opportunity to meet with Dr. Bidell who will be attending upcoming sessions to share that great progress that has occurred in children's education gap closing and having great systemic turnaround. Chairperson Coates acknowledges the volunteers, parents, all who have poured and gave back to the youth during the summer.

IV. Executive Director Report (Exec. Dir. Maddox-Evans)

Exec. Dir. Maddox-Evans highlights upcoming events such as the Eastport Civic Association, Candidates Forum partnership in the next week at the Eastport Community Center. Regarding the overall housing budget, Exec. Dir. Maddox-Evans shares that it is still undecided on the federal and congressional landscapes. Federal Budget is anticipated to be decided by October 1st and if not, to look forward to a Continuing Resolution. In hopes that an agreement will come soon. It is clear that budget cuts will be established, including an 11% cut in the Public Housing Operating budget. Exec. Dir. Maddox-Evans informs that through continuous discussions with HUD regarding HCV shortfall status, HACA will not be issuing any additional housing choice vouchers until some time next year. Comm'r Cornett asks if we can send and do we send a memo to local stakeholders about future implications as they too are strategizing budget cuts. Exec. Dir. Maddox-Evans informs that letters are currently being generated to be distributed to all elected officials, government partners, property owners and participating landlords. Participating residents will also receive informed letters explaining there will be delays in HAP Payments and what the future months may entail. Exec. Dir. Maddox-Evans expresses the funding delays are nationwide. Exec. Dir. Maddox-Evans shares that transparency throughout the uncertainty with the current governmental status is a priority. Comm'r Sheridan acknowledges and congratulates HACA for being 100% licensed for Robinwood and Bloomsbury Square. Comm'r Sheridan acknowledges the Robinwood resident meetings that have been held. Exec. Dir. Maddox-Evans shares for that past several months there have been resident meetings at each property to have open dialogue with HACA residents to discuss any feedback and have had a good

turnout. Exec. Dir. Maddox-Evans informs that HACA is waiting to hear back from the State regarding the Robinwood applications submitted to move forward with redevelopment. Chairperson Coates highlights the rigorous work that HACA staff and Executive team completed with HUD representatives. Comm'r Edwards states meeting with HUD staff was a positive experience. Stating the HUD staff are looking for ways to assist HACA, providing constructive feedback on how to increase and navigate the organization throughout uncertain changes. Chairperson Coates shares that the second visit day had a focus on logistical components that presented a lot of shortfalls on HUDs behalf and very proud of Exec. Dir. Maddox-Evans, CFO Marisa Stanley, and Asset Management Contractor Vernell Gibson-Caudle for being transparent and refusing to walk away from the table without being heard. Sharing that the financial presentations were very thorough and the HACA needs were well represented by all participants during these volatile conversations with HUD. Exec. Dir. Maddox-Evans shares that a Recovery Agreement will be negotiated with HUD and other training courses such as ethics will be held to better the organization. Exec. Dir. Maddox-Evans welcomes the Harbour House/Eastport Terrace development partners Kirk Goodrich and Nicole Lockett from Genesis and Monadnock Development Groups. Exec. Dir. Maddox-Evans informs that resident meetings will be forthcoming to introduce development groups to HACA's residents and neighboring communities.

Genesis and Monadnock Development groups provide an overview of the logistical process of redevelopment for Harbour House and Eastport Terrace. Sharing gratitude for the great partnership with HACA and Exec. Dir. Maddox-Evans throughout this project.

V. Finance Report (Marisa Stanley)

Marisa Stanley informs that each year after year end, there is an unaudited FDS (Financial Data Schedule) that is due to HUD, 2 months after year end. HACA's fiscal year ends June 30, 2025, and FDS report is due August 31st, 2025. Marisa Stanley shares that the unaudited FDS report is on track for a timely submission. This process is assisted by BDO, which is HACA's fee accountant. Informing once the FDS report is submitted, an update will be provided to the Board. Marisa Stanley shares the next reporting deadline is 9 months from year end to submit the audited FDS report, which too is on track for submission. Sharing all reporting requirements is up to date. Comm'r Edwards asks if she reports the PIC scores as well, Marisa Stanley informs she does not. Comm'r Cornett offers suggestions to log every reporting requirement to the Board, that may assist in continuous reporting times.

