

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

**MINUTES**

**June 20, 2023**

**On this 20<sup>th</sup> of June 20, 2023, at 7:04 p.m. the Board of the Housing Authority of the City of Nevada, MO met in regular session at the Crawford House, 1117 N. West St., Nevada, MO 64772.**

**The meeting was called to order by Chairperson David Heumader at 7:04pm.**

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

**Commissioners: David Heumader, Kodie Schmitt, and Amber Williamson**

**Absent: Commissioners (Excused) Chrystie Braden**

**Also, present: Amanda Koehn, Executive Director**

**A motion was made by Commissioner Amber Williamson to approve the agenda. Commissioner Kodie Schmitt seconded the motion. A vote was taken and recorded as follows:**

**Ayes: Commissioners David Heumader, Kodie Schmitt, and Amber Williamson**

**Nays: None**

**Absent: Commissioner Chrystie Braden**

**PUBLIC PARTICIPATION**

**REPORTS**

**DIRECTOR**

**Amanda Koehn, Executive Director presented her report which included the following:**

- Public Housing Occupancy Rate - 98% in PIC**
- Section 8 Utilization Rate- 46 vouchers under contract 4 vouchers on the street and 1 will be issued July 1<sup>st</sup>.**
- Workorder Summary we had 67 workorders placed for the month of June.**

- **Financial overview discussion overview of financials and opening CDs per our fee accountant**
- **Motion was made by Commissioner Amber Williamson to accept the Executive Director's report. The motion was seconded by Commissioner Kodie Schmitt. Motion passed unanimously.**

## **PRESIDENT**

## **FINANCIAL**

**Consideration was given of the written financial report from Urlaub & Co. for April 30, 2023, and May 31, 2023. Motion was made by Commissioner Amber Williamson and seconded by Commissioner Kodie Schmitt to accept the written financial report for April 30, 2023, and May 31, 2023. Motion passed unanimously.**

## **CONSENT AGENDA**

**A motion was made by Commissioner Kodie Schmitt and seconded by Commissioner Amber Williamson to approve the consent agenda which includes May 24, 2023, board minutes. A vote was taken and recorded as follows:**

**Ayes: Commissioners, Amber Williamson, David Heumader and Kodie Schmitt**

**Nays: None**

**Absent: Commissioner Chrystie Braden**

## **UNFINISHED BUSINESS**

**NONE**

## **OLD BUSINESS**

**NONE**

## **NEW BUSINESS**

**Consideration was given and discussion held on Resolution No. 2095 (OPERATING BUDGET REVISION #1 FOR YEAR ENDING JUNE 30, 2023, HUD FORM 52574) as written. Motion was made by Commissioner Kodie Schmitt the motion was seconded by Commissioner Amber Williamson. A vote was taken and recorded as follows:**

**Ayes: Commissioners David Heumader, Kodie Schmitt, and Amber Williamson**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2096 (OPERATING BUDGET FOR YEAR ENDING JUNE 30, 2024, HUD FORM 52574) Motion was made by Commissioner Kodie Schmitt the motion was seconded by Commissioner Amber Williamson. A vote was taken and recorded as follows:**

**Ayes: Commissioners Kodie Schmitt, and Amber Williamson, and David Heumader,**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2097 (REMOVAL OF PAST DUE ACCOUNTS FROM THE BOOKS OF THE HOUSING AUTHORITY OF THE CITY OF NEVADA, MO) Motion was made by Commissioner Kodie Schmitt the motion was seconded by Commissioner Amber Williamson. A vote was taken and recorded as follows:**

**Ayes: Commissioners Amber Williamson, David Heumader, and Kodie Schmitt**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2098 (Approval for Waiver of Over Limits Accrued Leave Set by Personnel Policy Earned by Fulltime Employees for Fiscal Year Ending June 30, 2023, Motion was made by Commissioner Amber Williamson the motion was seconded by Commissioner Kodie Schmitt. A vote was taken and recorded as follows:**

**Ayes: Commissioners David Heumader, Amber Williamson, and Kodie Schmitt**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2099 (Approval for the termination of the Bank of America credit card) Motion was made by Commissioner Amber Williamson the motion was seconded by Commissioner Kodie Schmitt. A vote was taken and recorded as follows:**

**Ayes: Commissioners Amber Williamson, Kodie Schmitt, and David Heumader**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2100 (Admissions and Continued Occupancy Policy Public Housing Program Bedbug Policy) Motion was made by Commissioner Kodie Schmitt the motion was seconded by Commissioner Amber Williamson. A vote was taken and recorded as follows:**

**Ayes: Commissioners Amber Williamson, David Heumader, and Kodie Schmitt**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2101 (Approval for Nevada Housing Authority Staff bedbug infestation) Motion was made by Commissioner Kodie Schmitt the motion was seconded by Commissioner Amber Williamson. A vote was taken and recorded as follows:**

**Ayes: Commissioners, David Heumader, Kodie Schmitt, and Amber Williamson**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2102 (Approval for Trespass Policy) Motion was made by Commissioner Amber Williamson the motion was seconded by Commissioner Kodie Schmitt. A vote was taken and recorded as follows:**

**Ayes: Commissioners, Kodie Schmitt, David Heumader, and Amber Williamson**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2103 (Approval of Replacing gas lines for Fairground Estates) Motion was made by Commissioner Amber Williamson the motion was seconded by Commissioner Kodie Schmitt. A vote was taken and recorded as follows:**

**Ayes: Commissioners, Amber Williamson, David Heumader, and Kodie Schmitt**

**Nays: None**

**Absent: Chrystie Braden**

**Consideration was given and discussion held on Resolution No. 2104 (Approval for a Cost-of-living Salary adjustment to all full-time employees) Motion was made by Commissioner Amber Williamson the motion was seconded by Commissioner Kodie Schmitt. A vote was taken and recorded as follows:**

**Ayes: Commissioners, David Heumader, Amber Williamson and Kodie Schmitt**

**Nays: None**

**Absent: Chrystie Braden**

### **MISCELLANEOUS MATTERS**

**Being no further business to come before the board, motion was made by Commissioner Chrystie Braden to adjourn, seconded by Commissioner Amber Williamson. A vote was taken and recorded as follows:**

**Ayes: Commissioners Amber Williamson, David Heumader, Chrystie Braden**

**Nays: None**

**Absent: Commissioner Pete Schmidt and Kodie Schmitt**

**Chairperson David Heumader adjourned the meeting.**

**The open session adjourned at 7:44 p.m.**



**DAVID HEUMADER, CHAIRPERSON June 20, 2023**

### **CERTIFICATION**

**I, Amanda Koehn, 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 20<sup>th</sup> day of June 2023 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 and the Seal of Authority this 20<sup>th</sup> day of June 2023.

Is 

Amanda Koehn, Executive Director

(SEAL)

