

BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
MARCH 19, 2019

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 March 19, 2019, in the Conference Room at the Housing Authority at 1040 Myrtle Avenue, Jefferson City, Missouri.

ROLL CALL: On roll call the following were in attendance: Chairman Larry Vincent; Commissioners Larry Kolb, Dennis Mueller, Bob Weber, Donna White and Dian Cain. Also in attendance were Cynthia Quetsch, Executive Director; Cindy Reeves, Chief Financial Officer; Jack Pletz, Legal Counsel; Diana Walters, Administrative Assistant; Carrie Tergin, Mayor; Ron Fitzwater; Councilman, members of the public and the press.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	6-6
Mueller	12-12	6-6
Kolb	12-12	5-6
White	12-12	5-6
Weber	12-12	3-4
Cain	12-12	2-2

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of February 2019.
- B. The Family Self Sufficiency program monthly report was presented.
- C. The Ethics personal financial disclosure needs to be filed by May 1, 2019.
- D. The JCPD received the police officer of the year award from Southwest NAHRO. The award will be presented at the Missouri NAHRO meeting to the entire department for their work on the Darnell Gray missing child case.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for February 27, 2019. (Exhibit 1-A)
- B. List of Disbursements for the month of February 2019. (Exhibit 1-B)
- C. Occupancy Report for the month of February 2019. (Exhibit 1-C)

Commissioner White made the motion to approve the Consent Agenda. Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

RESOLUTION NO. 4661

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

Commissioner Weber made the motion to approve the proposed rent and damage write-offs for the month of February for Hamilton Tower, Capital City Apartments and Public Housing in the amount of \$4,917.98. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 3/19/2019)

UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

We are negotiating a contract with redevelopers for 103 Jackson Street.

We did not receive any proposals for 105 Jackson Street. There will be discussion in closed session on the next steps for this property.

The request for proposals went out on February 28, 2019 for 101 Jackson. An open house was held March 12 with 16 people attending. We expect to receive proposals on this property.

Judge Joyce condemned 7 of Ms. Buescher's properties and appointed 3 Commissioners to appraise the properties. After the appraisals are done we can either contest the appraisal or pay the amount to the court. The Historic City of Jefferson (HCJ) would like to assist in marketing the properties to a larger group of potential buyers.

Mayor Tergin thanked the Board for their work on the Urban Renewal Plan.

UPDATE ON DULLE TOWER RENOVATION PROJECT

Work on 4 additional stacks is almost complete. The original evaluation of the cast iron stacks stated they would need to be power washed to clear them. Further evaluation determined that there was very little flow on certain floors. Several feet of cast iron had to be removed. The extra work resulted in a major change order. In addition, outlets will also be added in the bathrooms which will require a change order.

RESOLUTION NO. 4662

A RESOLUTION APPROVING A REQUEST FROM E&G INVESTMENTS, LLC FOR A CERTIFICATE OF QUALIFICATION FOR A TEN YEAR TAX ABATEMENT PURSUANT TO SECTIONS 99.700

Derek Eilers requested a tax abatement for rehabilitation of 206-210 East High Street. Last month the decision was deferred until we could determine the start date of the tax abatement. The tax abatement starts when the certificate is issued.

Vice Chair Kolb made a motion to approve the request for tax abatement for 206-210 East High. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

Mayor Tergin thanked the Board for approval on this project.

SHIKLES BUILDING

Requests for proposals are due April 5, 2019. The information on more flexible use of an alternative driveway and evaluation packet went out February 28, 2019.

ESTABLISHING A RESERVE AND REPLACEMENT ACCOUNT FOR HAMILTON

MHDC requires all tax credit properties to have a reserve fund to help offset capital expenses. Staff recommends setting up a 5 year reserve account for Hamilton.

Commissioner Weber made a motion to approve the Reserve and Replacement account for Hamilton Tower. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

RESOLUTION NO. 4663

RESOLUTION AMENDING OPTION IN THE RETIREMENT PLAN

The Board previously approved offering employees age 59 1/2 or older the option of withdrawing funds from their retirement account while still employed. HART required specific language in the Resolution.

Commissioner White made a motion to approve the resolution drafted by HART.

Vice Chair Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

RESOLUTION NO. 4664

RESOLUTION APPROVING A REQUEST FROM PGE HOSPITALITY INC, LLC FOR A CERTIFICATE OF QUALIFICATION FOR A TEN-YEAR TAX ABATEMENT PURSUANT TO SECTION 99.700

Commissioner Mueller made a motion to approve the Truman / Holiday Inn and Suites Abatement Certificate. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday April 16, 2019.

Commissioner White 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: Kolb, White, Weber, Mueller, Cain, Vincent
NAYS: None
ABSENT None

Following adjournment of the Executive Session, the Board reconvened in Open Session.

Commissioner Cain made the motion to adjourn the meeting. Seconded by Commissioner Mueller. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

Larry Vincent, Chairman

ATTEST: _____
Cynthia Quetsch, Secretary