

**HOUSING AUTHORITY OF THE CITY OF NEVADA, MO**

**HELD THIS 13<sup>th</sup> DAY OF AUGUST 2015**

**On this 13<sup>TH</sup> day of August 2015 at 5:33 p.m., the Housing Authority of the City of Nevada, MO Board of Commissioners met in special session at the Nevada Housing Authority, 1117 N. West St., Nevada, MO 64772.**

**The meeting was called to order by Michael Turnbull, Vice-Chairperson.**

**Roll call was taken with the following present:**

**Commissioners: Nellie Jo Boyd, Lois Crowe, Frankie L. Davis and Michael Turnbull**

**Absent: Commissioner Jennifer Thomas**

**Also present: Carol Branham, Executive Director**

**There was a motion made by Commissioner Frankie L. Davis to approve the agenda as written. Commissioner Lois Crowe seconded the motion. A vote was taken and recorded as follows:**

**Ayes: Commissioners Lois Crowe, Frankie L. Davis, Michael Turnbull and NellieJo Boyd**

**Nays: None**

**Absent: Commissioner Jennifer Thomas**

**PUBLIC PARTICIPATION**

**NONE**

**REPORTS**

**EXECUTIVE DIRECTOR**

**Consideration was given and discussion held on the written and verbal Executive Director report. Motion was made by Commissioner Lois Crowe and seconded by Commissioner Frankie L. Davis to accept the report which included the following:**

- 1. Occupancy Rate**
- 2. Section 8 Program Utilization Rate**

3. EPIC Updated Reporting
4. Update on bank account changes
5. PIC Certification Completed
6. Satellite Dish Policy
7. Storm Damage (8-8-15)
8. National Night Out Participation
9. Housing Application Process In-Service for Career Center Employees
10. MPR Ballot for Election of Board
11. Upcoming Conferences and Training
12. St. Paul Lutheran – Service Day – Expansion of Resident Garden
13. MHAPCI Safety Committee
14. Salary Adjustments
15. Director’s upcoming leadership roles in MONAHRO.

**Motion passed.**

**Following discussion of the Executive Director’s upcoming leadership roles in MONAHRO, a motion was made by Commissioner Frankie L. Davis for the Board of Commissioners to support the Director and any additional time and travel needed. The motion was seconded by Commissioner Nellie Jo Boyd. Motion passed with all commissioners expressing an appreciation for the leadership.**

#### **PRESIDENT**

**Vice-Chairperson Michael Turnbull presented the SWNAHRO Plaque to Commissioner Nellie Jo Boyd as MONAHRO Commissioner of the Year. Commissioner Boyd was recognized at the SWNAHRO Summer Conference and the Executive Director accepted the plaque on her behalf.**

#### **CONSENT AGENDA**

**A motion was made by Commissioner Lois Crowe to approve the Consent Agenda which included the following:**

##### **Regular Meeting Minutes (June 25, 2015)**

**The motion was seconded by Commissioner Nellie Jo Boyd. A vote was taken and recorded as follows:**

**Ayes:** Commissioners Michael Turnbull, Nellie Jo Boyd, Lois Crowe and Frankie L. Davis

**Nays:** None

**Absent:** Commissioner Jennifer Thomas

#### **NEW BUSINESS**

Consideration was given and discussion held on Resolution No. 911 (Submission of Section 8 Management Assessment Program Certification - SEMAP). A motion was made by Commissioner Lois Crowe to approve Resolution No. 911 as written. The motion was seconded by Commissioner Nellie Jo Boyd. A vote was taken and recorded as follows:

**Ayes:** Commissioners Nellie Jo Boyd, Lois Crowe, Frankie L. Davis and Michael Turnbull

**Nays:** None

**Absent:** Commissioner Jennifer Thomas

Consideration was given and discussion held on Resolution No. 912 (Agreement with TIPS-USA). A motion was made by Commissioner Frankie L. Davis to approve Resolution No. 912 as written. The motion was seconded by Commissioner Nellie Jo Boyd. A vote was taken and recorded as follows:

**Ayes:** Commissioners Lois Crowe, Frankie L. Davis, Michael Turnbull, Nellie Jo Boyd

**Nays:** None

**Absent:** Commissioner Jennifer Thomas

Consideration was given and discussion held on Resolution No. 913 (Approval of Purchase Mordge Manufacturing/Cross Roads Sales & Service, TIPS-USA Contract No. 2112113). A motion was made by Commissioner Lois Crowe to approve Resolution No. 913 as written. The motion was seconded by Commissioner Frankie L. Davis. A vote was taken and recorded as follows:

**Ayes:** Commissioners Frankie L. Davis, Michael Turnbull, Nellie Jo Boyd and Lois Crowe

**Nays:** None

**Absent:** Commissioner Jennifer Thomas

## **MISCELLANEOUS MATTERS**

**Executive Director Carol Branham expressed her appreciation in regards to the Board's support as she represents the agency and industry in an upcoming leadership role in MONAHRO.**

**Executive Director Carol Branham made the board aware of concerns expressed recently about parking. Tenants have more cars than in the past and there are enough parking places for all units but some tenants have expressed interest in assigned parking. Staff is concerned of the administrative burden that assigned parking would place. The Executive Director told the Board that she has asked for parking policies from other agencies and it seems consistent to not have assigned parking. She will check on some new parking signs that show resident parking only, customer parking, etc. Board affirmed the direction that the Director was taking to help resolve concerns.**

**Being no further business to come before the board, Chairperson Michael Turnbull adjourned the special session meeting.**

**Open session adjourned at 6:02 p.m.**

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**MICHAEL TURNBULL, VICE-CHAIRPERSON**

**/S/** \_\_\_\_\_

**CAROL BRANHAM, EXECUTIVE DIRECTOR/**

**RECORDING SECRETARY**

## **C E R T I F I C A T I O N**

**I, Carol Branham, the duly appointed and qualified Acting Secretary of the Housing Authority of the City of Nevada, MO do hereby certify that this is the true and correct copy of the original minutes, of the special meeting held on the 13<sup>th</sup> day of August 2015 as it related to the matters set forth in said extract, and I do further certify that each Resolution adopted at said meeting is on file and of record.**

**IN TESTIMONY WHEREOF, I have hereunto set my hand the Seal of Authority this 27<sup>th</sup> day of August 2015.**

*/s/* \_\_\_\_\_

**Carol Branham, Executive Director**

**(SEAL)**