

NOTICE OF MEETING AND AGENDA

GDC BOARD OF DIRECTORS

OPEN MEETING

Begins at 7:45 pm

Thursday, September 1, 2022

VIRTUAL ZOOM MEETING ROOM

Members & Visitors may attend remotely.

1. Approval of Agenda

2. Visitors (Comment Period)

3. For Discussion/Action

- | | |
|---|------------|
| a. Review Minutes of the Stockholders' Meeting Held on June 2, 2022 (Attachment #1) | 2 Minutes |
| b. Proposal to Rent Units at GDC Parkway Apartments to House Refugee Families (Attachment #2) | 15 Minutes |
| c. Buildings Committee Recommendation to Hire a Firm to Recommend Repair/Replacement Options for Piping Systems at Parkway Apartments | 5 Minutes |

Ed James
Secretary



GREENBELT HOMES, INC.

HAMILTON PLACE, GREENBELT, MARYLAND 20770

Area Code (301) 474-4161 Fax (301) 474-4006



MANAGER'S MEMORANDUM

TO: GDC Board of Directors
FROM: Eldon Ralph, General Manager *Eldon Ralph*
DATE: August 25, 2022
SUBJECT: Items for the **GDC OPEN** Board Meeting on September 1, 2022

GDC Open Meeting

3a. Review Minutes of the Annual Stockholders' Meeting Held on June 2, 2022 (Attachment #1)

Attachment #1 is a draft of the minutes of the June 2, 2022 Annual Stockholders' Meeting. After the Board reviews and accepts the minutes, they will be included on the agenda for the 2023 Annual Stockholders' Meeting for approval.

Suggested motion: I move that the Board of Directors accept the draft minutes for the June 2, 2022 Annual Stockholders' Meeting (as presented/as amended) and direct Staff to include them on the agenda for the 2023 Annual Stockholders' Meeting for review and approval by the GDC Stockholders.

3b. Proposal to Rent Units at GDC's Parkway Apartments to House Refugee Families (Attachment #2)

Attachment #2 is a memorandum from the Greenbelt Refugee Aid Committee (GRACE), who is requesting GDC's Board of Directors to approve GRACE's leasing of one or more units at the Parkway Apartments, primarily to house Ukrainian refugee families.

Staff suggests that GRACE should provide the Board a draft sublease agreement that GRACE would sign with a tenant to whom it sublets a GDC apartment unit. GDC's attorney should review the standard GDC lease agreement between GRACE and GDC and GRACE's sub-lease agreement with its tenant to ensure they are compatible.

This item is on the agenda for discussion and possible action.

Suggested motion: I move that the Board of Directors allow the Greenbelt Refugee Aid Committee to lease _____ units at GDC's Parkway Apartments, for the purpose of housing refugees.

3c. Buildings Committee Recommendation to Hire a Firm to Recommend Repair/Replacement Options for Piping Systems at Parkway Apartments

Following a request from GDC's Board of Directors, GHI's Board of Directors directed the GHI Buildings Committee on April 22, 2022 to recommend the most appropriate repair and/or replacement options for water supply, wastewater, and heating piping infrastructure for GDC's Parkway Apartment buildings and whether or not this work should be done at the same time as the pipe replacement program in GHI's masonry and frame units. The Buildings Committee discussed this assignment during their meeting in May and passed the following motion:

"I move that the Buildings Committee recommend to the GDC Board of Directors that a professional engineering consulting firm be employed to study the plumbing and HVAC systems at the two Parkway Apartment buildings, to report on the condition of existing water supply and waste piping systems as well as water-cooled heat pump systems in these buildings. The consulting firm's report shall recommend remediation and/or replacement options. In addition, the consulting firm will study and make recommendations to reduce or eliminate the use of fossil fuels in these buildings, in the interest of energy conservation and environmental stewardship."

This item is on the agenda for discussion and action.

Suggested motion: I move that the Board of Directors direct the Manager to obtain proposals from Engineering firms to evaluate the condition of water supply, waste pipe and heating pipe systems at GDC's Parkway Apartments, and recommend appropriate repair and/or replacement options for the existing piping.

Draft GDC 2022 Annual Stockholders' Meeting
(Virtual Zoom)
Thursday, June 2, 2022
7:45 pm

Board Members Present: Brodd, Hess, James, Lambert, Luly, McKinley, Mortimer, Whipple

Excused Absences: Bilyeu

Others in Attendance:

Eldon Ralph, General Manager

Deanna Washington, Director of Member Services

Joe Perry, Director of Finance

Dave Benack, Audit Committee

Grace Fisher, Audit Committee

Bill Jones, Audit Committee

Molly Lester, 6-M Hillside Road

Henry Haslinger, 4-A Ridge Road

President Brodd called the meeting to order at 7:45 pm.

1. Approval of Agenda

Motion: I move approval of the agenda as presented.

Moved: McKinley

Seconded: Mortimer

Carried: 8-0

2. Action on Minutes for Stockholders' Meeting on June 3, 2021

Motion: I move that the Stockholders of GDC approve the minutes for the June 3, 2021 Annual Stockholders' meeting as presented.

Moved: James

Seconded: Whipple

Carried: 6-0-2

Abstained: Hess, McKinley

3. President's Report re: GDC's Operations for the Year 2021

Motion: I move that the Stockholders of GDC accept the report submitted by the GDC Board President regarding GDC's 2021 operations.

Moved: Hess

Seconded: Lambert

Carried: 8-0

4. Election of Board of Directors for 2022-2023

Motion: I move that the Stockholders of GDC elect the following persons to serve on the Board of Directors for Greenbelt Development Corporation during 2022-2023:

- Erin Bilyeu
- Stefan Brodd
- Chuck Hess
- Ed James
- Denna Lambert
- Jason Luly
- Deborah McKinley
- Heather Mortimer
- James Whipple

Moved: Hess

Seconded: James

Carried: 8-0

5. Adjournment

Motion: To adjourn.

Moved: Hess

Seconded: McKinley

Carried: 8-0

The meeting adjourned at 7:51 pm.

Ed James
Secretary

Memo to: Board of Directors, Greenbelt Development Corporation (GDC)

From: Steve Skolnik, Vice President, Greenbelt Refugee Aid Committee (GRACE)
Bill Jones, Board of Directors, GRACE

Date: August 15, 2022

Ref: Exception request for rental of unit(s) at Parkway Apartments

This memorandum is to request that the GDC Board of Directors grant permission for the Greenbelt Refugee Aid Committee (GRACE) to be approved as a lessee for one or more units at the Parkway Apartments.

GRACE is a newly formed non-profit corporation that will have 501(c)3 status, with the stated purpose of providing aid to (primarily) Ukrainian refugees arriving in this area. We intend to provide varying means of support as needed to refugee families, including housing, which brings our organization to make this request.

The GRACE Board of Directors includes current and former GHI members, including Directors and Officers; we have a strong understanding of and interest in the longtime health of Greenbelt Homes, Inc. and its subsidiary apartment rental entity.

Greenbelt City Council has expressed support for GRACE's operations; GRACE also receives financial support in the wider Greenbelt community. We are working closely with the Lutheran Social Services agency (LSSNCA), who have indicated they are receiving Ukrainian refugees in September. Refugees will be vetted and will have proper status designated by the U.S. government.

GRACE intends to serve as the responsible lessee, although the refugee family will be the physical occupant(s). Frank Gervasi, GRACE President, former GHI member and Director, is authorized under GRACE's bylaws to execute the lease agreement.

Thank you for giving consideration to this request.