

**MANHATTAN HOUSING AUTHORITY BOARD OF COMMISSIONERS  
REGULAR MEETING  
APARTMENT TOWERS COMMUNITY ROOM  
Manhattan, KS 66502  
January 11, 2006  
5:30 p.m.**

**Members Present:**

Ida Jane Leupold  
Bruce Snead  
Andy Carson  
Randy Stitt  
Gary Olds

**Members Absent:**

Carol Gould  
Phil Anderson

**City Commission Liaison:**

Bruce Snead

**Staff Present:**

JoAnn Sutton, PHM, Executive Director  
Mandy Thomas, Asst. Executive Director  
Pamela Schreiber, Administrative Assistant  
Michelle Speicher, Resident Services Coordinator  
Michael Wilhoite, Facilities Supervisor

**I. CALL TO ORDER**

Bruce called the meeting to order at 5:30 p.m.

**II. OPEN FORUM**

- a. Adjournment Time-7:30 p.m. The Board of Commissioners agreed upon an Adjournment time of 7:30 p.m.
- b. Andy stated that he would have to leave at 6:30 p.m.

**III. COMMISSIONER COMMENTS**

Ida explained that she would be doing some Commissioner Training at the Spring NAHRO Conference and invited any of the members to give her some input on what they would like to see as training topics.

**IV. MINUTES**

It was moved and seconded to approve the November 16, 2005 and the December 20, 2005 meeting minutes as presented. Motion carried 5-0.

**V. EXECUTIVE DIRECTOR REPORT**

The first item of business was to introduce and award Mr. Juvenal Higiroy. Mr. Higiroy was a ROSS participant that completed all of his goals and graduated from the program. Mr. Higiroy provided brief comments, stating how thankful he was for the opportunities that were given to him through working with the ROSS Program, and how he would continue to use his recent Doctorate degree to help with research at Kansas State University.

JoAnn informed the board of the following:

- a. A new server for the computer system is to be installed over the weekend. There will also be a terminal server added so that staff can remotely access their files when they are traveling for meetings.
- b. There will be a staff retreat on February 6, 2006. This will be an all day event and the time when staff will discuss their goals for 2006.
- c. The Housing Authority staff has formed a couple of Bowl-For-Kids sake teams that will compete on March 11-12. Any Commissioners that would like to bowl on a team are welcome. Staff is also soliciting residents to see if there would be any interest from them.
- d. There is a new Hostess at Apartment Towers. There is still a vacancy for another host, and applications are being accepted at this time.

Gary asked about the T-Mobile and Westlink towers. JoAnn stated that there has been no communication with Westlink, but they are still sending the check for the tower services. Michael reported that T-Mobile is finished with their tower and the only thing left to install is the screening on top of Apartment Towers.

Gary requested that the Budget Report also include the budget amount for each item on the Spreadsheet, including dwelling rent

Gary informed the Board and staff that the City of Junction City forgave the Housing Authority PILOT for \$25,000. Gary still felt this was an issue that should be addressed with the City of Manhattan.

Bruce mentioned that he attended the joint meeting with the City of Junction City and Manhattan and reported that there is currently a 99% Occupancy rate in Junction City. Bruce also stated that both schools have seen increases in enrollment and people are beginning to move into both areas and search for housing.

**VI. OLD BUSINESS**

- a. Rehabilitation of Flint Hills Place: JoAnn began by explaining the current situation. In the last couple of days it was brought to the attention of JoAnn that there were some concerns with the procurement process. JoAnn gave a brief history on the procurement process that began in 2003. Jim Moore with R&J Investment Group, LLC had submitted a proposal for the development of land and has been currently working on Phase I of the project. Phase II of the Flint Hills Place Redevelopment was to rehabilitate the existing units of Flint Hills

Place. As In preparing documents related to the rehabilitation, it was discovered that the previous solicitation for proposals and subsequent authorization by the City Commission only encompassed the development of The Gardens. Therefore, in order for the Housing Authority to follow their procurement procedures they had three options. After explaining all three of the options, JoAnn and Jim Moore answered questions from the Board and explained the anticipated rehabilitation process. The board expressed concern for the tenants and how the rehabilitation would effect their current housing. JoAnn explained that half of the units would remain on the Public Housing rent roles, and half would be turned into tax credit units, which are still a form of low-income housing. Gary stated that he would like to see the two units that are currently used for the computer lab and staff offices to be turned back into units and put onto the rent roles. JoAnn explained this could be a possibility with the addition of the Club House that is being built with the Gardens at Flint Hills. Bruce gave his support to continue on with the procurement process and also the rehabilitation process. The Board consensus was to authorize JoAnn to solicit Request for Qualifications for a developer. Because of the Procurement Process Resolution 011106-A was disposed of. For Disposition Resolution see New Business.

## **VII. NEW BUSINESS**

- a. Disposition Application Resolution No. 011106-A: The discussion was included in the above description of the Rehabilitation of Flint Hills Place. Resolution No. 011106-B was amended to Resolution No. 011106-A: Disposition Application of Flint Hills Place. Randy moved to approve the amended Resolution No. 011106-A to dispose of property at Flint Hills Place in the anticipated Rehabilitation of all sixty (60) units. Ida seconded. There were no further comments. Role call vote was carried 4-0.
- b. Annual Meeting: It was determined that the Annual Meeting would also be the televised meeting and it would take place on March 15, 2006.
- c. Televised Meeting: It was determined that the Annual Meeting would also be the televised meeting and it would take place on March 15, 2006.

## **VIII. ADJOURNMENT**

It was moved and seconded to adjourn the meeting at 7:35 p.m.

Respectfully Submitted,

Bruce Snead, Board Chair

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