

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, March 15, 2021 at the office of the South Pittsburg Housing Authority.

Chairman Bill Lawrence chaired the Board, conducted roll call and called the meeting to order with the following members present:

Bill Lawrence, Chairperson  
Mary Faye Payne, Vice Chairman  
Shannon Duggar; Commissioner (absent)  
Delorah Starkey, Commissioner  
Lamar Jenkins, Commissioner

Also present was Executive Director, Lisa Bradford, PHM Jessica Kelley and Attorney Sarah Willis.

The Chairman declared a quorum present and the meeting was open for business.

Chairman Bill Lawrence made a motion to approve the board agenda for the March 15, 2021 meeting. The motion was seconded by Vice Chairman Mary Faye Payne. All were in favor of approving the board agenda and the motion carried.

Vice Chairman Mary Faye Payne made a motion to approve the February 2021 meeting minutes. The motion was seconded by Chairman Bill Lawrence. All were in favor of approving the February 2021 regularly scheduled meeting minutes and the motion carried.

Vice Chairman Mary Faye Payne made a motion to approve the February 2021 financials. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the February 2021 financials and the motion carried.

Vice Chairman Mary Faye Payne made a motion to approve the January 2021 financials. The motion was seconded by Chairman Bill Lawrence. All were in favor of approving the January 2021 financials and the motion carried.

**Old Business:**

There was no old business to be discussed at the March 2021 meeting.

**New Business:**

The first item under new business was the adoption of Resolution 970 as follows:

**South Pittsburg Housing Authority**

Board Resolution No.: 970

**Resolution to Adopt Fiscal Year 2021 Annual Agency Plan and Capital Fund 5-Year Action Plan (Fiscal Years 2021-2025) for the South Pittsburg Housing Authority**

**WHEREAS,** the South Pittsburg Housing Authority is required to comply with the Quality Housing and Work Responsibility Act of 1998, the Capital Fund Final Regulation at Title 24 CFR Part 905, and all other related U.S. Department of Housing and Urban Development (HUD) regulations and requirements regarding the annual submittal of a Public Housing Annual Agency Plan and a Capital Fund 5-Year Action to HUD; and

**WHEREAS,** the Fiscal Year 2021 Annual Agency Plan is a comprehensive guide for policies, programs, operations and strategies for meeting local housing needs and goals; and the Capital Fund 5-Year Action Plan includes proposed public housing capital improvement activities and budgets for Fiscal Years 2021-2025; and

**WHEREAS,** the South Pittsburg Housing Authority is required by HUD to certify, by resolution, that the Board of Commissioners approves the submission of the Fiscal Year 2021 Annual Agency Plan and the Capital Fund 5-Year Action Plan (Fiscal Years 2021-2025), and;

**WHEREAS,** it is the desire and intent of the Board of Commissioners to comply with all HUD regulations,

**NOW THEREFORE, BE IT RESOLVED,** that the South Pittsburg Housing Authority Board of Commissioners hereby adopts this Resolution and authorizes the submission of the Fiscal Year 2021 Annual Agency Plan and the Capital Fund 5-Year Action Plan (Fiscal Years 2021-2025) to HUD.

**BE IT ALSO RESOLVED,** that the South Pittsburg Housing Authority's Chairman of the Board of Commissioners and the Executive Director are authorized to execute, on behalf of the South Pittsburg Authority, the respective HUD-required certifications and documents relative to the submittal of the Annual Agency Plan and the Capital Fund 5-Year Action Plan.

There was discussion regarding the plan, stating that the majority of the next 5 yrs. Work would focus on the Exterior of the buildings. In addition, Ms. Bradford stated that AC units were also a top priority since all units were replaced 15 years ago. Vice Chairman Payne requested that we find out additional information regarding the more efficient "Mitsubishi" type units to control the heat and air. Lisa Bradford stated that she would in fact find out more information regarding possibly replacing the existing units with these more efficient units. After no further discussion, Commissioner Lamar Jenkins made a motion to adopt Resolution 970. The motion was seconded by Vice Chairman Mary Faye Payne. All were in favor, Aye and Resolution 970 was adopted.

The second item under new business was the voting of an Accounting Firm for SPHA based on the RFP that was advertised. After discussion regarding the evaluation form

and references, Vice Chairman Mary Faye Payne made a motion to continue working with SACS (Scott Accounting) for our Accounting services. The motion was seconded by Chairman Bill Lawrence. All were in favor of retaining SACS as the Accounting Firm for the SPHA, Aye and the motion is carried.

**Commission Reports, Comments, Questions:**

Lisa Bradford discussed the Elderly Parking Lot project. Ms. Bradford stated that the bid for the parking lot was asked to be declined due to the Elderly board stating that they would like to see an additional parking lot be placed on the vacant lot for the City of South Pittsburg use and the Marion County Board of Education. Ms. Bradford stated that there has been some public push back on it; however, she has met with the Superintendent of Schools, along with the Elderly Board Attorney before the Elderly Board makes any final decisions on that.

Lastly, Ms. Bradford stated that in next month's meeting there will be a need for another Resolution to increase the maintenance charge for re-keying the doors in all the public housing units based on the cost incurred to change those now that the new storm doors are installed and there are four doors now, rather than only two doors.

**Adjournment:**

After no further business to be brought before the board, Vice Chairman Mary Faye Payne made a motion to adjourn the meeting. The motion was seconded by Chairman Bill Lawrence. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

\_\_\_\_\_ (Secretary)

\_\_\_\_\_ (Chairman)