

BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
MAY 15, 2018

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 May 15, 2018, 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; Commissioners Dennis Mueller, Bob Weber, Donna White and Dian Cain. Also in attendance were Cynthia Quetsch, Executive Director; Cindy Reeves, Chief Financial Officer; Michelle Wessler Chief Housing Officer, Jack Pletz, Legal Counsel; Diana Walters, Administrative Assistant; Mayor Carrie Tergin; Councilman Ron Fitzwater, Sergeant Joseph Matherne and members of the public.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	4-4
Mueller	12-12	4-4
Kolb	11-12	3-4
White	11-12	3-4
Weber	10-10	1-1
Cain	3-3	

RESOLUTION NO. 4624

RESOLUTION COMMENDING SERGEANT JOSEPH MATHERNE FOR RECEIVING THE 2018 MISSOURI NAHRO PEACE OFFICER OF THE YEAR AWARD

Chairman Vincent presented Sergeant Joseph Matherne of the Jefferson City Police Department a Resolution commending his service as Peace Officer of The Year and appreciation for the hours he and his team have spent protecting the public housing neighborhoods.

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of March and April 2018.
- B. The Family Self Sufficiency program monthly report was presented.
- C. Ms. Wessler appealed the REAC score for Linden Campus and prevailed. The final score was increased from 79 to 89.5.

- D. There were 48 trees planted on Dulle Street as part of the Mission JC program on Sunday April 29 from 9-12. Volunteers from Jefferson City High School and the community helped to plant the trees. Trees were obtained through a grant from the Missouri Department of Conservation.
- E. A family appreciation day is planned for June 23rd at the Dorothy Pack Center.
- F. HUD released a rent reform proposal which will increase across the board for all public housing, voucher and PBRA recipients. The bill allows PHA's to modernize rent structures and streamline rent calculations. It also allows work requirements to be implemented voluntarily, but rules will be set by the HUD Secretary. The increased rents to low-income families will not keep up with the capital needs of the industry so it will be necessary to advocate adequate funding of the operating subsidy and the capital fund.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for April 17, 2018 (Exhibit 1-A)
- B. List of Disbursements for the month of April 2018. (Exhibit 1-B)
- C. Occupancy Report for the month of April 2018. (Exhibit 1-C)

Commissioner Mueller made the motion to approve the Consent Agenda. Seconded by Commissioner Weber. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

RESOLUTION NO. 4625

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 April for Hamilton, Linden Way, LaSalette and Public Housing in the amount of \$3,215.00. Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 5/15/2018)

UPDATE ON THE URBAN RENEWAL PLAN

The Housing Authority was granted possession of 103 Jackson Street. A tour of the property revealed debris in the building left by the former owner and limited water damage to the property. The lawn area will also require maintenance. The Buescher properties are still in the court process.

Commissioner White joined the meeting.

UPDATE ON DULLE TOWER RENOVATION GRANT

The request for bids for construction was posted in the newspaper May 5, 2018 with responses due June 12, 2018. There will be a pre-bid meeting May 31, 2018. There should be a recommendation for the contractor at the June Board Meeting.

UPDATE ON NO SMOKING POLICY

After a tenant meeting in April it was decided to change the location of the smoking areas at Linden Court and the Towers. One location at Linden Court was eliminated and tenants are working to find a new location that meets the distance and safety requirements. A new spot was added at the Towers to a location the tenants were using.

Reminder notices are being posted and added to the newsletter that smoking while walking to the designated spot is not permitted and the designated spots are the only spots that are permitted. Tenants cannot use other areas. We are monitoring to ensure there is sufficient space at the designated locations. Most tenants are compliant but we have noticed fewer tenants outside on bad weather days.

Mayor Tergin expressed her gratitude for the Boards' work on the Urban Renewal project and offered her gratitude to Sergeant Matherne for his work.

NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday June 19, 2018.

Commissioner Weber 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, Weber, Cain, Vincent

NAYS: None
ABSENT Kolb

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

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

Larry Vincent, Chairman

ATTEST: _____
Cynthia Quetsch, Secretary