

BOARD OF COMMISSIONERS  
BOARD MEETING  
December 20, 2016

The Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Jefferson, Missouri, was held at 7:30 a.m. on Tuesday December 20, 2016, in the Board Room at the Housing Authority Office, 1040 Myrtle Avenue, Jefferson City, Missouri.

ROLL CALL: On roll call the following were in attendance: Chairman Larry Vincent, Vice Chair Penney Rector, and Commissioners Dennis Mueller, Larry Kolb, Donna White and Minnie Word. Also in attendance were Cynthia Quetsch, Executive Director; Jack Pletz, Legal Counsel; Diana Walters; Vive Puri and George Hartsfield of Puri Group of Enterprises, Inc.; Mayor Carrie Tergin and four members of the public.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	2-2
Rector	9-12	2-2
Mueller	11-12	2-2
Kolb	9-12	1-2
White	11-12	1-2
Word	2-2	0-0

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of November 2016 were presented.
- B. The Family Self Sufficiency program monthly report was presented.
- C. The Non-Christmas party will be held January 20, 2017, at Bones from 6-9 p.m.

Vive Puri and George Hartsfield of Puri Group of Enterprises, Inc. gave a presentation on the Truman Redevelopment Plan.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for November 15, 2016 and Special Meeting on November 22, 2016 (Exhibit 2-A)
- B. List of Disbursements for the month of November 2016. (Exhibit 2-B)
- C. Occupancy Report for the month of November 2016. (Exhibit 2-C)

Commissioner Mueller made the motion to approve the consent agenda as amended. Seconded by Commissioner White. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

RESOLUTION NO. 4569

RESOLUTION APPROVING THE WRITE-OFF (COLLECTION LOSS) OF TENANT ACCOUNTS RECEIVABLE

See attached Resolution

Commissioner Mueller made the motion to approve the proposed rent and damage write-offs for the month of November for Public Housing in the amount of \$2,119.00. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #3, 12/20/2016)

RESOLUTION NO. 4570

RESOLUTION AWARDING THE ROOFING CONTRACT FOR THE DOROTHY PACK BUILDING

Staff received and reviewed five bids for the roof replacement at the Dorothy Pack Building on December 1, 2016 and recommends award of the contract to Missouri Builders Service, Inc., which bid \$38,090.00.

Vice Chair Rector made the motion to approve the award to Missouri Builders Service, Inc. Seconded by Commissioner White. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #4, 12/20/2016)

RESOLUTION NO. 4571

RESOLUTION ADOPTING CHANGES TO THE ACOP PLAN

The change to the ACOP Plan reverts back to the old policy regarding the earned income disallowance.

Commissioner Mueller made the motion to approve the changes. Commissioner Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #5, 12/20/2016)

HUD NO SMOKING REGULATION

Ms. Quetsch discussed the final regulation that HUD issued on December 5, 2016 on no smoking in public housing units or administrative buildings and within 25 feet of those buildings. The Jefferson City Housing Authority must develop a policy and have it in effect by July 2018. HUD requires tenant participation in the development of the policy. There will be several meetings held to determine the policy and what needs to be addressed.

UPDATE ON THE URBAN RENEWAL PLAN

Ms. Quetsch and Chairman Vincent attended the public hearing on December 19, 2016 regarding the Urban Renewal Plan. Ms. Quetsch presented a proposed funding agreement with the city concerning the urban renewal project.

Commissioner White made a motion to approve the draft agreement. Seconded by Commissioner Mueller. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #7A, 12/20/2016)

Ms. Quetsch presented a draft outline of potential steps for implementing the urban renewal plan.

Vice Chair Rector made a motion to change the language on the DRAFT to say “goals for acquisitions”. Seconded by Commissioner Kolb. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #7B, 12/20/2016)

Ms. Quetsch will arrange a public meeting for public input on prioritization. The board will participate as a whole on deciding prioritization of properties to be acquired under the urban renewal plan.

Mayor Tergin expressed her gratitude to the Board for moving so quickly on the Urban Renewal Plan.

Members of the public spoke about their concerns on the Urban Renewal Plan.

NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday January 17, 2017.

Vice Chair Rector made the motion to adjourn into Executive Session for the purpose of considering the following:

- Legal action involving the Housing Authority and confidential or privileged communication with its attorney, under Section 610.021(1) RSMO;
- Leasing, purchase or sale of real estate by the Housing Authority when public knowledge of the transaction might adversely affect the legal consideration therefore, under Section 610.021(2) RSMO;
- Hiring, firing, disciplining or promotion of particular employees when personal information about the employee is to be discussed or recorded, under Section 610.021(3)
- Welfare cases of identifiable individuals, under Section 610.021(8) RSMO.

Commissioner Mueller seconded the motion, upon roll call vote the motion was approved.

AYES:	Mueller, White, Rector, Word, Kolb, Vincent
NAYS:	None
ABSENT	None

Following adjournment of the executive session, the Board reconvened in open session.

1. After discussion of the proposal submitted by Vive Puri, the Board directed Mr. Pletz and Ms. Quetsch to work with Mr. Puri and Mr. Hartsfield to develop a contract with the redeveloper, setting forth expectations of the contractor as a condition to approving the proposed urban renewal plan for the former Truman Hotel site.

2. Commissioner Kolb reported that he had been contacted by The Vecino Group asking for a letter of support for loft apartments for low income tenants to be built in the old Brown Shoe factory. The Board directed Ms. Quetsch to write a letter of support.

Commissioner Kolb made the motion to adjourn the meeting, seconded by Vice Chair Rector. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

AYES:	Mueller, White, Rector, Kolb, Vincent
NAYS:	None
ABSENT	Word

Commissioner Word is not member of the Land Clearance Authority and left the meeting when the only items remaining on the closed agenda were LCA matters.

\_\_\_\_\_  
Larry Vincent, Chairman

ATTEST: \_\_\_\_\_  
Cynthia Quetsch, Secretary