VI. Operations Report (Vernell Gibson-Caudle)

Vernell Gibson-Caudle shares an updated operations report presenting the 84 vacant units, 541 licensed units which calculate 90% occupancy rate. Vernell Gibson-Caudle shares that Robinwood is 85.42%, Bloomsbury Square is 100%, Eastport Terrace is 98.81% - with only one vacant unit that is preleased, Harbour House is 76.75% occupied. Leading a 90% overall occupancy rate. Vernell Gibson-Caudle shares the move in progress for the month of July, 6 families moved into Harbour House, 3 families moved into Robinwood. There are 120 eligible families from the waitlist who have been screened and vetted through continuous partnership with Quadel and looking to fill the 84 vacancies as soon as possible. Regarding rent collection, Harbour House stands at 51%, Eastport Terrace at 52%, Robinwood at 36% and Bloomsbury at 59% rent collected. Sharing the rent collection in totality is at a rate of 62% including past and current rent payments submitted. Prior to that, in May, it was 53% - showing an increase of 16.6% of \$17,256. Rent court fillings to date, resulted in 8 active rental payment arrangements. Court filings are 106, 10/30-day notices that were served, 70 filed for

rent due and owing resulting in 43 judgements towards rent due and owing. As a result of the 70 filed for due and owing, 14 residents paid, 43 judgements, 13 postponed for file review, including 10 judgements out of the 13 file reviews along with one judgement for eviction. 5 Breach of leases for Harbour House, 7 for Robinwood, and one for Bloomsbury Square. Vernell Gibson-Caudle shares that an uptick will continue to show and management staff are working with residents to prevent judgements and assist in stable economic conditions for each resident. Chairperson Coates asks regarding the People Builders partnership, does the program play a role in the increases that are shown. Vernell Gibson-Caudle shares that the People Builders program has played a role with producing 16 graduates from that program and they were able to obtain \$8,000 in rent and 4 payment arrangements made through this program. Chairperson Coates acknowledges the renewal of the People Builders partnership within the next 3-6 months and asks if the two partnerships will continue to work alongside. Vernell Gibson-Caudle shares that is the intention as the management proposals have been submitted and Allegiance Group is dedicated to seeing full productivity in the long run.

VII. Development Report (Aseem Nigam)

Aseem Nigam shares there is more to come regarding Harbour House/Eastport Terrace as the MOU is negotiated and signed. Sharing conversations with CHP are being held and regarding Bloomsbury Square and the 9% applications with hopes of receiving updates throughout September.

Comm'r Edwards asks if the 9% is not awarded is there a chance to stay with that developer and complete the project - Aseem Nigam shares that is an option, as a plan B. Though it is not uncommon in Maryland to have more success in the second or third round, given the competition, one may have to apply again and receive a better opportunity for funding. Bloomsbury Square 4% application has been submitted as well. Aseem Nigam shares the State is changing the application process which may cause delays on application review with anticipation of next year's execution time. Aseem Nigam shares that Morris Blum is moving along, unit building is complete, anticipating that all tenants should be moved back into their units by the end of the month. Sharing the next 5-6% will be complete in the next 3-4 months anticipating a November grand opening. Comm'r Webb-Herbert states that the Morris Blum residents are coming across what seems to be a system issue with some of the work that the contractors have done, such as, all the apartments from the 8th floor to the 3rd floor, living room and kitchens should be repainted due to poor painting work. Comm'r Edwards asks if the units are being inspected by the state, Aseem Nigam informs that the City is doing inspections and painting work will be brought up soon.

VIII. Resident Services Report (Bridget McLaughlin)

Bridget McLaughlin shares that Y-HeadStart officially received the last license needed to open and will be opening soon. Sharing that registration is still open for the 2-year-old classroom. Bridget McLaughlin welcomes all to stop by and see all the wonderful progress that has went into building space for this program. Chairperson Coates asks if there will be a grand opening. Bridget McLaughlin informs that the Y is planning the grand opening and will be partnering with multiple departments for a huge event.

