

MINUTES OF A REGULAR MEETING OF
LAWRENCE-DOUGLAS COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING

October 22, 2018
5:30 p.m.

Clinton Place
Activity Room

1. Call of Roll

Chair Powers called the meeting to order at 5:33 pm. Upon call of roll, the following Commissioners responded present:

Jamie Davison
Maria Duran
Wallace Meyer, Jr.
Ellen Paulsen via Skype
Joshua Powers

Also present were member of the public Dava Spohn, and LDCHA staff members Beverly Hyatt, Ruth Lichtwardt, and Shannon Oury.

2. Approve Minutes of the September 24, 2018 Board of Commissioners Meeting

Commissioner Meyer moved to approve the Minutes as presented. Vice Chair Duran seconded. The motion passed unanimously.

3. Receive Comments from Tenants and Public

There were no comments.

4. CONSENT AGENDA

- A. Receive September 2018 Public Housing Financial Reports
- B. Receive September 2018 Clinton Place Financial Reports
- C. Receive September 2018 Section 8 Program Report
- D. Receive Lawrence Expanded Housing Third Quarter Financial Report
- E. Receive Positive Bright Start Annual Report
- F. Receive Quarterly Demographic Report
- G. Update on Agency Health Insurance

Commissioner Davison moved to approve the Minutes as presented. Vice Chair Duran seconded. The motion passed unanimously.

5. REGULAR AGENDA

- A. Receive Executive Director's Report

Executive Director Oury reported that last week HUD withdrew its attempt to make unilateral changes to the ACC tied to the drawing down of 2018 Capital Funds. Multiple industry organizations and groups had lodged complaints against the attempt, which did not follow regulatory procedure. With that barrier out of the way, staff is now getting ready to pull

down the funds, which leaves the agency in a much better financial position to get the planned capital projects started.

Commissioner Meyer had asked at the last meeting about tenant input into Capital Funds. Ms. Oury reported that the annual meetings with tenants have been scheduled, and the results of those will be brought to the Board, likely at the December meeting. There will be an historical list of capital projects and an outline of the ages of systems to see what has reached its useful life and should be scheduled for replacement.

Ms. Oury reported on a grant which the agency has applied for in order to add solar panels along with built-ins to the Cottages at Green's Lake. The cost would be about \$200,000. She has discussed it with the architect, who says it would be possible to add to the project. Commissioner Meyer asked if the Cottages could be energy self-sufficient with solar panels, and if excess electricity could be sold back. Ms. Oury answered that they could be self-sufficient at least for electricity, and that, if generated, extra electricity could be sold back. She gave a brief synopsis of the Westar metering system. The grant application was assembled and submitted in a very small window of time and the answer is expected around Thanksgiving.

Ms. Oury gave background on the reserve offset lawsuit against HUD of which LDCHA is a part. The decision should be made in two to six months.

Clinton Place has a REAC inspection scheduled for December 12. In answer to a question from Commissioner Meyer, additional detail was given on REAC inspection procedure.

Ms. Oury gave background on the several years of grants which the City and County had given the LDCHA for the New Horizons housing program to provide transitional housing for homeless families with children who were at the shelter. She provided an update on the participants in the program, which has been very successful. She described some options which the agency is considering with partners to provide better support services to the participants. She asked if the Board is willing to go forward with extending New Horizons. There were some questions from the Board about the funding of the grant, and the Housing Trust Fund. The Board voted to approve the staff to apply for continuing New Horizons funding from the City.

Ms. Oury provided a history of her membership on the MTW Steering Committee, and the changes coming to the MTW program due to the Congressional mandate to expand the MTW program to an additional 100 agencies, including small agencies. The role of the MTW Steering Committee is evolving with these changes, and it is coming under the wing of the Council of Large Public Housing Authorities (CLPHA). She requested the Board's approval for her continued participation on the Committee, which will require some travel and to pay a membership fee to join CLPHA. The Board voted its approval.

Ms. Oury also followed up on the question from a Babcock Place tenant at last month's meeting about keeping the computer lab open longer hours. She had spoken with the staff, who are uncomfortable with leaving the lab open after hours since there would be no security for the equipment, which was purchased with a large grant. If tenants want to use a computer for email or web browsing after lab hours, there are still computers available in the Babcock recreation room, which is always open. There was discussion about how the

tenants use the computers, with Vice Chair Duran contributing her knowledge as a Babcock Place resident. The Board concurred that there was not a reason to leave the lab open later. Chair Powers said he would prefer to leave that sort of decision to staff.

