

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

June 3, 2019
4:30 p.m.

Clinton Place
Meal Site

1. Call of Roll

Chair Powers called the meeting to order at 4:35 pm. Upon call of roll, the following Commissioners responded present:

Jamie Davison
Maria Duran
Walter Meyer, Jr.
Ellen Paulsen
Joshua Powers

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

2. Study Session

Executive Director Oury presented a PowerPoint overview of the demographics of the residents served by LDCHA, and those on the waiting lists. She gave an overview of the types of funding mechanisms available to the agency, and development constraints. There were many questions, and the Board concluded that it should explore several of the specific issues more in-depth at a later date.

3. Approve Minutes of April 24, 2019 Board of Commissioners Meeting

Commissioner Paulsen moved to accept the Minutes as presented. Commissioner Meyer seconded. The motion passed unanimously.

4. Receive Comments from Tenants and Public

Mr. Dunn commented that the City is apparently being very swift with code enforcement. He said a tenant of his had placed a couch on a porch on a Sunday, and the City had contacted him on Monday to have the couch removed. He also spoke about a tenant of his who was moving and had some incidents with the police. He suggested that it might be good for staff to encourage tenants to write an explanatory letter after incidents like that in order to provide a record if questions are raised about such incidents in the future. He said that he understands something like that might be done through Resident Services. Mr. Dunn also related a story to illustrate the importance of housing providers having backup for situations at which they cannot be present.

5. CONSENT AGENDA

- A. Receive April 2019 Public Housing Financial Reports
- B. Receive April 2019 Clinton Place Financial Reports
- C. Receive April 2019 Section 8 Program Report

Mr. Dunn requested more detail on Item 5C. Executive Oury explained that this year's proration from HUD was unexpectedly high, and the agency is working on a revised budget to incorporate the surplus. The Section 8 program is currently over 100% leased up.

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

6. REGULAR AGENDA

A. Executive Director's Report

Executive Director Oury reported that the public housing funding tools have been submitted to HUD but the final funding has not been announced yet. Funding through June has had a 97% proration. Once the final funding is confirmed, a new budget will be brought to the Board for approval.

Ms. Oury said the LDCHA has been approached by DCCCA to provide property management for units which DCCCA would develop. The tenants would be clients of DCCCA, which would provide all the case management. She said she wanted the Board to be aware that this conversation has happened, and the Board will be kept informed if this moves forward. Unlike the Bert Nash units in Baldwin City, this is not a HUD project and so the terms of any agreement to manage the property would be negotiated. Chair Powers asked about a timeline, and Ms. Oury said they are likely looking at a groundbreaking in 2021 or 2022. The Board voiced support for this type of partnership.

Ms. Oury reported that just after the Board packet went out for this meeting, the agency received a letter from HUD accepting the submission of the 2017 and 2018 MTW Reports.

Chair Powers has been re-appointed by the Mayor for a second term on the LDCHA Board.

The determination letter from the IRS has been received which grants 501(c)3 status to the Full Circle Youth Program.

The final Annual Report has been taken to the City and County Commissioners, and will be mailed to the Congressional delegation.

The agency has received a \$2,000 grant from Midco to purchase laptops for families.

Additionally, the agency has received a NAHRO Award of Merit for the Renter's Ed program, which was established in 2002. The curriculum has recently been updated.

B. Discuss Preliminary Objectives for the 2020 MTW Annual Plan

Executive Director Oury outlined the timeline for the Plan development process and went into detail on the two possible activities which staff has proposed. She asked if the Board has any input or ideas as well.

Ms. Oury explained that Activity 14-1 has been on hold for several years due to limitations in Lindsey, the agency's software, and will now be closed out because Lindsey is not going to cooperate in developing a solution. Tracking the activity by hand would take an enormous amount of staff time, which is the opposite of what the activity was supposed to accomplish.

There was brief discussion on the proposed activities and the timeline. The Board requested that the results of proposed Activity 20-1 be tracked, and Ms. Oury assured the Board that the results must be tracked for the MTW Annual Report.

C. Resolution 2019-16: Accept the LDCHA 2019 Capital Fund Allocation

Executive Director Oury explained that this is the highest Capital Fund grant ever awarded the agency. An assessment of major projects accomplished and future projects will be brought to the Board at the next meeting. Board approval is required to accept the grant.

Commissioner Davison moved to accept Resolution 2019-16 as presented. Vice Chair Duran seconded. The motion passed unanimously.

D. Update on Clinton Place 20 Year HAP Renewal Process

Executive Director Oury explained that as reported at the last meeting, all the documents requested by letter for the renewal process had been submitted. Since the last meeting, a new letter had been received requesting entirely different documents, which have also been submitted. Ms. Oury called the Board's attention to some of those, particularly the budget documents that are different than the adopted Clinton Place budget because some lines are consolidated and others are expanded. There is a required waiting period for the tenants to comment on the renewal. Once that is done, the last two documents will be submitted.

E. Consider Cancelling July Meeting

Executive Director Oury said that unless there is pressing business to attend to, it has become the Board's practice to cancel the July meeting. She does not know of any pressing business at this time.

Vice Chair Duran moved to cancel the July meeting. Commissioner Meyer seconded. The motion passed unanimously.

7. Executive Session to Discuss Non-Elected Personnel Matters

Commissioner Paulsen moved to enter into executive session for 15 minutes, to discuss non-elected personnel matters. Commissioner Davison seconded. The meeting entered into executive session at 6:25 pm.

Commissioner Paulsen moved to exit executive session. Commissioner Davison seconded. The meeting exited executive session at 6:44 pm.

Vice Chair Duran moved to approve the Incentive Plan EPIP goals for Executive Director Oury. Commissioner Paulsen seconded. There were four votes in the affirmative, one in the negative. The motion passed.

Commissioner Paulsen moved to authorize the new Supportive Housing Specialist be hired at the pay scale discussed. Commissioner Davison seconded. The motion passed unanimously.

8. Calendar and Announcements

Executive Director Oury informed the Board she will be out of the office June 13-17. Mr. Dunn commented that the new DARE drop-in center for the homeless opened today.

9. Adjournment

There being no further items of business, Commissioner Paulsen moved to adjourn. Commissioner Davison seconded. The meeting adjourned at 6:48 pm.

Chair

Secretary

Attest