IX. New Business

Resolution No. FIN 082625-01

AHF Live Conference and Exposition

Resolution No. ADMIN 082625-02

HACA Personnel Policies Employee Handbook

Motion: First – Comm’r Wells; Second – Comm’r Sheridan

Ayes: Chairperson Coates, Comm’r Edwards, Comm’r Sheridan, Comm’r Wells, Comm’r Webb-Herbert

X. Elected Officials' Comments:

Senator Henson’s Chief of Staff, Beryl Downs, shares the intern program had an amazing 7 week turn out. Sharing gratitude to the HACA staff and Board of Commissioners for welcoming the interns and allowing them space to see how the work of Senator Henson’s office plays a sound role in the community. Beryl Downs shares a ribbon cutting event was held at the MVA Riva Road office, introducing a new veterans services window for veterans and more information will be provided to the community. Beryl Downs shares the continuous work on the Power In The Park initiative that Senator Henson champions that bring information and assistance about utilities and sustainability in one’s home. Sharing there is a continuous partnership with the department of aging, learning more and more, that people are not aware of what resources and services are available and working to spread that information widely. Beryl Downs informs that Andre Dillard, who runs the Be Present program, is seeking and advocating for adults to be present and assist in our local schools. Sharing to all to be safe, be informed and diligent of all that is going on in the local community. Chairperson Coates asks if there is a way to track if HACA’s residents are utilizing in some of the initiatives that are coming from the Senators office and Beryl Downs shares that there are a good deal of calls from the HACA residents and would love to have further talks on tracking and other ways to share the resources and programs.

XI. Resident Advisory Board Comments

Carolyn Keene, President of the Advisory Board shares that each community has submitted funding and waiting approval and shares gratitude for the opportunity to apply. Carolyn Keene states the Annual Ladies Tea Party was phenomenal and thanks to all the HACA staff that contributed to a good event. Sharing that elections for Wilbourn Estate are continuous. Sharing Robinwood had Community Day August 2nd. Thanksgiving and Christmas events are being planned.

XII. Resident Council Comments

Debbie Odum, Council for Annapolis Gardens, shares that applications are accepted for girls 7–15-year-old for the Electric Ladies program. Electric Ladies is a biker’s group who extended the invite for this program.

XIII. Public Comments

Michael LaFortune shares his congratulations and thank you for all that is being done in the community. Asking for any update on the crime intervention teams that were hired a few years back. Exec. Dir. Maddox-Evans shares that the program is still within the community and apart of the Cure Violence program. Sharing they have programs weekly and available to assist in the community.

Valedra Henry shares that she originally came to Annapolis due to her past and recently came back to continue to advocate for the youth. Sharing that, she taught the youth essential life skills in the Newtown 20 community. Highlighting the Put Your Guns Down initiative. Valedra Henry shares the youth is requesting new playground, actions to address rodents, a dog park and gardening. Sharing that the tenants need to have homeownership and all these implementations could better the community.

Donna Johnson shares that her 5th year bookbag giveaway was a success yet again. Sharing great partnerships are in the making to continue to assist the community. Donna Johnson shares she is trying to help minimize the break-ins into the vacant units and laundry room hours will be changing due to recent violence scares.

Matthew Wallace shares updates on the Sunday Garden Club, great groups of kids are attending.

Tamiko Bilbro shares her experience as a former HACA employee.

Comm'r Webb-Herbert shares concerns about the collective interactions at the Morris Blum community. Sharing that one of her goals, now that redevelopment is ending, to keep up the cleanliness of the building.

XIV. **Next Meeting Date** – September 23, 2025, In-person at Pip Moyer Recreation Center

XV. The meeting was adjourned at 6:15 pm.

The Housing Authority of the City of Annapolis



Board of Commissioners Report
September 23, 2025



The Housing Authority of the City of Annapolis Board of Commissioners

Bishop Craig Coates



Chairman

Patrick Sheridan



Vice-Chairman

Arthur Edwards, Jr.



