

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF DANVILLE
HELD ON 24 APRIL 2018**

The Commissioners of the Housing Authority of Danville met in regular session on 24 April 2018 at the Housing Authority of Danville central office located at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order by Chairwoman Young and upon roll call; the following members were present and absent:

PRESENT

Chairwoman Ann Young
Vice-Chairwoman Isabel Price
Commissioner James Atkins
Commissioner Paul Lewis
Commissioner Cyn-D VanWinkle

ABSENT

Also present were: Hadden Dean, Attorney to the Board; Linda Hudman, Deputy Director for the Housing Authority of Danville; Tim Kitts who serves as Executive Director for the Housing Authority of Danville and Secretary-Treasurer to the Board; Jeff Delbridge, Portfolio Management Specialist for HUD, and Michael Browder, Field Office Director for HUD.

The minutes for the Board meeting held on 20 March 2018 were reviewed and considered. The motion to approve the minutes was made by Commissioner Lewis and seconded by Commissioner Atkins with the following vote:

AYES: Chair Young, Vice-Chair Price, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.

NAYS: None

The Chair declared the minutes approved.

The Board of Commissioners reviewed the Paid Bills for March 2018 for approval. The motion to accept the paid bills was made by Commissioner Atkins and seconded by Vice-Chair Price with the following vote:

AYES: Chair Young, Vice-Chair Price, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.

NAYS: None

The Chair declared the Paid Bills report approved. The following item was presented for consideration by the Board.

**RESOLUTION #2349
APPROVING COLLECTION LOSS FOR APRIL 2018**

WHEREAS, due to evictions, deaths and move-outs, this Authority has had a number of

accounts on its books deemed uncollectible following at least 30 days from the vacate date. NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of Danville, that the amount of \$780.44 as shown per the following list to this resolution, be transferred from Account 1122 – Tenants Accounts Receivable to Account 4570 – Collection Loss.

VACATES WITH BALANCES

NAME, APARTMENT & ACCOUNT NUMBER:				DATE	BALANCE
				VACATED	
Margaret Brock, ZLI902, Z197-10				3/5/2018	\$128.86
Rent =	\$35.00	Other =	\$93.86		
Payton Carpenter, ZMC120, Z015-33				2/5/2018	\$651.58
Rent =	\$621.00	Other =	30.58		
TOTAL:					
Rent =	\$656.00	Other =	\$124.44		\$780.44

COLLECTIONS PAID TO H.A.D. (NET)
 COLLECTIONS (IN-HOUSE) \$6,200.10 3/19/2018
 TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING
 FISCAL YEAR BEGINNING APRIL 1, 2017 = \$6,200.10

Vice-Chair Price made a motion to approve the resolution, seconded by Commissioner VanWinkle. The Chair called for the vote:

AYES: Chair Young, Vice-Chair Price, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.
 NAYS: None

The Chair declared the resolution approved and announced the next action.

**RESOLUTION #2350
 APPROVING FASS CERTIFICATION**

WHEREAS, the Fiscal Year Ending March 31, 2018 has been closed and used to complete the certification by the Housing Authority of Danville's accountant; and

WHEREAS, the Executive Director has reviewed the information and confirms that the information is correct to the best of his knowledge; and

WHEREAS, the Board of Commissioners have reviewed the documentation as provided by the staff.

THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Danville that the Financial Assessment Sub-System (FASS) Certification be approved and signed

by the Board Chairperson and the Executive Director be submitted to the Department of Housing & Urban Development via the internet.

Vice-Chair Price made a motion to approve the resolution, seconded by Commissioner Atkins. The Chair called for the vote:

AYES: Chair Young, Vice-Chair Price, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.

NAYS: None

The Chair declared the resolution approved and announced the next action.

Secretary Kitts shared with the Board that the Housing Authority of Danville received their Public Housing Assessment System (PHAS) Score Report for Interim Rule for fiscal year end 03/31/2017. The Housing Authority of Danville received a score of 92 out of 100, which designates the Housing Authority a High Performer.

**RESOLUTION #2351
APPROVING TRAVEL FOR THE EXECUTIVE DIRECTOR
TO ATTEND SERC-NAHRO ANNUAL CONFERENCE**

WHEREAS, SERC-NAHRO is holding their Annual Conference in Norfolk, VA on June 22-26, 2018 with training relevant to funding and regulation concerns with public housing; and

WHEREAS, the Housing Authority's Executive Director holds committee positions with this organization; and

WHEREAS, attendance at the conference will include attendance at the committee meetings.

THEREFORE BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville that the Executive Director attend the June Conference.

Commissioner VanWinkle made a motion to approve the resolution, seconded by Commissioner Atkins. The Chair called for the vote.

AYES: Chair Young, Vice-Chair Price, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.

NAYS: None

The Chair declared the resolution approved and announced the next action.

Secretary Kitts shared with the Board that the recent Kentucky Housing Association Conference, the Housing Authority of Danville won "Best Newsletter" and "Best Website" for Medium Housing Authorities. Both will move on to compete at the Regional Conference in Norfolk, VA June 22-26.

Secretary Kitts shared with the Board that the agency currently has eleven (11) vacancies.

Secretary Kitts also shared with the Board a new Resident Services Report that they will receive monthly

that will show how the Resident Services Coordinator is working with residents in a continued effort for them to achieve self-sufficiency.

HUD Field Office Director Michael Browder and HUD Portfolio Management Specialist Jeff Delbridge came and spoke to the Board about ways the Housing Authority can create new revenue streams for the agency, that would be de-federalized dollars. These dollars could be used to buy/manage other properties in the county. These properties could be commercial or residential. Mr. Browder talked about creating a 501(c)3 that would be a separate entity than the Housing Authority. He discussed Scholar Houses, which is only in the state of Kentucky, that could be created here in Boyle County. Mr. Browder also talked about Job Corps. There are currently seven (7) Job Corps in the state of Kentucky, and all of them are running at half capacity. They are looking for new members to be in the program. Mr. Browder invited the Board to take a trip to Newport Housing Authority, that has a Scholar House program, as well as to Simpsonville, to tour the Job Corps.

With no other business to come before the Commission, the Chair declared the meeting adjourned.

The next board meeting is scheduled for Tuesday, May 15, 2018.

CHAIR

SECRETARY/TREASURER