

**RESOLUTION NO.: 21-69**

**RE: Approval of Various Actions Related  
to HOC Committees**

**WHEREAS**, the Housing Opportunities Commission of Montgomery County's ("HOC" or the Commission") current structure dates back to 1974, and since that time, HOC has had occasion to form numerous committees, both formal and informal, many of which are no longer in use;

**WHEREAS**, in order to avoid confusion and to clarify the current status of its committees, the agency must dissolve all its committees;

**WHEREAS**, HOC desires to establish three committees: (1) the Budget, Finance and Audit Committee ("BF&A"), (2) the Development and Finance Committee ("D&FC"), and the Administrative and Regulatory Committee (formerly the Legislative and Regulatory Committee) ("A&RC") (each, an "HOC Committee," together, the "HOC Committees");

**WHEREAS**, the committees' scopes are as follows:

- The BF&A may review information and make recommendations regarding (i) HOC's, its affiliated entities', and its properties' budgets, financial statements, and audits (including the budgets and audits of any development corporations, limited liability companies, and any properties/non-profit entities in which HOC is the management agent), (ii) budgetary and financial issues impacting the agency, (iii) property management contract renewals and any line of credit renewals, and (iv) any other matters as designated by the Chair of the Commission (the "BF&A Scope").
- The D&FC may review information and make recommendations regarding (i) the development, acquisition, disposition, and/or financing of HOC's properties (including development budgets), (ii) financing plans for developments that are funded by the Commission or third-party lenders; (iii) the issuance of bonds, instruments of the money market, and other derivative products to fund activities of the Single Family and Multifamily Bond Programs; (iv) the making of mortgage loans including mortgage insurance; (v) the creation and oversight of bond indentures and program funds; (vi) the activities of the Mortgage Finance Division, which carries out the local Housing Finance Agency functions of Montgomery County in accordance with the Maryland Code, Housing and Development Title 16; and (vii) any other matters as designated by the Chair of the Commission (the "D&FC Scope").
- The A&RC may review information and make recommendations regarding (i) HOC's regulatory requirements and responsibilities as a Housing Agency (including Public Housing Agency and Administrative Plans); (ii) the agency's general public affairs strategy, policy direction, and general administration; and (iii) any other matters as designated by the Chair of the Commission (the "A&RC Scope," together with the BF&A Scope and the D&FC Scope, the "HOC Committees' Scope").

**WHEREAS**, the HOC Committees shall be governed according to the following operational rules:

1. On an annual basis, the Chair of the Commission shall appoint three Commissioners to each HOC Committee, each of whom shall serve until their successors are appointed; provided, however, that an HOC Committee may temporarily be composed of two Commissioners in the event of vacancies or other reasons determined by the Chair of the Commission;
2. The Chair of the Commission shall select each HOC Committee Chair;

3. The Chair of the Commission may alter the composition of any HOC Committee as needed and shall fill any vacancy on an ad hoc basis; and
4. Each HOC Committee's authority is limited to approving its minutes, reviewing materials, and making recommendations to the full Commission (no HOC Committee or individual committee member has the authority to approve or take an action on behalf of the Commission) (together, the "HOC Committees' Operational Rules").

**WHEREAS**, in order to prevent future confusion, no HOC committee shall be formed unless approved by resolution;

**WHEREAS**, to the extent any portion of any HOC policy and/or guidelines conflict with this resolution, those portions will automatically be considered null and void unless otherwise approved by a future Commission resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Housing Opportunities Commission of Montgomery County hereby dissolves any and all committees that were formed between January 1, 1974 and July 6, 2021.

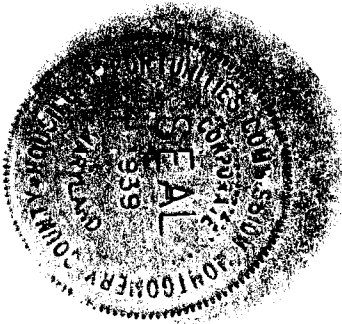
**BE IT FURTHER RESOLVED** that the Housing Opportunities Commission of Montgomery County hereby establishes the BF&A, D&FC, and A&RC, approves the HOC Committees' Scope, and approves the HOC Committees' Operational Rules.

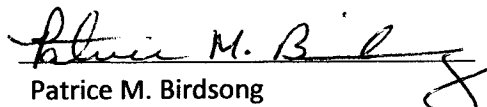
**BE IT FURTHER RESOLVED** by the Housing Opportunities Commission of Montgomery County that no HOC committee shall be formed unless approved by resolution.

**BE IT FURTHER RESOLVED** by the Housing Opportunities Commission of Montgomery County that in the event any portion of any HOC policy and/or guidelines conflict with this Resolution, those portions will be automatically considered null and void unless otherwise approved by a future resolution.

The foregoing Resolution was adopted upon a motion by Vice Chair Kelleher and seconded by Commissioner Simon. Affirmative votes were cast by Commissioners Priest, Kelleher, Nelson, Byrd, Croom, Merkwitz, and Simon.

**I HEREBY CERTIFY** that the foregoing Resolution was adopted by the Housing Opportunities Commission of Montgomery County at an open meeting conducted on July 7, 2021.



  
Patrice M. Birdsong  
Special Assistant to the Commission