

BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
JANUARY 15, 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 January 15, 2019, in the 1<sup>ST</sup> Floor Assembly Room at the Dulle Tower, 10 Jackson Street, Jefferson City, Missouri.

ROLL CALL: On roll call the following were in attendance: Chairman Larry Vincent; Commissioners Larry Kolb, Dennis Mueller, 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; Carrie Tergin, Mayor; 1 member of the press and members of the public.

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	11-12	3-4
Cain	11-11	2-2

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of December 2018 will be available at the February meeting. It is the end of the fiscal year for the tax credit properties and information is still being compiled.
- B. The Family Self Sufficiency program monthly report was presented.
- C. We won the appeal and expect a rescore of standard performer on the annual appraisal of public housing. The revised data that was submitted, and will be reviewed once the government shut down ends.
- D. The Holiday party for the staff and Board members will be at Reinhardt Circle on January 25, 2019. Doors open at 6:00 pm, dinner at 6:30.
- E. The employees with children signed a thank you note to the Board for approval of the 62% coverage for children for 2019.

## CONSENT AGENDA:

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

Commissioner White 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. 4658

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

Commissioner Mueller made the motion to approve the proposed rent and damage write-offs for the month of December for Capital City Apartments, Hamilton Tower, Ken Locke I and Public Housing in the amount of \$11,074.93. Vice Chair Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 01/15/2019)

### UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

An open house was held at 103 Jackson Street on January 8, 2019, about 25 people attended Request for proposals were sent out and proposals are due February 8, 2019.

The sheriff deputies allowed us in 101 and 105 Jackson Street on January 11, 2019. 101 needs some work but both buildings seem structurally sound.

The Phase 2 lawsuit hearing was continued until February 11, 2019 before Judge Joyce.

The closing on 608 East State Street was on January 10, 2019 with Dustin Long.

Members of the public spoke about the properties coming available and they are excited about the possibilities of bringing the buildings back to life. Mayor Tergin expressed her gratitude for the work of the Board and Housing Authority on the Capitol Avenue Renewal.

### UPDATE ON DULLE TOWER RENOVATION PROJECT

All work is done in the first 2 stacks. Tenants should be able to move into the first set of renovated units by January 21, 2019. Preliminary work on the 4 additional stacks has begun.

### UPDATE ON THE CONTRACT FOR RENOVATION OF 603 LINN ST

At the last meeting the Board gave staff the authority to contract the company picked by the insurance provider to process a water damage claim. The insurance company chose RIO Contracting for the bid amount of \$70,040.00 for the entire building. The insurance company will pay \$40,365.00.

## RESOLUTION NO. 4659

### RESOLUTION TO APPROVE THE PUBLIC HOUSING CAPITAL FUND 5 YEAR PLAN

A public hearing was held on the proposed capital fund plan on January 8, 2019. No public comments were received. Vice Chair Kolb made a motion to approve the Public Housing Capital Fund 5 year plan. Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

### UPDATE OF FUNDING FOR THE FAMILY SELF SUFFICIENCY PROGRAM

The December payment for the 2018 FSS grant has been delayed due to the government shutdown. We don't know if we will be approved for the 2019 grant. Staff recommends that we make the full December payment to Vicki Bullock from the voucher program reserve funds. We would also make monthly payments of \$2890.00 (50% of the grant rate) to Vicki from the reserves until we know if we have received the 2019 grant.

Commissioner White made the motion to approve funding the FSS program from the voucher reserves fund until we receive notice of the award of the 2019 grant at \$2890.00 per month (50% of the grant rate). Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

### MEDICAL MARIJUANA USE ON HOUSING AUTHORITY PROPERTY

There was discussion on how to revise the Housing Authority policies once it is legal to possess medical marijuana. Staff will research what has been done in other states where medical marijuana is legal and make recommendations to the Board.

### NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday February 19, 2019. Vice Chair Kolb is not available that day.

There was a tour of renovated units at Dulle Tower.

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.

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

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Larry Vincent, Chairman

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