B. Receive Energy Performance Contract Year 6 Savings Report

Executive Director Oury explained that the report is part of the 20-year energy performance contract with Siemens. While there was an overall savings on utilities, there were no savings achieved for electricity did not meet the guaranteed level. It is highly likely that the new boilers which were installed in February at Babcock Place will make a difference in the electricity costs, and since the report runs from July to June, the expected savings have probably not had a chance to be reflected in the report yet. Staff will continue to closely monitor the energy usage.

C. Resolution 2018-28: Approve Policy for Disposition of LDCHA-Owned Personal Property

Executive Director Oury reported that the last time the policy had been updated was in 1984. Last year the Board adopted an updated policy for disposition of abandoned tenant property, which was also extremely outdated. The current policy for agency-owned property has never addressed the disposal of broken appliances, for instance, and this update addresses that issue. The agency will continue to keep a written record of all items which are disposed of, and how. This policy also includes an updated dollar limit for Board approval, which means that the Board will no longer need to personally approve, for example, every obsolete electronic item which is being recycled or every broken office chair as it currently does.

Commissioner Davison moved to approve Resolution 2018-28 as presented. Commissioner Meyer seconded. The motion passed unanimously.

D. Discuss December Meeting Date and Possible Agency Holidays

Executive Director Oury pointed out that per the By-Laws, the Board meets on the fourth Monday of each month, which for December is Christmas Eve. She suggested that if the Board would prefer not to meet on that day, the meeting could be moved to the previous Monday, December 17. The second part is a request for Board permission to allow the agency to close all day on Christmas Eve as a holiday, and to close at noon on New Year's Eve, December 31. This follows previous agency practice when the Christmas and New Year's holidays fall on these days.

Commissioner Davison moved to change the meeting date for December to the 17th, and to allow the agency to close all day on December 24 and at noon on December 31. Commissioner Meyer seconded. The motion passed unanimously.

E. Discuss Construction of a Gazebo Located at Babcock Place that will Allow Use by Smokers

Chair Powers said that he was sorry he had missed the extended conversation about the gazebo at the previous meeting, but that he had closely read the minutes outlining the

discussion. He stated that he is in favor of construction of the gazebo because although he is not in favor of smoking, he believes that smokers do need protection on the property while adhering to HUD's 25-foot rule. He does not believe that banning smoking on the property entirely would be a good idea. Commissioner Meyer summarized some of the discussion which had taken place and asked if some other location on the property would work for the gazebo. Executive Director Oury said she had been outside Babcock Place with a tape measure examining possible alternative locations for the gazebo. The Board and Ms. Oury reviewed a map which had the 25-foot perimeter around Babcock Place marked, and discussed at length the pros and cons each of the possible sites. The history of previous public comment was reviewed by the commissioners and each in turn offered their thoughts on the issue. There was also considerable discussion on gazebo design options. Vice Chair Duran provided an account of the comments she has received from residents over several years on the smoking issue. Chair Powers said he would like to give staff the go-ahead to determine the best design options and placement and asked for regular updates on the project.

Vice Chair Duran moved to proceed with a gazebo for smokers at Babcock Place. Commissioner Davison seconded. The motion passed unanimously. Chair Powers thanked everyone for the great discussion.

Ms. Oury brought up a question from the last meeting where someone had asked about the number of people on the waiting list. She called the Board's attention to the waiting list information contained in the quarterly demographic report which was part of the Consent Agenda.

6. Calendar and Announcements

Executive Director Oury announced that the annual Team Celebration lunch will be on the upcoming Thursday from noon – 1:30 pm at the Union Pacific Depot and invited the Board members to attend if they are available. The LDCHA offices are closed Monday, November 12 for Veteran's Day Holiday. Vice Chair Duran said that Babcock Place will be providing candy for trick-or-treaters on Halloween. Ms. Oury said that as spring approaches, staff will be looking at the Babcock Place garden for possible expansion or other amenities. Vice Chair Duran said that she will not be present at the November meeting.

7. Adjournment

There being no further items of business, Commissioner Davison moved to adjourn. Vice Chair Duran seconded. The meeting adjourned at 6:44 pm.

Chair

Secretary

Attest