Treasurer

Jackie Wells



Secretary

Kimberlee Cornett



Commissioner

Henrietta Webb-Herbert



Commissioner

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Executive Director Report

September 2025

Executive Director/CEO

We hosted a Candidates Forum for mayoral and city council candidates with the Eastport Civic Association on September 3rd at the Eastport Community Center, which went well. There were over 125 attendees from the local community.

We are glad to announce the Grand Opening date for the Morris H. Blum newly renovated building. Please hold the date of October 29th at 11 am. More information to come soon.

We are still experiencing 3-week delays in receiving our full HCV-HAP allocation from HUD, we have notified elected officials, landlords and participants of this funding crisis. We will continue to keep them informed as we receive more information from HUD.

Below are examples of additional highlights that occurred this past month.

Development/Capital Projects

- Morris H. Blum residential units are nearly completed. Common area work will be fully complete by January 2026. Grand Opening, October 29, 2025.
- We are planning a meeting to introduce the new developer to residents at Eastport Terrace/Harbour House on October 8th at 6 p.m. at the Eastport Community Center.
- We are still waiting on the status of our funding applications for State tax credits for Robinwood and Bloomsbury Square redevelopment projects.

Finance

- HUD requires our board commissioners to participate in fiscal training, under the forthcoming recovery agreement. We are scheduling the training. Ethics training was performed last month on August 26, 2025.

Operations/ Management/HCV

- Our PIC score for the HCVP is 95.45% and 89.94 PH % programs. Full reporting compliance is 95% for both programs.
- We have completed all outstanding recertifications for years prior to 2025 and are completing 2025. The Quadel service has been extremely helpful.
- We are 100% licensed at Bloomsbury Square and Eastport Terrace until 2026. We are 98% licensed at Harbour House and Robinwood.
- We received a score of 95% for the HUD-NSPIRE Inspections for Robinwood. This is a great achievement.

Legal/Compliance

- We resubmitted the 5-Year and Annual Plans per HUD instructions.

Resident Services

- I visited Eastport/Harbour House residents on Sept. 17th to obtain feedback on their community.
- The State-Funded Computer Program and Eastport began this month.
- Y-Head Start Program will start Sept. 15th of this month.

City/County/State Partnerships

- The State Grant for \$300,000 is finalized and will be executed this month.
- Attended weekly meetings with the City's Housing Affordability Specialist and Community Development Staff.

Finance Report

August 2025 Rent Collection

By Property:

Property	Number of Units Occupied	Charges	Payments	Collection Rate	Prior Month Number of Units Occupied	Prior Month Charges	Prior Month Payments	Prior Month Collection Rate	Charge Variance	Payment Variance
Eastport Terrace	83	\$ 17,875.00	\$ 13,555.93	76%	83	\$ 17,837.36	\$ 15,863.10	89%	\$ 37.64	\$(2,307.17)
Harbour House	206	\$ 68,719.00	\$ 41,483.09	60%	205	\$ 65,221.37	\$ 40,557.15	62%	\$3,497.63	\$ 925.94
Robinwood	126	\$ 57,668.00	\$ 32,414.92	56%	122	\$ 52,111.82	\$ 38,275.09	73%	\$5,556.18	\$(5,860.17)
Bloomsbury Square	51	\$ 22,014.00	\$ 20,118.00	91%	51	\$ 21,523.38	\$ 21,140.11	98%	\$ 490.62	\$(1,022.11)
Totals	466	\$166,276.00	\$107,571.94	71%	461	\$156,693.93	\$115,835.45	81%	\$9,582.07	\$(8,263.51)

August 2025 Outstanding Rent Balances and Repayment Agreements

By Property:

Operations Report – Public Housing

Emergency Work Orders (Closed within 24 Hours) *

Property	Month				Year to Date			
	Generated	Closed within 24 Hours		%	Generated	Closed within 24 Hours		%
Bloomsbury Square	2	2	✓	100%	44	33	●	75%
Eastport/Harbour House	23	23	✓	100%	258	231	●	90%
Robinwood	15	15	✓	100%	157	140	●	89%
HACA Managed Total	40	40	✓	100%	459	404	●	88%

