

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF DANVILLE
HELD ON 15 MAY 2018**

The Commissioners of the Housing Authority of Danville met in regular session on 15 May 2018 at the Housing Authority of Danville central office located at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order by Chairwoman Young and upon roll call; the following members were present and absent:

PRESENT

Chairwoman Ann Young
Vice-Chairwoman Isabel Price
Commissioner James Atkins

ABSENT

Commissioner Paul Lewis
Commissioner Cyn-D VanWinkle

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

The minutes for the Board meeting held on 24 April 2018 were reviewed and considered. The motion to approve the minutes was made by Vice-Chair Price and seconded by Commissioner Atkins, with the motion to remove the names from Collection Loss Resolution, with the following vote:

AYES: Chair Young, Vice-Chair Price, and Commissioner Atkins.
NAYS: None

The Chair declared the minutes approved.

The Board of Commissioners reviewed the Paid Bills for April 2018 for approval. The motion to accept the paid bills was made by Commissioner Atkins and seconded by Vice-Chair Price with the following vote:

AYES: Chair Young, Vice-Chair Price, and Commissioner Atkins.
NAYS: None

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

**RESOLUTION # 2352
APPROVING COLLECTION LOSS FOR MAY 2018**

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 \$1,666.86 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
ZBU38, Z299-35				4/6/2018	\$786.36
	Rent =	\$110.16	Other =		\$676.20
ZNT305, Z123-27				4/3/2018	\$10.21
	Rent =	\$10.21	Other =		\$0.00
ZNT337, Z146-24				3/19/2018	\$65.38
	Rent =	\$65.38	Other =		\$0.00
ZMC112, Z011-40				3/9/2018	\$26.03
	Rent =	\$15.00	Other =		\$11.03
ZBU40, Z301-19				4/6/2018	\$646.28
	Rent =	\$444.48	Other =		\$201.80
ZBU09, Z270-26				3/21/2018	\$132.60
	Rent =	\$132.60	Other =		\$0.00
TOTAL:	Rent =	\$777.83	Other =		\$889.03
					\$1,666.86

COLLECTIONS PAID TO H.A.D. (NET)		
COLLECTIONS (IN-HOUSE)	\$1,138.69	4/23/2018
TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING FISCAL YEAR BEGINNING APRIL 1, 2018 =		\$1,138.69

Vice-Chair Price made a motion to approve the resolution, seconded by Commissioner Atkins. The Chair called for the vote:

AYES: Chair Young, Vice-Chair Price, and Commissioner Atkins.
NAYS: None

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

**RESOLUTION # 2353
APPROVING THE OPERATING BUDGET REVISION
FOR FISCAL YEAR ENDING MARCH 31, 2018**

WHEREAS, the Operating Budget for the Housing Authority of Danville for the Fiscal Year Ending March 31, 2018 has been reviewed, and;

WHEREAS, the expenditures for the year need to be revised to actual reflect expenditures.

The Board of Commissioners of the Housing Authority of Danville has reviewed the Operating Budget, it is found:

- A. That expenditures are necessary in the efficient and economical operating of housing for the purpose of serving low-income families.
- B. That the financial plan is reasonable in that:
 - 1. It indicates a source of funding adequate to cover all expenditures.
 - 2. It does not provide for funding in excess of the payable under HUD regulations.
- C. That all charges and expenditures will be consistent with provisions of law and the annual contributions contract.
- D. That no employee of this Authority is serving in a variety of positions, which will exceed 100% allocation of his or her time.

THEREFORE, BE IT RESOLVED, that this revision is hereby approved and adopted as the Operating Budget Revision 2 for Fiscal Year Ending March 31, 2018.

Vice-Chair Price made a motion to approve the resolution, seconded by Commissioner Atkins. The Chair called for the vote:

AYES: Chair Young, Vice-Chair Price, and Commissioner Atkins.

NAYS: None

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

**RESOLUTION # 2354
APPROVING THE OPERATING BUDGET REVISION
FOR FISCAL YEAR ENDING MARCH 31, 2019**

WHEREAS, the Operating Budget for the Housing Authority of Danville for the Fiscal Year Ending March 31, 2019 has been reviewed, and;

WHEREAS, the expenditures for the year need to be revised to actual reflect expenditures.

The Board of Commissioners of the Housing Authority of Danville has reviewed the Operating Budget, it is found:

- A. That expenditures are necessary in the efficient and economical operating of housing for the purpose of serving low-income families.
- B. That the financial plan is reasonable in that:
 - 1. It indicates a source of funding adequate to cover all expenditures.
 - 2. It does not provide for funding in excess of the payable under HUD regulations.

C. That all charges and expenditures will be consistent with provisions of law and the annual contributions contract.

D. That no employee of this Authority is serving in a variety of positions, which will exceed 100% allocation of his or her time.

THEREFORE, BE IT RESOLVED, that this revision is hereby approved and adopted as the Operating Budget Revision 1 for Fiscal Year Ending March 31, 2019.

Vice-Chair Price made a motion to approve the resolution, seconded by Commissioner Atkins. The Chair called for the vote.

AYES: Chair Young, Vice-Chair Price, and Commissioner Atkins.

NAYS: None

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

Secretary Kitts shared the current vacancy list with the Board showing seven (7) vacancies, four of which are already accepted by applicants.

Secretary Kitts also shared with the Board the monthly Resident Services Report. The Board discussed upcoming programs that will be taking place at various housing authority community rooms. Secretary Kitts explained that he has met with each community partner and the housing authority goal is for those community spaces to be used more effectively for our residents and the community, not simply for office space. Ms. Hudman said that discussions about utility costs will have to happen if the housing authority uses the space while community partners are absent.

Secretary Kitts gave an invitation to the Board that instead of doing a yearly site tour in June, to travel and visit the Housing Authority of Newport to see what that agency has been able to do with their non-profit. Chair Young said that June was too busy, but would be available mid-July. Secretary Kitts said he would get some dates for July for the Board and would also invite the City Manager and Commissioners to visit.

Secretary Kitts, at the request of Vice-Chair Price, talked to the Board about the rain barrels. It has been discovered at many locations, the rain barrels are allowing mold and mildew to build up on the housing developments. Also, water is running into the foundation at some developments causing erosion. Secretary Kitts said that some residents are placing buckets outside and managing lower levels of water without the rain barrels. Also suggested was the possibility to place a couple of rain barrels at the community garden for the garden's care.

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

The next board meeting is scheduled for Tuesday, June 19, 2018.

CHAIR

SECRETARY/TREASURER