



Commissioners

Emmet Pierson, Jr.	Chair
Barbara Henson	Vice Chair
Kathryn Kelsey	Member
Tameka Bryant	Member
Dr. Syrtiller M. Kabat	Member
Phyllis Edson	City Liaison
Darrin J. Taylor	Executive Director

**MINUTES OF BOARD OF COMMISSIONERS MEETING
LEES SUMMIT HOUSING AUTHORITY**

The Board of Commissioners of the LEES SUMMIT HOUSING AUTHORITY met in regular communication on Wednesday, January 2, 2019, at 7:00 p.m., at 111 SE Grand Avenue, in Lees Summit, Missouri. Emmet Pierson, Board Chair called the meeting to order, and upon roll call, the following members were:

Present:

Emmet Pierson, Chair
Barbara Henson, Member
Kathy Kelsey, Member
Tameka Bryant, Member
Syrtiller Kabat, Member
Darrin Taylor, Secretary

Absent:

Phyllis Edson, City Liaison

Others Present:

Mayor Bill Blair

CONSENT AGENDA

Consent to approve the following items was moved, seconded, and granted.

- A. December 5, 2018 Minutes
- B. Approval of Expense Report 12/01/2018 – 12/31/2018
- C. Reports of the Executive Director
 - Occupancy reports: Low-Income PH – Taylor reported that for December are at 100% occupied. Taylor gave a Section 8 HCV program snap shot; we have several families in search mode and some in lease up status. To date we are at steady at 96% cumulative annual leased and 96% cumulative BA eligibility expended; goal is 100%.
 - Financial reports: Low-Income PH and Section 8 HCV financials - financial statements were reviewed and approved.
 - Routine maintenance and unit turn-over: overview of current-status of routine maintenance and unit turn-over status was provided. We are gearing-up for appliance replacements in all units.



- HQS inspection report: the number of HQS inspections for the current period was reviewed.
- Resident Functions: January Resident Dinners "Chili" - Lee Haven on January 11th and Duncan Estates on January 18th. VNA is conducting blood glucose and blood pressures at wellness clinics each month.

D. Capital Improvements Reports:

- 1) Taylor also reported on the Duncan Estates bathroom rehab project bid results. Taylor reported that low-bidder NW Rogers references have been checked and recommendation to proceed to contract. A contract signing pre-construction meeting is set for January 11, 2019.
- 2) Taylor also reported he is preparing two applications for the CDBG program. One application will be for Phase II Duncan Estates bathroom rehab. The second application will be under the CDBG public service activity – funding a Development Staff position. A discussion ensued regarding the amount(s) to be applied for in both applications, it was noted that the applications will be ready at the February 6, 2019 meeting.

ACTION

Commissioner Kathy Kelsey, resident of Duncan Estates was recognized for her accreditation as a NAHRO Certified Commissioner. Mayor Bill Baird was in attendance and congratulated Commissioner Kelsey on her accomplishment. Taylor noted that the Lee's Summit Tribune, Editor Linda Ahern wanted to do a profile on Kathy for the paper. Mayor Baird addressed the Board of Commissioners and praised them for their commitment and work to educate City leaders and the Community about the needs for more affordable housing solutions and opportunities.

REPORT/DISCUSSION

Taylor presented an overview of the Rental Assistance Demonstration program. The presentation included an outline of the action steps required to start the process of applying and converting the public housing stock to a RAD development. It was noted that all RAD conversions require outside Consultants who are specializing in RAD. The Board was briefed on the differences between a Project Based Voucher and Project Based Rental Assistance platforms. Opportunities include, demo/disposition/repositioning, new construction and rehabilitation of existing housing stock under RAD. There was no Board action at this time to move forward with a Request For Proposal (RFP) for a RAD Consultant.

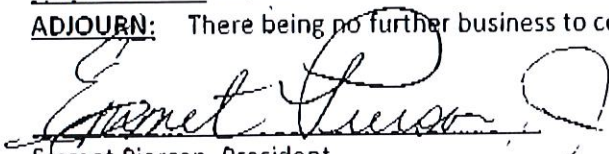
Taylor updated the Board on recent public meetings he attended regarding the Land Use Mapping by the COLS Planning Department. These meetings were to allow public comments in the updated comprehensive plan – land use amendments being proposed. In particular, the Board viewed proposed land use "high density" allocations in the area of US 50 Hwy and Blackwell Interchange. This area included the recent proposal to construct 600 luxury apartments, that was petitioned against by local residents. Taylor explained that the plan amendment area includes land use for medium/high density; although the areas to the south of US 50 Hwy would require infrastructure not currently present. Taylor also noted that this area is downstream from the sewer treatment facility and would require lift-stations to be constructed. The City will be holding the final public input and vote to adopt the amendments at next City Council meeting.

The Board was presented an overview of two applications to receive CDBG funds. One application in the Public Service category; to staff a Development Specialist at LSHA. The second application in the Construction category, to fund Phase II Duncan Estates bathroom rehabilitation in 33 public housing residential units. Taylor reported that he would have both applications prepared for approval at the February Commissioner meeting. President Pierson inquired as to the dollar amounts of the applications and it was estimated both applications total ask will be approximately \$269,000. Taylor footnoted, the City generally receives \$365,000 in CDBG funds annually.

Last discussion item, Taylor reported that the on-line web application is in process. This new feature will allow for families to apply for our Housing Choice Voucher and public Housing Programs from a computer or mobile devices. The information inputted will be directly uploaded into the data base, saving significant staff hours of work versus the traditional paper application. The system will also allow applicants access to update their information, check waiting list position or remove their application. It was noted once the web application is fully functional, it will be added to our website. Taylor reported that we are working to be fully operational by March 1st.

Other Business NONE

ADJOURN: There being no further business to come before the Board, the meeting adjourned.



Emmet Pierson, President

Darrin Taylor, Secretary