

**Minutes**  
**GREENBELT DEVELOPMENT CORPORATION**  
**January 3, 2019**

Board Members Present: Brodd, Holland, James, Jones, Skolnik and Watkins

Excused Absences: Hess, Seely

Others in Attendance:

Eldon Ralph, General Manager

Tom Sporney, Assistant General Manager

Stuart Caplan, Director of Technical Services

Molly Lester, Audit Committee Member

Henry Haslinger, Audit Committee Member

Carol Griffith, Audit Committee Member

Marc Seiden

Kris White

Robert Crejo

Robert Wiegard

Neron Adams-Escalera, Recording Secretary

President Skolnik called the meeting to order at 7:50 p.m.

1. Approval of Agenda

Add Item 3d: Consideration of whether to pursue purchase of the Jane Apartments at 14 Parkway – (Attachment #4)

**Motion: To approve the agenda as revised.**

Moved: James

Seconded: Brodd

Carried: 6-0

2. Visitors (Comment Period)

None

3. For Action or Discussion

3a. Approve Minutes of Open Session Meeting held on November 1, 2018 – (Attachment #1.)

**Motion: I move that the Board of Directors approve the minutes of the Open Session meeting that was held on November 1, 2018 as presented.**

Moved: James

Seconded: Brodd

Carried: 6-0

3b. Approve Minutes of Open Session Meeting held on November 15, 2018

**Motion: I move that the Board of Directors approve the minutes of the Open Session meeting that was held on November 15, 2018 as presented.**

Moved: James

Seconded: Brodd

Carried: 6-0

3c. Review Strategic Action Plan and Decide on Priorities for Remainder of Board Year

On November 29, 2018, the Board finalized the strategic action plan for Greenbelt Development Corporation that is in Attachment #3.

This item is on the agenda for the Board to decide which activities should be undertaken during the remainder of the current Board's term which expires in May 2019.

*The plan was reviewed and priorities were decided.*

3d. Consideration of Whether to Pursue Purchase of the Jane Apartments at 14 Parkway.

The Jane Apartment Buildings, located at 14, Parkway, Greenbelt MD are currently listed for sale at a price of \$3,500,000. Attachment #4. provides details about the property.

This item is on the agenda for the Board to consider whether to pursue a possible purchase of the Jane Apartment Buildings. If interested, the Board may wish to consider establishing a taskforce to investigate and advising about the feasibility of placing an offer to purchase the Jane Apartment Buildings.

**Suggested Motion: I move that the Board of Directors approve the establishment of a taskforce to investigate and advise the Board about the feasibility of purchasing the Jane Apartment Buildings.**

*No action was taken on Item 3d.*

4. Item of Information

4a. Status of Leases at Parkway Apartments

On November 18, the Board of Directors approved a motion to offer tenants at the Parkway Apartments an incentive to enter into either one-year or two-year lease agreements, by requiring tenants who opt for month-to-month lease agreements to pay a rental increase that is four percentage points higher than the rental increase that the Board stipulates in a given year for tenants on year-to-year leases.

During 2019, tenants on either a one-year or two-year lease agreement will pay a rent that is 5 % higher than the 2018 rent and those on a month-to-month agreement will pay a rent that is 9% higher.

A breakdown of the current leases is as follows:

	Efficiency	One Bedroom	One Bedroom Enclosed Porch	One Bedroom Open Porch	Total
Month to Month	3	3	0	0	6
1 Year Lease	3	1	1	1	6

2 Year Lease	16	2	3	3	24
Lease in Effect *1	5	3	1	0	9
Vacating Unit at End of lease	1	0	0	0	1
Vacant Unit	2	0	0	0	2
No Response *2	6	3	2	1	12
<b>Total</b>	<b><u>36</u></b>	<b><u>12</u></b>	<b><u>7</u></b>	<b><u>5</u></b>	<b><u>60</u></b>

\*1. These new tenants rented apartments in 2018. They will be given the option of either signing one-year or two-year leases when their current leases expire in 2019 or becoming month-to-month tenants.

\*2. Those tenants who haven't responded will be regarded as month-to-month tenants, i.e. they will pay a 9% higher rent in 2019.

**Motion: To Adjourn.**

Moved: James

Seconded: Jones

Carried: 6-0

The meeting adjourned at 8:26 p.m.

Ed James  
Secretary