

BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
JULY 18, 2023

The Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Jefferson, Missouri, was held at 7:30 a.m. Tuesday, July 18, 2023, via Zoom meeting and in person.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller; Vice-Chairman Larry Kolb; Commissioners Mary Simmons, Rick Prather and Brian Wekamp. Also, in attendance were Michelle Wessler, CEO; Cindy Reeves, CFO; Todd Miller, Legal Counsel; Jeff Ahlers, City Councilman; Diana Walters and Vickey Hawkins Administrative Assistants and a member of the press.

ROLL CALL: Chairman Mueller called the meeting to order.

<u>REGULAR</u>		<u>SPECIAL</u>
Mueller	11-12	11-12
Kolb	11-12	10-12
Simmons	12-12	2- 2
Wekamp	12-12	
Prather	11-12	
Graham	10-12	

CONSENT AGENDA:

Approval of Meeting Minutes for the Regular Meeting in June 2023. (Exhibit 2)
Commissioner Simmons made the motion to approve the Consent Agenda. Commissioner Prather seconded the motion. Upon a unanimous favorable vote, Chairman Mueller declared the motion approved.

RESOLUTIONS AND COMMUNICATIONS:

RESOLUTION NO. 4876

RESOLUTION APPROVING THE WRITE-OFF (COLLECTION LOSS) OF TENANT ACCOUNTS RECEIVABLE

Commissioner Prather made the motion to approve the proposed rent and damage write-offs for June 2023, including Hyder 1 and Public Housing, for \$31,973.50. Seconded by Commissioner Wekamp. Upon a unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #3A, 07/18/2023)

REPORT OF THE SECRETARY - INFORMATIONAL ITEMS:

- A. **Monthly Financial Statements** – May 2023 Financials. (Exhibit 4A)
- B. **List of Disbursements** – June 2023 (Exhibit 4B)
- C. **Occupancy Report** as of July 1, 2023. (Exhibit 4C)
- D. **Family Self-Sufficiency Report** –June 2023 (Exhibit 4D)

There are 24 participants and 35 graduates. Staff is checking with HUD to determine if the program rules and/or funding change once we have reached 40 graduates.

E. **Land Clearance and Redevelopment Authority**

East Capitol Avenue Urban Renewal Plan - Updates

Phase 1 – 101 Jackson Street – Approval was granted to install double pane windows for safety and efficiency. The Grant is now back in motion. An extension request will be submitted later in the year as the contract ends in February 2024.

Phase 2 Stitt Barony – 501 East Capitol work is progressing. The back of the buildings still need work.

Ivy Terrace – 500 East Capitol work is progressing. Progress can be viewed at <https://www.facebook.com/ivyterracejcmo/>

Other Properties Under Redevelopment

Hotel – No new information. Phase 2 wasn't part of the original agreement.

F. Community Programs

This past month we registered for Project Homelessness to be held Friday, September 30th. We met with: Caring Connections Resource Group, RACS, Police Mental Health Committee, Foster Youth Housing Group, Community Resource Meeting, Senior Network Committee, and Unmet Needs Committee.

G. Hamilton Tower Renovations

Hamilton Towers - Stack 1 plumbing and electric are complete, working on drywall and cabinet installation. Stacks 2 & 3 demolition is almost complete, electric has started. Stacks 6 & 7 are projected to be ready by the end of July, stripping and waxing floors started on the 10th, final cleaning to follow we are holding off scheduling movers until we start doing punch lists.

Dulle Towers – Elevator big car work started on April 24th and is scheduled to come online in mid-July. Dulle's small car is hanging in there. Replacement of the Dulle Camera System started on July 10th.

804 B & D East Elm – Flood repairs are almost complete, waiting on punch-list repairs.

1417 D Elizabeth – Finally have a HVAC contractor willing to replace ductwork. Work should be completed in about 3 weeks. Renovations should move quickly once ductwork and venting are installed. The renovation contractor has prepped items offsite for quick & easy installation.

H. Grant Opportunities/Requested

HUD Emergency Grant for 9-1 & 9-5 - review process asked for additional information as of last week, still reviewing the additional information. The FHLB-AHP Grant - Accepted on June 1st, no additional news, last year they asked for a couple of clarifications in late August. Ameren Grants - No news, requested an update.

I. Hyder Apartments Window Replacement – Request for Bids (RFB) notice went out on July 9th, should have Architect and staff recommendations for the August Board meeting.

J. Lewella Estes Audit Report (Exhibit 4J Electronic) Estes Audit report completed by Graves and Associates. For review, no action needed by HA Board.

Reports of Committees No committee reports

NEXT MEETING: The regular meeting will be at 7:30 a.m. Tuesday, August 15, 2023.

Commissioner Prather made the motion to adjourn into Executive Session to consider the following:

- Legal action involving the Housing Authority and confidential or privileged communication with its attorney, Section 610.021(1) RSMO;
- Leasing, purchase, or sale of real estate by the Housing Authority when public knowledge of the transaction might adversely affect the legal consideration therefore, Section 610.021(2) RSMO;
- Hiring, firing, disciplining, or promotion of particular employees when personal information about the employee is to be discussed or recorded, Section 610.021(3);
- Welfare cases of identifiable individuals, Section 610.021(8) RSMO.

Commissioner Wekamp seconded the motion. Upon roll call vote, the motion was approved.

AYES: Kolb, Simmons, Wekamp, Prather, Mueller

NAYS: None

ABSENT: Graham

Unfinished Business

No unfinished business.

New Business

No new business.

Adjourn

Commissioner Prather made the motion to adjourn the meeting. Commissioner Simmons seconded the motion. Upon a unanimous favorable vote, Chairman Mueller declared the motion approved.

Dennis Mueller, Chairman

ATTEST: _____
Michelle Wessler, Secretary