



Commissioners	
Emmet Pierson, Jr.	Chair
Barbara Henson	Vice Chair
Kathryn Kelsey	Member
Tameka Bryant	Member
Dr. Syrtiller M. Kabat	Member
Phylliss 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, February 11, 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
Kathy Kelsey, Member
Tameka Bryant, Member
Syrtiller Kabat, Member
Darrin Taylor, Secretary
Phylliss Edson, City Liaison

Absent:

Barbara Henson, Telecom

Others Present:

CONSENT AGENDA

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

- A. Minutes January 2, 2019
- B. Approval of Expense Report 01/02/2019 – 01/31/2019
- C. Reports of the Executive Director
 - Occupancy reports: Low-Income PH – Taylor reported that for Januray 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 99.2% cumulative annual leased and 105.9% cumulative BA eligibility expended. It was noted that Taylor's request for the release of HHR to support increased leasing was approved by HUD/FMC.
 - 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. Maintenance is installing new appliances in all units.
- HQS inspection report: the number of HQS inspections for the current period was reviewed.
- Resident Functions: February Dinners "Pot Luck" - Lee Haven on February 8th and Duncan Estates on February 15th. 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. All submittals have been approved by the architect. Materials are ordered and Notice to Proceed will be issued by March 11, 2019.
- 2) Taylor also reported that applications totaling \$170,000 in CDBG funding have been submitted for the 2019-2020 CDBG PY. 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. The public hearing is set for March 13, 2019 at 4:00 pm at City Hall Council Chambers.

ACTION

Taylor presented information regarding the HUD 2012 Offset litigation. An email from the Attorney was provided to Commissioners. A discussion regarding establishing a 501c3 Non-Profit development entity followed. Taylor reminded the Board that the proceeds from the law suit; if awarded, may be used for stat-up of a non-profit; they are not encumbered by normal HUD rules for use of funds. The recommendation would be used to start a non-profit development arm of LSHA.

Taylor discussed the used appliances and referenced LSHAs disposition policy. It was noted that these used appliances can be donated to local charitable organizations under the policy. Commissioner Kabat moved that the used refrigerators be donated, seconded by Commissioner Kelsey and unanimously approved.

The CDBG applications for the 2019-2020 PY were discussed under Capital Improvements.

REPORT/DISCUSSION

Taylor reported that information is ready to discuss concerning the upcoming date of renewal for health insurance. LSHAs broker of record has gathered quotes for the health insurance program and Taylor has collected information regarding Health Benefits Plan (HBP) a pool of PHAs, that may also be in consideration. Dates for the Commissioners Committee will be set to discuss options for renewal once current renewal rates come in.

The Board was informed that the date of the PILOT waiver hearing with the City Finance Committee was February 11, 2019. Taylor reported that he attended the meeting and answered questions regarding our request. Taylor reported that the PILOT waiver was approved by the Finance Committee and will be submitted to City Council for final approval at next regular session.

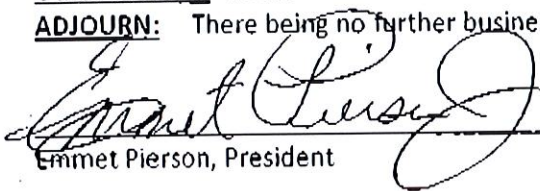
Commissioner Bryant and Taylor reported on a presentation that the gave to the Keller Williams Real Estate Group on February 11, 2019. The presentation covered the need for affordable housing options, that is a priority for LSHA. It was noted that there were several in attendance including Council Members Edson and DeMoro.

Taylor presented the Commissioners with a letter from Vicki Davis announcing her retirement from LSHA. Ms. Davis has been employed with the Lee's Summit Housing Authority for 37 years. Taylor also presented a job description and advertisement for hiring a Financial Director with salary range – no action was taken or approved by the Board.

Taylor presented the Board of Commissioners with a letter of resignation of his position as Executive Director of LSHA. Taylor also presented a job description and advertisement; no action was taken or approved by the Board. Taylor thanked the Board for the past 14 years of service and wished them continued successes in the future.

Other Business NONE

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


Emmet Pierson, President

Darrin Taylor, Secretary