

HOUSING AUTHORITY OF THE CITY OF NEVADA, MO

HELD THIS 28th DAY NOVEMBER 2018

On this 28th day of November 2018 at 5:31 p.m., the Housing Authority of the City of Nevada, MO met in special session at the Nevada Housing Authority, 1117 N. West St., Nevada, MO 64772.

The meeting was called to order by Chairperson Michael Turnbull.

Roll call was taken with the following present:

Commissioners: David Heumader, Trudy Snead and Michael Turnbull

Absent: Commissioner Chrystie Braden

Also present: Carol Branham, Executive Director

A motion was made by Commissioner Trudy Snead to approve the revised agenda as written. Commissioner David Heumader seconded the motion. A vote was taken and recorded as follows:

Ayes: Commissioners David Heumader, Trudy Snead and Michael Turnbull

Nays: None

Absent: Commissioner Chrystie Braden

PUBLIC PARTICIPATION

NONE

CORRESPONDENCE

Carol Branham, Executive Director reviewed the thank you letter from Crowder College for hosting the Upward Bound Students and requested that our facility host them annually in the fall.

REPORTS

EXECUTIVE DIRECTOR

Consideration was given and discussion held on the written and verbal Executive Director's report.

- 1. Introduction of Jemimah NaSara, Cottey College Intern**
- 2. Public Housing Occupancy Report**
- 3. Section 8 Utilization Report**
- 4. Board Meeting Schedule for December**
- 5. Schedule for staff during the holidays**
- 6. Resident Meeting December 20, 2018**
- 7. December Newsletter**
- 8. Staffing**
- 9. Succession Plan discussion**
- 10. Board Member Recommendation**

Motion was made by Commissioner David Heumader to accept the Executive Director written and verbal report. The motion was seconded by Commissioner Trudy Snead. Motion carried.

Consideration was given, and discussion held on recommendation to the Mayor and City Council for a board member to replace Lois Crowe. Following discussion, motion was made Commissioner Trudy Snead to recommend the appointment of Linda Barnes to the Board of Commissioners. The motion was seconded by David Heumader. A vote was taken and recorded as follows:

Aye: Commissioners Trudy Snead, Michael Turnbull and David Heumader

Nay: None

Absent: Commissioner Chrystie Braden

PRESIDENT

NONE

FINANCIAL

Consideration was given, and discussion held on the June 30, July 31, August 31, September 30 and October 21, 2018 written financial reports from Urlaub & Co. A motion as made by Commissioner David Heumader to accept the written financial reports as stated. The motion was seconded by Commission Trudy Snead. Motion carried.

CONSENT AGENDA

A motion was made by Commissioner Trudy Snead to approve the Consent Agenda which included special session minutes for August 16, 2018. The motion was seconded by Commissioner David Heumader. A vote was taken and recorded as follows:

Ayes: Commissioners Michael Turnbull, David Heumader and Trudy Snead

Nays: None

Absent: Commissioner Chrystie Braden

UNFINISHED BUSINESS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

Consideration was given, and discussion held on Resolution No. 1027 (Procurement Policy Update). A motion was made by Commissioner David Heumader to postpone Resolution No. 1027 as recommended by the Executive Director. The motion was seconded by Commissioner Trudy Snead. A vote was taken and recorded as follows:

Ayes: Commissioners David Heumader, Trudy Snead and Michael Turnbull

Nays: None

Absent: Commissioner Chrystie Braden

Consideration was given, and discussion held on Resolution No. 1028 (Renewal for 2019 with MHAPCI). A motion was made by Commissioner Trudy Snead to approve Resolution No.1028 as written. The motion was seconded by Commissioner David Heumader. A vote was taken and recorded as follows:

Ayes: Commissioners Trudy Snead, Michael Turnbull and David Heumader

Nays: None

Absent: Commissioner Chrystie Braden

Consideration was given, and discussion held on Resolution No. 1029 (Payment in Lieu of Taxes FYE 06-30- 2018). A motion was made by Commissioner David Heumader to approve Resolution No. 1029 as written. The motion was seconded by Commissioner Trudy Snead. A vote was taken and recorded as follows:

Ayes: Commissioners Michael Turnbull, David Heumader and Trudy Snead

Nays: None

Absent: Commissioner Chrystie Braden

Consideration was given, and discussion held on Resolution No. 1030 (Updated Maintenance Charges). A motion was made by Commissioner Trudy Snead to approve Resolution No. 1030 as written. The motion was seconded by Commissioner David Heumader. A vote was taken and recorded as follows:

Ayes: Commissioners David Heumader, Trudy Snead and Michael Turnbull

Nays: None

Absent: Commissioner Chrystie Braden

Consideration was given, and discussion held on Resolution No. 1031 (Fair Market Rent Limits/Payment Standards for 2019). A motion was made by David Heumader to approve Resolution No. 1031 as written. The motion was seconded by Commissioner Trudy Snead. A vote was taken and recorded as follows:

Ayes: Commissioners Trudy Snead, Michael Turnbull and David Heumader

Nays: None

Absent: Commissioner Chrystie Braden

Consideration was given, and discussion held on Resolution No. 1032 (HUD 2019 Posted Fair Market Rent/Public Housing Program 2019 Flat Rent Schedule). A motion was made by Commissioner Trudy Snead to approve Resolution No. 1032 as written. The motion was seconded by Commissioner David Heumader. A vote was taken and recorded as follows:

Ayes: Commissioners Michael Turnbull, David Heumader and Trudy Snead

Nays: None

Absent: Commissioner Chrystie Braden

MISCELLANEOUS MATTERS

The Executive Director reported on staffing and asked the board for more guidance as she is developing a success plan for the agency. Discussion was held, and the Executive Director was asked to bring back a recommendation for a succession plan.

Being no further business to come before the board, motion was made by Commissioner David Heumader to adjourn, seconded by Commissioner Trudy Snead. A vote was taken and recorded as follows:

Ayes: Commissioners David Heumader, Trudy Snead and Michael Turnbull

Nays: None

Absent: Commissioner Chrystie Braden

Chairperson Michael Turnbull adjourned the meeting.

The open session adjourned at 6:30 p.m.

MICHAEL TURNBULL, 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 November 2018 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 31st day of January 2019.

/s/ _____

Carol Branham, Executive Director

(SEAL)