Routine Work Orders Generated

Property	Month	Year to Date
	WO Count	WO Count
Bloomsbury Square	7	90
Eastport/Harbour House	32	227
Robinwood	50	292
HACA Managed Total	89	609

Occupancy Rate (now reflective of employing a consolidated waiting list process)

Property	Occupied	Vacant	Grand Total	Occupancy Rate
554	496	58	557	90%

Move-ins/Move-Outs/Transfers

Property	Move-Ins	Move – Outs	Transfers
Bloomsbury Square	0	0	0
Eastport/Harbour House	1	0	2
Robinwood	4	0	1
HACA Managed Total	5	0	3

Occupancy Rate - Agency Wide		
June	July	August
90%	90%	90%

Current Waiting List

Public Housing	Total Number
Total	1,243
Housing Choice Voucher Program	Total Number
Total	535
Grand Total	1,778

Operations Report – Housing Choice Voucher Program

Tenant-Based Voucher Program

	JUNE 2025	JULY 2025	AUGUST 2025
Allocated*	770	770	770
Under Contract	760	755	752
Vouchers Issued	0-Emergency Vouchers	0-Emergency Voucher	0-Emergency Voucher
Termination of Assistance	0	3	5
Portability Port Out	1	1	1
Portability Port In	0	0	0
Recertifications	61	76	36
Interims	37	41	18-Completed

*Reflects the regular vouchers plus VASH vouchers

Homeownership Program

	JUNE 2025	JULY 2025	AUGUST 2025
Participants	1	1	1

Veterans Affairs Supportive Housing Program (VASH)

	JUNE 2025	JULY 2025	AUGUST 2025
Allocated	5	5	5
Under Lease	4	5	5
Vacant	0	0	0

PIC Score

	JUNE 2025	JULY 2025	AUGUST 2025
PIC	82.63%	87.83%	95.35%

Additional Highlights

- Number of Re-exams processed: 64
- Number of Landlord checks (HAP) processed: 752
- Landlord Checks (HAP) Issued Total: \$874,123
- Number of Unit Transfers processed: 0
- Number of New move-ins processed: 7
- Number of RAD PBV HAP: \$126,979

Development Report

Redevelopment In Process

Community	Developer	Estimated Financial Closing & Construction Start	Estimated Construction Completion & Lease Up Start	Units
Morris H. Blum	The Community Builders	Summer 2023	Summer 2025	154
Harbour House/Eastport	TBD	2027	2030/2031	357
Robinwood	CHP	2027	2029	150
Bloomsbury	CHP	2026	N/A – no relocation	51

- **Morris H. Blum**

- The residential floors are completed, and the tenants have been moved back to the rehabilitated units.
- The construction is about 95% complete. The work on the last phase, Phase 4 (2nd Floor), is complete and the tenants have moved into rehabilitated units. Both the elevators are refurbished, except for the floor, and are operational.

Capital and Redevelopment Projects

Phase II Redevelopment - Robinwood, Eastport, Harbour House, Bloomsbury Square

- The selection committee selected Genesis Companies and Monadnock Development, based in NY, as the developer for the site. The Board approved the MOU during their August 26th meeting. A meeting between the community and the development team has been scheduled for October 8th.
- CHP submitted the 9% tax credit application for Robinwood in May 2025 and is expected to submit the 4% tax credit application in September 2025. The 4% tax credit application for Bloomsbury was submitted in July 2025. The follow-up meetings with the Robinwood and Bloomsbury communities were held in mid-July 2025, and the communities were apprised of the progress made thus far and to seek additional input from them.
- HACA organized a meeting with CHP and the State on identifying potential funding sources for both Robinwood and Bloomsbury Square and will reschedule follow-up meetings with the stakeholders.

Resident Services Board Report

August 2025

Accomplishments:

We are proud to announce the completion of the new Eastport Community center Computer Lab. The lab now features:

- 8 brand-new computers
- Ergonomic desks and chairs
- Microsoft Office Suite installed on all devices
- Webcams for virtual meetings and classes
- A new printer to support resident needs

This upgrade ensures residents have access to efficient and reliable technology resources.

