

BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
OCTOBER 16, 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 October 16, 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 Larry Kolb, 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; and several members of the public.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	6-6
Mueller	11-12	6-6
Kolb	12-12	5-6
White	12-12	5-6
Weber	12-12	3-3
Cain	8-8	2-2

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of September 2018.
- B. The Family Self Sufficiency program monthly report was presented.
- C. Bartlett and West hosted a yard game event for the seniors on September 29, 2018.
- D. Nichols Career Center FFA hosted a pumpkin painting event on October 11, 2018.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for September 18, 2018 (Exhibit 1-A)
- B. List of Disbursements for the month of September 2018. (Exhibit 1-B)
- C. Occupancy Report for the month of September 2018. (Exhibit 1-C)

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

RESOLUTION NO. 4650

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

Commissioner White made the motion to approve the proposed rent and damage write-offs for the month of September for Hamilton Towers, Hyder and Public Housing in the amount of \$1,453.00. Vice Chair Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 10/16/2018)

#### UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

103 Jackson Street has one remaining lien.

The 90 day deadline to make 101 and 105 Jackson Street habitable is December 11, 2018. If the deadline is not met the Housing Authority gets immediate possession of the property. There are a 2 liens on the properties.

The Phase 2 lawsuit hearing is set for October 22, 2018 before Judge Joyce.

The request for development proposals on 608 East State Street are due October 29, 2018. The house was open for inspection on October 3, 2018 and again on October 15, 2018. Due to unknown issues in the house involving mold, asbestos, and other airborne concerns all staff were required to wear hepa filter masks and visitors were required to sign a release acknowledging they were warned of possible airborne issues.

#### UPDATE ON DULLE TOWER RENOVATION PROJECT

The lateral sewer line installation is done in the first 2 stacks. Installation has begun on the severe use cabinets. We anticipate the project will move rapidly in the future as the contractor is purchasing the cabinets before construction starts. The projected completion date is July 2019. We plan to move tenants into the first set of renovated units by November 1, 2018.

Two members of the public spoke on behalf of Capital City Productions and their desire to remain at the Shikles Building.

#### NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday November 13, 2018.

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 Cain seconded the motion, upon roll call vote the motion was approved.

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

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

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

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Larry Vincent, Chairman

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