

BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
AUGUST 21, 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 August 21, 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, 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; Mayor Carrie Tergin; City Councilman Ron Fitzwater; several members of the public and 1 member of 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	3-3
Cain	6-6	2-2

INFORMATIONAL ITEMS:

- A. Lindsay Graves reviewed the audit report and gave an unmodified opinion and all records were satisfactory.
- B. Commissioner Vincent asked the public members if they would like to address the Board. Rob Crouse from Capitol City Productions spoke regarding the possible sale of the Shikles building and the benefits to the community if Capitol City Productions could remain in the building.
- C. The monthly Financial Statements, Balance Sheets and Income Statements for the month of July 2018.
- D. The Family Self Sufficiency program monthly report was presented.

CONSENT AGENDA:

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

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

Commissioner White made the motion to accept the Audit Report. Seconded by Vice Chair Kolb. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

#### RESOLUTION NO. 4634

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

Vice Chair Kolb made the motion to approve the proposed rent and damage write-offs for the month of July for LaSalette, Ken Locke I, Hyder, Capital City, Hamilton Towers and Public Housing in the amount of \$7,097.92. Commissioner Weber seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 8/21/2018)

#### RESOLUTION NO. 4635

#### RESOLUTION AWARDING THE CONTRACT FOR THE SECURITY SYSTEM AT LINDEN COURT TO TECH ELECTRONICS

Last month the Board authorized staff to select a vendor. After review of the proposals the contract was awarded to Tech Electronics with fiber optic service. HUD offered an additional \$4,400.00 in security grants which will be used for 4 additional cameras.

Vice Chair Kolb made the motion to approve the contract for Tech Electronics. Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

#### UPDATE ON URBAN RENEWAL PLAN

The Housing Authority's motion to intervene in the disbursement action for the funds relating to 103 Jackson Street was granted. The IRS and a private company have been notified. A Hearing is set for September 5, 2018 where Ms. Buescher will have the opportunity to present evidence to show she has meritorious defense to the condemnation of the properties at 101 and 105 Jackson Street.

#### UPDATE ON DULLE TOWER RENOVATION PROJECT

Construction has begun, the first 2 stacks have been vacated and work has been done on the sewer lines. We are currently waiting delivery of cabinets that meet the HUD severe use cabinet standards.

#### UPDATE ON IMPLEMENTAION OF NO SMOKING POLICY

There has been some confusion on the no smoking rules based on recent national news coverage of the HUD policy. Tenants believe that the HUD policy supersedes ours. We are educating

tenants that the Board sets policies and reminding them that they signed leases indicating they would not smoke in the units. Enforcement is a challenge, especially during extreme weather. We are working to make compliance easier for tenants.

TREE GRANT

Presentation of the check for the Tree Grant was deferred to the September meeting.

NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday September 18, 2018.

Mayor Tergin expressed her gratitude for the Boards' work on the Urban Renewal project.

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

AYES:	Kolb, Mueller, White, Weber, 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, Commissioner Weber declared the motion approved.

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Larry Vincent, Chairman

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