Upcoming Programming:

Through our new partnership with **B2G**, we are launching a 10-week **Computer Literacy and Empowerment Program**. The curriculum is designed to meet residents where they are and support them in developing both technical and life skills.

Class topics will include:

- Basic computer skills (e.g., setting up an email account)
- Navigating and utilizing Google Docs and Microsoft Teams
- Job preparation tools and resume building
- Financial literacy and budgeting
- Building personal and professional confidence

Pathway to Self-Sufficiency:

Computer literacy is a foundational skill for achieving long-term self-sufficiency. With increased access to technology and targeted instruction, residents will be empowered to:

- Search and apply for jobs online
- Access virtual healthcare services and telehealth
- Communicate effectively via email and video conferencing
- Manage finances through online banking and budgeting tools
- Engage in continuing education and skill development
- Navigate digital systems used by schools, employers, and service providers

By equipping residents with these critical digital skills, the program supports greater independence, improved employment outcomes, and stronger connections to essential services and resources.

The B2G team is deeply committed to making this program beneficial and life-changing for all participants. Residents that participate will receive a stipend of \$15.00 an hour. We look forward to the growth and opportunities this initiative will create within our community.

Family Self Sufficiency and Homeownership

FSS and Homeownership	
FSS Contracts	39
FSS Escrow Accounts	39
Contracts in HCVP	24
Contracts in PH	14
Release of Escrow Credits	2
Contracts Terminated (pending)	0
New Contracts Completed	2
Resources and Referrals	2
New Homeownership Clients	0
Recertification Agreements Completed	0
Case management appointments	6

Case Management

Case Management Services	
Medicare Event- BBS	7

Dept of Aging - Robinwood	5
Truist Bank Event- Robinwood	5
Resident case management contacts for issues such as rent payments, wellness checks, eye exams/glasses, dental, financial concerns, furnishing referrals, transportation, employment, Re-Certification assistance, food insecurity, family reunification, medical health assistance in finding a PCP and assisting in making medical appointments, social services interventions for food stamps, and enrolling in Medicare benefits. Department of Aging.	72
Total: Contacts - Calls/Activities	89

Resident Opportunity and Self Sufficiency

ROSS	
Sherwin Williams registration event	17
ROSS Mental Wellness event	4
AAMC Mobile Event	9
Case mgmt. and home visits ROSS Referrals Dept of Aging, Hope for All, DSS, Digital Literacy, SNAP applications, SSDI and SSI application assistance	24
TOTAL	116

Annapolis Gardens

Number of Units: 150
Property Type: Family
Project Start: 2009
Project Status: Stabilized
Subsidy Type: Public Housing/Tax Credit (75), Tax Credit only (75)



Tax Credit Compliance End: 2025

Report for Period Ending: June 30, 2025

OCCUPANCY

Unit Type	Total Units	Occupied	Vacant	Total % Occupancy
LIHTC	150	148	2	99%

1 bedroom	2 bedrooms	3 bedrooms	4 bedrooms	5 bedrooms
10	62	59	9	10

Current Month: **99%**

Year to date Average: **96%**

NARRATIVES

Financial:

The income for the month was over the budgeted amount by 9.4% due to higher than anticipated occupancy rate. The total actual expenses were in line with budgeted expenses.

Management:

The property is managed by Winn Companies, an independent company not affiliated with the Developer. The management staff did not report any staff turnover during the period and has been timely with reporting to HACA.

Physical:

There were no other extraordinary repairs to report.

Resident Services:

There were no Resident Services to report.

Other

There are no other issues to report.

Receivables/ Payables:

The resident accounts receivable is \$44,972. The projects accounts payables are \$1,030 with \$0 aging more than 90 days.

Reserves:

The project has four reserve accounts and two escrows that are funded as required with no inappropriate use of funds.

