

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF DANVILLE
HELD ON MAY 27, 2016**

The Commissioners of the Housing Authority of Danville met in special session on May 27, 2016 at the Housing Authority of Danville central office located at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order Chair Handloser and upon roll call; the following members were present and absent:

PRESENT

Chairman Thomas Handloser
Commissioner Paul Lewis City
Vice-Chairwoman Ann Young

ABSENT

Commissioner Isabel Price
Commissioner James H Atkins

Also present were : J. Hadden Dean, Board Attorney; Linda Hudman, Deputy Director for the Housing Authority; and Rachel White who serves as Executive Director for the Housing Authority of Danville and Secretary-Treasurer to the Board.

The minutes for the special Board meeting held on 12 April 2016 were reviewed and considered. The motion to approve the minutes was made by Vice-Chair Young and seconded by Commissioner Lewis with the following vote:

AYES: Chair Handloser, Vice-Chair Young, and Commissioner Lewis

NAYS: None

The Chair declared the minutes approved.

The Board of Commissioners reviewed the Paid Bills for April 2016 for approval. The motion to accept the paid bills was made by Vice-Chair Young and seconded by Commissioner Lewis with the following vote:

AYES: Chair Handloser, Vice-Chair Young, and Commissioner Lewis

NAYS: None

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

**RESOLUTION #2269
APPROVING COLLECTION LOSS FOR MAY 2016**

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 \$3,567.06 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 VACATED	BALANCE
Lisa Baugh, ZCD436, Z100-32	4/1/2016	\$810.06
Rent = \$500.00 Other = \$310.06		
Jennifer Doerr, ZWD126, Z064-34	3/3/2016	\$72.41
Rent = \$0.00 Other = \$72.41		
Community Service \$72.41		
Danny Farris, ZWL659B, Z261-10	4/4/2016	\$691.84
Rent = \$691.84 Other = \$0.00		
Harry Frederick, ZLA103, Z207-13	3/15/2016	\$81.40
Rent = \$81.40 Other = \$0.00		
Brandon Keith, ZWD109, Z047-30	4/9/2016	\$765.23
Rent = \$497.80 Other = \$267.43		
Carla Martin, ZBL25, Z178-21	4/21/2016	\$630.06
Rent = \$35.30 Other = \$594.76		
Community Service \$406.00		
Starlee Neal, ZCM106, Z314-12	4/4/2016	\$314.00
Rent = \$314.00 Other = \$0.00		
Lisa Powers, ZTC108, Z169-11	3/23/2016	\$202.06
Rent = \$0.00 Other = \$202.06		
TOTAL:		
Rent = \$2,120.34 Other = \$1,446.72		\$3,567.06
COLLECTIONS PAID TO H.A.D. (NET)		
COLLECTIONS (IN-HOUSE)	\$261.62 4/19/2016	
COLLECTION FEES	\$0.00	
BANKRUPTCY WRITE-OFF	\$0.00	
DECEASED WRITE-OFF	\$0.00	
TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING FISCAL YEAR BEGINNING APRIL 1, 2016 =	\$261.62	

Vice-Chair Young made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, and Commissioner Lewis

NAYS: None

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

**RESOLUTION # 2270
DISPOSITION OF PROPERTY
FOR MAY 2016**

WHEREAS, there are items that are obsolete and of no value to this agency;

THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of Danville that the following items be removed from the fixed assets inventory. Items that are beyond usefulness will be disposed of or traded for newer items. Surplus items that may have use are to be donated to residents in educational programs, given to other non-profit agencies, or used for trade-in value, with the remainder sold through sealed bid.

ITEM	ID NUMBER	MODEL NUMBER	SERIAL NUMBER	DATE PURCHASED	ORIGINAL COST	COMMENTS
Ford E350 Van	J5113	E350	1FBSS31L8WHA34781	11/14/1997	\$20,843.00	AMP101
Range	1377	CE240SP2W02	6F22900819	09/02/1992	\$193.00	AMP201
Range	3844	FEP210KQ	RPP0803852	04/03/2003	\$217.00	AMP201

Commissioner Lewis made the motion to approve the resolution, seconded by Vice-Chair Young. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, and Commissioner Lewis
NAYS: None

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

**RESOLUTION # 2271
APPROVING FASS CERTIFICATION**

WHEREAS, the Fiscal Year Ending March 31, 2016 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 her 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 Young made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, and Commissioner Lewis

NAYS: None

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

Attorney Dean provided a summary of the Board's Executive Director's evaluation to the commissioners and the director. The Board will finalize the evaluation at the June board meeting when all members are present.

Advertisements of the temporary position of Executive Director in Training will be announced as following:

- Advocate Messenger for two Sundays in June
- NAHRO Monitor and on line for June and July
- PHADA Advocate and on line for June and July
- General notice to the Kentucky Housing Association membership
- Housing Authority of Danville web page June and July
- Notification to the local HUD office staff
- Posted at the Housing Authority of Danville central office and maintenance shop

A motion to table the discussion of the stairs at Arnold Tower until the July meeting was made by Vice-Chair Young and seconded by Commissioner Lewis. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, and Commissioner Lewis

NAYS: None

The Chair declared the motion approved

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

The next regular board meeting is scheduled for June 14, 2016. The Board was reminded that representatives from the Louisville HUD office would be present.

CHAIR

SECRETARY/TREASURER