

## MINUTES

Low Rent Housing Agency of Knoxville  
Location: Conference Room of the Housing Agency  
April 18, 2016

Present: Board Chairman Don Croghan and Board Member(s) Jody Mansueto, Jerrold Jordan, Brent Hanna, and Teresa Higginbotham. Also present was Executive Director Janice Kerner, Secretary for the Board.

Absent: None

Motion by Teresa Higginbotham with second by Brent Hanna to accept the consent agenda. The consent agenda included the minutes of the regular Housing Board Meeting of March 21, 2016, the occupancy report, and the stop loss monitoring report. All voted aye.

Motion by Brent Hanna with second by Jody Mansueto to approve the payment of claims. All voted aye.

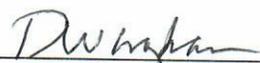
The Director briefly discussed the Housing Agency may need to apply for Section 8 Housing Assistance Payment (HAP) shortfall assistance. The Agency should know by the next meeting if this will be needed. Housing and Urban Development had issues with its mass mailing to notify agencies of their funding amounts early in March. The Housing Agency didn't find out its budget amount for 2016 until late in March. In addition, spending has not followed the Agency's projections and has been higher than expected. The grant will assist the higher than projected HAP costs but has restrictions attached to it.

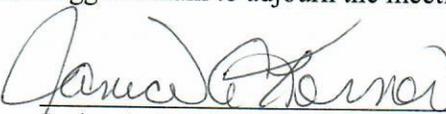
Reviewed proposed plan to resolve a contracting issue on the former project 003 siding and door project. Current contractor lost his crew when he told them he was planning to retire. He will subcontract to finish out the two buildings that he has mostly completed. The Housing Agency would like to end the contract at that point and finish with the second lowest bidder if he will honor the price in the initial bidding process for the three remaining buildings.

There are still no results of the July 2013 Civil Rights Compliance Review. The lead investigator has indicated she is close to finishing the report. The report goes to the Acting Head of the Civil Rights Division for review and then to the Head of the Kansas City HUD office for comment and review.

Motion by Jerrold Jordan with second by Teresa Higginbotham to accept the fee accountant's February 2016 financial statements. All voted aye. No particular problems were noted. Discussed that maintenance costs would be higher than projected for both this fiscal year and next fiscal year. The Housing Agency was notified in late February of the HUD inspection of its public housing units in April. The Housing Agency has had additional maintenance staff working to prepare for the inspection. The Board Chairman inquired as to why the allowance for extraordinary maintenance - tree trimming had not been used. Explained there had been scheduling difficulties.

Motion by Jerrold Jordan with second by Teresa Higginbotham to adjourn the meeting. All voted aye.

  
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Don Croghan, Board Chairman

  
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Janice A. Kerner, secretary