PARTNERS

General Partner/ Managing Member: Annapolis Community Development Partners, LLC

HACA Ownership %: 49%

Developer: Landex

Management Company: Winn

DEBT SUMMARY

Lien Position	Payment Type	Lender	Principal as of: 05/31/2025	Interest Rate	Maturity Date
1	Hard debt	Enterprise Mortgage Investments, Inc.	\$ 1,779,978	7.01%	10/3/2026
2	Cash flow	DHCD	\$ 1,547,367	4%	5/1/2051
3	Cash flow	ACDS	\$ 204,564	2%	5/29/2051
4	Cash flow	HACA	\$ 500,000	4.38%	6/1/2051
5	Cash flow	HACA	\$ 92,118	0%	6/1/2051

Obery Court I

Number of Units: 50
Property Type: Family
Project Start: 2010
Project Status: Stabilized
Subsidy Type: Tax Credit (40)
 Tax Credit only (10)



Tax Credit Compliance End: 2025

Report for Period Ending: June 30, 2025

OCCUPANCY

Unit Type	Total Units	Occupied	Vacant	Total % Occupancy
1 bedroom	10	10	0	100%
2 bedrooms	22	21	1	95%
3 bedrooms	16	15	1	94%
4 bedrooms	2	2	0	100%

Current Month: **96%**

Year to date Average: **97%**

NARRATIVES

Financial:

The income for the month was 3.9% over budget due to higher occupancy rate. The total controllable expenses were 5.33% under budget. Those expenses were as result of lower than expected maintenance expenses.

Management:

The property is managed by Pennrose, an affiliate of the Developer.

Physical:

There were no significant items noted.

Resident Services:

There were no Resident Services to report.

Other

There are no other issues to report.

Receivables/ Payables:

The resident accounts receivable is \$46,314. The project accounts payables are \$23,863 with \$4,425 aged more than 90 days.

Reserves:

The project has four reserve accounts and three escrows that are funded as required with no inappropriate use of funds.

PARTNERS

General Partner/ Managing Member: Obery Court GP, LLC

HACA Ownership %: 51% *
Pennrose entity remains managing member despite ownership percentage

Developer: Pennrose

Management Company: Pennrose

DEBT SUMMARY

Lien Position	Payment Type	Lender	Principal as of: 05/31/2025	Interest Rate	Maturity Date
1	Cash flow	DHCD	\$ 1,906,604	4%	6/1/2050
2	Cash flow	DHCD	\$ 2,307,547	4%	6/1/2050
3	Cash flow	ACDS	\$ 1,000,000	2%	3/6/2051

Obery Court 2

Number of Units: 63
Property Type: Family
Project Start: 2011
Project Status: Stabilized
Subsidy Type: PBV/Tax Credit (53), Tax Credit only (10)



Tax Credit Compliance End: 2027

Report for Period Ending: June 30, 2025

OCCUPANCY

Unit Type	Total Units	Occupied	Vacant	Total % Occupancy
1 bedroom	27	27	0	100%
2 bedrooms	17	17	0	100%
3 bedrooms	16	15	1	94%
4 bedrooms	3	3	0	100%

Current Month: **98%**

Year to date Average: **96%**

NARRATIVES

Financial:

The rental income for the month was 32.3% over budget due to increased subsidy. The total controllable expenses were in line with budgeted expenses.

Management:

The property is managed by Pennrose, an affiliate of the Developer. The management staff did not report any staff turnover during the period and has been timely with reporting to HACA.

Physical:

There were no other extraordinary repairs to report.

Resident Services:

There were no Resident Services to report.

Other

There are no other issues to report.

Receivables/ Payables:

The resident accounts receivable amount is \$57,520 and accounts payable is \$3,808 with \$0 aged more than 90 days.

Reserves:

The project has four reserve accounts and two escrows that are funded as required with no inappropriate use of funds.

