

**MANHATTAN HOUSING AUTHORITY BOARD OF COMMISSIONERS
REGULAR MEETING
APARTMENT TOWERS COMMUNITY ROOM
Manhattan, KS 66502
March 22, 2010
5:30 p.m.**

Members Present: Ida Jane Leupold
Jan Galitzer
Phil Anderson
Lorenza Lockett

Members Absent: Eileen Meyer
Rand Stitt
Jim Sherow

City Commission Liaison: None

Staff Present: JoAnn Sutton, Executive Director
Mandy Thomas, Assistant Executive Director
Patrick O'Neil, Special Projects Manager/HR

I. CALL TO ORDER

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

II. OPEN FORUM

- a. New Comments or Concerns: JoAnn introduced Lorenza Lockett, who was appointed to the Board as of March 4, 2010.
- b. Adjournment Time: Adjournment time was set for no later than 7:30 p.m.

III. ELECTION OF OFFICERS

- a. Board Chair: Phil nominated Eileen Meyer for the position of Board Chair. Phil explained that, although not present, Eileen had expressed interest in remaining as Board Chair. Jan seconded the nomination. Ida Jane asked if there were any further nominations or discussion. Hearing none, Ida Jane declared nominations ceased and called for a roll call vote. Roll call vote carried 4-0.
- b. Board Vice Chair: Phil nominated Ida Jane Leupold for the position of Board Vice Chair. Jan seconded. Ida Jane stated that she would accept the position if elected. Ida Jane asked if there were any further nominations or discussion. Hearing none, Ida Jane declared nominations ceased and called for a roll call vote. Roll call vote carried 4-0.

IV. MINUTES

Jan moved to approve the minutes of the March 1, 2010 Special Meeting as presented. Phil seconded. Motion carried 4-0.

V. EXECUTIVE DIRECTORS REPORT

- a. JoAnn informed the Board that the Housing Authority had received a letter from the Assistant Secretary of the Office of Public and Indian Housing congratulating all housing authorities for successfully allocating American Recovery and Reinvestment Act (ARRA) formula capital funds by the March 17, 2010 deadline. JoAnn added that all of the contracts awarded by the Housing Authority had gone to local firms. Jan suggested a newspaper article highlighting the Housing Authority's projects. JoAnn stated that she has considered this and hopes to be able to do so, and also suggested an appearance on the "In Focus" radio program as another means to provide this information to the community.
- b. Housing Authority staff held the annual Spring Staff Retreat on March 19, 2010. The purpose of the retreat was to review staff goals from 2009 and to set new staff and agency goals for 2010.
- c. JoAnn informed the Board that she would be traveling to Plano, TX for Southwest NAHRO award judging March 29-30, 2010.

VI. COMMISSIONER'S COMMENTS

Phil commended the Housing Authority for meeting the March 17, 2010 deadline for awarding ARRA capital fund contracts.

VII. OLD BUSINESS

There was no Old Business

VIII. NEW BUSINESS

- a. Section 8 Administrative Plan Revisions—Resolution No. 032210-A:
JoAnn explained that with the Housing Authority's relatively new designation as a Metropolitan Statistical Area (MSA) has new requirements that will be scored under the Section Eight Management Assessment Program (SEMAP) program. The Housing Authority must incorporate a section in their Administrative Plan – Expanding Housing Opportunities – that describes how the Housing Authority will implement efforts to encourage participants to locate outside of minority and poverty concentration areas, to provide participants with portability information, including information about Section 8 agencies with service areas adjacent to the Housing Authority's, social services available, schools and transportation services. Proposed changes to the Administrative Plan reflect the new requirements under the Expanded Housing Opportunities Section of the SEMAP scoring process. Jan moved to approve Resolution No. 032210-A, adopting the proposed Section 8 Administrative Plan Revisions. Phil seconded. Ida Jane asked if there were any further comments or discussion. There was no further discussion. Ida Jane called for a roll call vote. Roll call vote carried 4-0.

- b. 2010 Board of Commissioner Goal Setting: JoAnn explained that each year Board members set goals for the Board and for the Housing Authority to provide guidance to staff and board members for the year. These goals are also used when completing the Executive Director's annual evaluation. JoAnn stated that she would like to see 2010 goals finalized at the April Board meeting. The Board discussed increasing the Housing Authority's current housing stock through the use of Replacement Housing Funds. The Housing Authority currently receives Replacement Housing Funds (RHF) as a result of the disposition of the Flint Hills Place development. For 2008, the Housing Authority received approximately \$111,000 in RHF; however, the Housing Authority continues to communicate with HUD to determine if the correct amount was provided. The 2009 RHF allocation has not been received at this time. Upon approval of a Replacement Housing Plan, these funds can be accumulated for a five-year period; a Replacement Housing Plan has been submitted to HUD and is pending approval. At the end of the five-year period, another Replacement Housing Plan can be submitted in order to continue to accumulate RHF for an additional five years. The Housing Authority's proposal is to develop 18-20 duplex units in cooperation with the Manhattan Emergency Shelter, Inc., designating at least one or more units as homeless units.

Increasing participation in the Section 8 program among area landlords was also discussed. The City of Manhattan's new rental inspection program, which exempts Section 8 assisted units from the City's inspection requirement, may increase landlord participation in the program. The Board agreed to continue discussion and set final 2010 goals at the April Board meeting.

IX. ADJOURNMENT

The meeting was adjourned at 6:24 p.m.

Respectfully Submitted,

Eileen Meyer, Board Chair