

BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
SEPTEMBER 24, 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 September 24, 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; Michelle Wessler, Chief Housing Officer; Cindy Reeves, Chief Financial Officer; Jack Pletz, Legal Counsel; and Diana Walters, Administrative Assistant; Councilman Fitzwater and members of the public.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	7-8
Mueller	12-12	8-8
Kolb	11-12	7-8
White	11-12	7-8
Weber	10-12	4-5
Cain	12-12	2-3

Lindsey Graves from Graves and Associates presented the unmodified audit report for public housing.

RESOLUTION NO. 4688

RESOLUTION ACCEPTING THE ANNUAL AUDIT BY GRAVES AND ASSOCIATES, CPA'S L.L.C. OF THE JEFFERSON CITY HOUSING AUTHORITY PUBLIC HOUSING PROPERTY

Commissioner White made the motion to accept the audit report. Vice Chair Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of August 2019.
- B. The Family Self Sufficiency program monthly report was presented.
- C. We applied for and received grants for cameras for the public housing neighborhoods and an emergency grant for flooring improvements.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for August 20, 2019. (Exhibit 1-A)
- B. List of Disbursements for the month of August 2019. (Exhibit 1-B)
- C. Occupancy Report for the month of August 2019. (Exhibit 1-C)

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

RESOLUTION NO. 4689

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 August for Capital City, LaSalette, Hamilton and Public Housing in the amount of \$12,613.19. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 9/24/2019)

UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

One proposal was received for 105 Jackson Street.

The structural engineers report has been delayed but we hope to have the results soon so we will know how to proceed.

The cars on the property at Ivy Terrace and 501 E Capitol were removed by the police on September 13, 2019. Ms. Buescher was notified of the need to remove the cars by September 10, 2019 but she did not do so.

A claim was filed with FEMA on the last day to file not knowing if we have a claim for tornado damage. Hopefully the structural engineer will determine if there is any tornado damage.

UPDATE ON 608 EAST STATE STREET

Dustin Long gave an update on the property at 608 East State Street. He had done some preliminary work on the building but the tornado damaged the building prior to him insuring it. The building needs masonry work on the back, once that is complete he feels he can get insurance and move forward with the project. He applied for tax credits which delayed his start.

UPDATE ON DULLE TOWER RENOVATION PROJECT

Currently 6 stacks, 36 units are completed. Once the countertops are installed 2 more stacks will be complete. There are 5 stacks vacant and being worked on. The delay is due to the cabinets that were not ordered at the beginning of the project. There are still tenants in 1 stack waiting for new units to be completed. The architect had to redo the drawings for accessible units because the dimensions were not the same in each unit and the electrical outlets were not in the right place per HUD standards. The anticipated completion date is October 23, 2019.

UPDATE ON CAPITAL CITY APARTMENTS

The roofs and insulation are done on 7 buildings. The 2 remaining ones will be done after the destroyed units are rebuilt. The plans have been approved and we are waiting on the contractors. The safety fence on the hillside has been replaced and debris has been removed. The insurance company has agreed to replace the bent windows rather than reinstalling them. Only the damaged siding will be replaced on all buildings. We applied for assistance from FEMA which requires us to apply for a SBA loan. The applications have been submitted.

RESOLUTION NO. 4690

RESOLUTION PROHIBITING THE USE OF MEDICAL MARIJUANA ON PROPERTY

Last month the Board agreed to prohibit the use of medical marijuana in all housing properties. The Board voted to approve a general policy prohibiting the use of medical marijuana at all properties. The next step is to amend the Admissions and Continued Occupancy Policy (ACOP) for public housing, denying admission to applicants who are users and prohibiting use by current residents and revise the lease to reflect the new policy.

NEXT MEETING:

Councilman Fitzwater stated that Mayor Tergin apologized for not attending the meeting, she was in Columbia on other business.

The regular meeting will be at 7:30 a.m. Tuesday October 15, 2019.

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:	Kolb, Mueller, Cain, Weber, White, 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 Weber. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

Larry Vincent, Chairman

ATTEST: _____
Cynthia Quetsch, Secretary