PARTNERS

General Partner/ Managing Member: Obery Court Phase II GP, LLC

HACA Ownership %: 49%

Developer: Pennrose

Management Company: Pennrose

DEBT SUMMARY

Lien Position	Payment Type	Lender	Principal as of: 5/31/2025	Interest Rate	Maturity Date
1	Hard debt	Severn Savings Bank FSB	\$ 1,443,425	6.625%	2029
2	Cash flow	DHCD	\$ 3,009,405	4%	4/1/2054

Obery Court 3

Number of Units: 61
Property Type: Family
Project Start: 2016
Project Status: Stabilized
Subsidy Type: PBV/Tax Credit (40)
 Tax Credit only (21)



Tax Credit Compliance End: 2031

Report for Period Ending: June 30, 2025

OCCUPANCY

Unit Type	Total Units	Occupied	Vacant	Total % Occupancy
1 bedroom	18	18	0	100%
2 bedrooms	24	19	5	79%
3 bedrooms	14	13	1	93%
4 bedrooms	5	5	0	100%

Current Month: **90%**

Year to date Average: **91%**

NARRATIVES

Financial:

The income for the month was 9.5% over budget due to higher than anticipated subsidy. The total controllable expenses were 20.2% over budget due to higher than anticipated utility and maintenance expenses.

Management:

The property is managed by Pennrose, an affiliate of the Developer.

Physical:

The property did not report any physical issues.

Resident Services:

There were no Resident Services to report.

Other

There are no other issues to report.

Receivables/ Payables:

The resident accounts receivable is \$17,255 and the projects accounts payables are \$18,403 with \$2,748 aged more than 90 days.

Reserves:

The project has three reserve accounts and two escrows that are funded as required with no inappropriate use of funds.

PARTNERS

General Partner/ Managing Member: Obery Court Phase III GP, LLC

HACA Ownership %: 11%

Developer: Pennrose

Management Company: Pennrose

DEBT SUMMARY

Lien Position	Payment Type	Lender	Principal as of: 9/30/2024	Interest Rate	Maturity Date
1	Hard debt	Capital One, N.A.	\$ 1,241,456	5.75%	1/1/2032
2	Cash flow	DHCD	\$ 1,643,997	2%	9/1/2056
3	Cash flow	DHCD	\$ 1,225,000	2%	9/1/2056
4	Cash flow	HACA	\$ 608,396	0%	9/17/2057

Wilbourn Estates

Number of Units: 78
Property Type: Family
Project Start: 2022
Subsidy Type: Tax Credit



Report for Period Ending: June 30, 2025

OCCUPANCY

Unit Type	Total Units	Occupied	Vacant	Total % Occupancy
1 bedroom	26	26	0	100%
2 bedrooms	26	25	1	96%
3 bedrooms	26	26	0	100%

Current Month: **99%**

Year to date Average: **94%**

NARRATIVES

Financial:

The rental income for the month was 2.3 % over budget due to increased subsidy. The total controllable expenses 12% under budget due to lower than expected maintenance expenses.

Management:

The property is managed by Pennrose, an affiliate of the Developer.

Physical:

There are no physical issues to report.

Resident Services:

There were no Resident Services to report.

Other

There are no other issues to report.

Receivables/ Payables:

The resident accounts receivable is \$44,233. The project accounts payables are \$1,477 with \$472 aged more than 90 days.

PARTNERS

General Partner/ Managing Member: Newtowne 20, LLC

Developer: Pennrose

Management Company: Pennrose

DEBT SUMMARY

Account	Lender	Amount	Interest Rate	Maturity Date
1	Orix Real Estate Capital Principal – Hard Debt	\$ 9,155,310	3.82%	7/1/2041
2	CDA Rental Housing Works Fund	\$ 2,471,632	0	12/31/2062
3	CDA Housing Trust Fund	\$ 971,632	0	12/31/2062
4	CDA Rental Housing Fund	\$1,328,949	0	12/31/2062
5	ACDS Home Investment Partnership Program	\$732,932	0	12/31/2062
6	HACA	\$929,473	0	12/31/2062
7	HACA	\$1,700,795	1.31%	12/31/2062

The HACA Board of Commissioners Instructions on Public Comment

The Board of Commissioners of HACA welcomes public comment. For the purposes of fairness to all, all speakers must sign in and all speakers will be held to 3 minutes for comments.

It should be noted that the Board of Commissioners will not respond to individual concerns due to issues of privacy. If an individual wishes to make the Board aware of a concern or grievance, please indicate that you have already talked with your Property Management Office and requested a grievance hearing.

Individuals that do not follow these guidelines or are deemed to be disruptive by the Chairperson will be asked to leave.