

## MINUTES

Low Rent Housing Agency of Knoxville  
Location: Conference Room of the Housing Agency  
May 16, 2016

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

Absent: Board Member Brent Hanna

Motion by Teresa Higginbotham with second by Jody Mansueto to accept the consent agenda. The consent agenda included the minutes of the regular Housing Board Meeting of April 18, 2016, the occupancy report, and the stop loss monitoring report. All voted aye.

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

The Director explained when Housing and Urban Development (HUD) updated how it would determine its top rents for the Public Housing program (aka flat rents), it included a method to alter the top rent if formula resulted in an amount that didn't reflect the market rent for the area. The Housing Agency had requested a variance for its 4 bedroom units. The request was submitted in November 2015. Kansas City HUD staff indicated in April 2016 that HUD has not started processing any exception requests and didn't have a schedule to do so. The Housing Agency expects to lose most of the affected families. These families generate about 25% of the Housing Agency's monthly rent. While there will not be a dollar for dollar loss, it is unlikely the new families will generate as much rental income.

Housing Assistance Payments (HAP) to landlords continue to exceed the amount that Housing and Urban Development has allocated the Housing Agency. The office will contact HUD and get the details on applying for shortfall funding.

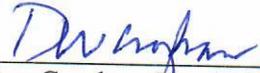
Resolution 04-05-16-2016 to delete of items from inventory the Housing Agency no longer has on hand was moved for adoption by Jerrold Jordan with second by Teresa Higginbotham. All voted aye.

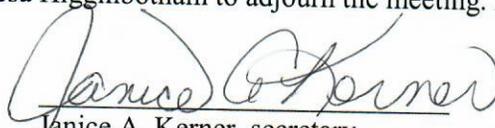
Resolution 05-05-16-2016 for a SEMAP submission was moved for adoption by Jerrold Jordan with second by Jody Mansueto. The submission is for the fiscal year ending March 31, 2016. SEMAP is the annual submission that Housing and Urban Development (HUD) uses to rate the Section 8 Voucher rental assistance program. The Director reviewed the Housing Agency will fail the test on waiting list selection and admission. This item requires 98% accuracy. The Housing Agency had one person in its sample that failed the sample and this was enough to fail this test. The Housing Agency will lose 15 points for this indicator. The Agency anticipates getting all other points. All voted aye.

The fee accountant does not have the March 2016 financial statements prepared yet. These will be presented at the next meeting.

Jody Mansueto had received an e-mail complaint from a tenant. Reviewed the e-mail and the Housing Agency's proposed response.

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

  
\_\_\_\_\_  
Don Croghan, Board Chairman

  
\_\_\_\_\_  
Janice A. Kerner, secretary