

HOUSING AUTHORITY OF THE CITY OF NEVADA, MO

HELD THIS 28th DAY OF JULY 2016

On this 28TH day of July 2016 at 5:35 p.m., the Housing Authority of the City of Nevada, MO met in regular session at the Nevada Housing Authority, 1117 N. West St., Nevada, MO 64772.

The meeting was called to order by Jennifer Thomas, Chairperson.

Roll call was taken with the following present:

Commissioners: Lois Crowe, Jennifer Thomas and Michael Turnbull

Absent: Commissioner Frankie L. Davis

Also present: Carol Branham, Executive Director

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

Ayes: Commissioners Jennifer Thomas, Michael Turnbull and Lois Crowe

Nays: None

Absent: Commissioner Frankie L. Davis

PUBLIC PARTICIPATION

NONE

CORRESPONDENCE

A letter of resignation was presented and read by the Executive Director. Motion was made by Commissioner Lois Crowe to accept the resignation and acknowledged the appreciation for Nellie Jo Boyd's years of service. The motion was seconded by Commissioner Michael Turnbull. Motion carried.

REPORTS

FINANCIAL

The Urlaub & Co. written May 2016 financial report was presented and reviewed. Motion was made by Commissioner Michael Turnbull to accept the report. The motion was seconded by Commissioner Lois Crowe. Motion carried.

EXECUTIVE DIRECTOR

Consideration was give and discussion held on the written and verbal Executive Director's report including the following:

1. Occupancy Rate
2. VMS Utilization Rate
3. Communication from affordable housing developers.
4. Update on Training
5. SWNAHRO Awards
6. ACOP & Admin. Plan Updates needed due to Streamlining Rule
7. August Advocacy Efforts
8. CAP Certification completed
9. Partner letter from EPA
10. Reporting requirements for public health
11. GAAP Worksheets completed for FYE 6-30-16
12. AFFH meeting in Jefferson City July 27
13. Success of HR3700
14. DOL Rule Change effective 12-1-16
15. EAP Renewal
16. Discussion of removal of emergency cords from Chapman Estates
17. Discussion of utility rate and energy audit studies by Urlaub & Co.
18. Nevada Elks Lodge Summer Healthy & Happy Always Program

Motion was made by Commissioner Lois Crowe to accept the Executive Director's written and verbal report. Motion was seconded by Commissioner Michael Turnbull. Motion carried.

PRESIDENT

NONE

CONSENT AGENDA

A motion was made by Commissioner Mike Turnbull to approve the consent agenda which included the special meeting minutes for June 23, 2016. The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:

Ayes: Commissioners Mike Turnbull, Lois Crowe and Jennifer Thomas

Nays: None

Absent: Commissioner Frankie L. Davis

NEW BUSINESS

Consideration was given and discussion held on Resolution No. 941 (Approval of Extra Policing Service Contract with the City of Nevada, MO). Motion was made by Commissioner Michael Turnbull to approve Resolution No. 941 as written not to exceed \$25,000. The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:

Ayes: Commissioners Lois Crowe, Jennifer Thomas and Michael Turnbull

Nays: None

Absent: Commissioner Frankie L. Davis

Consideration was given and discussion held on Resolution No. 942 (Salary Adjustment for Housing Authority Employees of the City of Nevada, MO). A motion was made by Commissioner Lois Crowe to approve Resolution No. 942 as written. The motion was seconded by Commissioner Michael Turnbull. A vote was taken and recorded as follows:

Ayes: Commissioners Jennifer Thomas, Michael Turnbull and Lois Crowe

Nays: None

Absent: Commissioner Frankie L. Davis

Consideration was given and discussion held on Resolution No. 943 (Agreement for Audit Services with Benton CPA, Cassville,, MO Fiscal Year Ending June 30, 2016). A motion was made by Commissioner Michael Turnbull to approve Resolution No. 943 as written in the amount of \$5,500. The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:

Ayes: Commissioners Mike Turnbull, Lois Crowe and Jennifer Thomas

Nays: None

Absent: Commissioner Frankie L. Davis

MISCELLANEOUS MATTERS

The Executive Director discussed with the board the continued need for discussion of a Succession Plan for the agency.

Chairperson Jennifer Thomas asked for an Executive Session to be placed on the next meeting agenda.

Being no further business to come before the board, Chairperson Jennifer Thomas adjourned the regular session meeting.

Open session adjourned at 6:15 p.m.

JENNIFER THOMAS, 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 meeting held on the 28th day of July 2016 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 25th day of August 2016.

/s/ _____

Carol Branham, Executive Director

(SEAL)