

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Tuesday, June 21, 2022 at the office of the South Pittsburg Housing Authority.

Chairman Mary Faye Payne chaired the Board and called the meeting to order with the following members present:

Mary Faye Payne, Chairman  
Shannon Duggar; Vice Chairman  
Delorah Starkey, Commissioner  
Lamar Jenkins, Commissioner  
Jimmy Haley, Commissioner (absent)

Also present was Executive Director, Lisa Cross and PHM Jessica Kelley.

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

Commissioner Lamar Jenkins made a motion to approve the board agenda for the June 21, 2022 meeting. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor of approving the board agenda and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the May 2022 meeting minutes. The motion for the approval of the May meeting minutes was seconded by Commissioner Delorah Starkey. All were in favor of approving the May 2022 regularly scheduled meeting minutes and the motion carried.

Vice Chairman Shannon Duggar made a motion to approve the May 2022 financials. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the May 2022 financials and the motion carried.

**Unfinished Business:**

There was no unfinished business to be discussed in the June meeting.

**New Business:**

The first item under new business was Resolution 980: Resolution to Approve the SPHA Budget for FYE 2023 and it reads:

**RESOLUTION NO.: 980**

**A RESOLUTION FOR THE ADOPTION OF AN OPERATING BUDGET FOR LOW RENT PUBLIC HOUSING FOR FISCAL YEAR ENDING JUNE 30, 2023 IN THE AMOUNT OF \$ 1,393,755.00 SUBJECT TO HUD CONCURRENCE**

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that said board has reviewed and approved the operating budget for fiscal year ending June 30, 2023 and has found:

1. That the proposed expenditures are necessary in the efficient and economical Operation of the housing and the purpose of serving low-income families;
2. That the financial plan is reasonable in that:
  - a. It indicates a source of funding adequate to cover all expenditures;
  - b. It does not provide for use of federal funding in excess of that payable under the provision of these regulations (24 CFR 990).
3. That all proposed rental charges and expenditures will be consistent with Provisions of law and the Annual Contribution Contract;
4. That no SPHA employee reflected in the operation budget is serving in a variety of positions, which will exceed 100% allocation of his/ her time.

THEREFORE BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that the following operating budget for low rent public housing for the fiscal year ending June 30, 2023 in the amount of \$ 1,393,755.00 be adopted.

Vice Chairman Shannon Duggar made a motion to adopt Resolution 980: A resolution to approve the SPHA Budget for FYE 2023 as read. The motion to adopt Resolution 980 was seconded by Commissioner Lamar Jenkins. All were in favor of adopting Resolution 980 and it was so moved.

Chairman Mary Faye Payne therefore declared said motion carried and Resolution 980 was adopted.

The second item under new business was Resolution 981: Charge Offs Uncollectible for FYE 2022 as read:

**RESOLUTION NO.: 981**

**A RESOLUTION TO CHARGE OFF CERTAIN TENANT ACCOUNTS AS UNCOLLECTIBLE**

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that the following listed tenant accounts be charged off as uncollectible:

<u>Name</u>	<u>Amount</u>
Kenneth Behl	\$ 297.14
Elisa Collier	\$ 28.53
Danielle Cullins	\$ 89.05
Scott Dunn	\$ 704.56
Trencia Evans	\$ 717.98
Maegan Hollis	\$ 816.00
Elizabeth Kelso	\$ 504.56
Amanda Kline	\$ 449.50

Beverly Maples	\$ 1,453.50
Marjorie McCallie	\$ 217.00
John Melcher	\$ 95.50
Mary Pittman	\$ 2,336.92
Ronnie Sanders	\$ 2,484.50
Adah Sharp	\$ 85.61
Kathy Smith	\$ 509.54
Emily Stewart	\$ 449.00
Kashayla Ware	\$ 219.82
Margaret Watters	\$ 1,388.00
<b>Total Charge Offs for June 2022</b>	<b>\$ 12,846.71</b>

THEREFORE BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that the above mentioned accounts in the amount of \$ 12,846.71 is written off the books as uncollectible.

Vice Chairman Shannon Duggar made a motion to adopt Resolution 981: A resolution to charge off uncollectible rents for FYE 2022 as read. The motion to adopt Resolution 981 was seconded by Commissioner Lamar Jenkins. All were in favor of adopting Resolution 981 and it was so moved.

<u>“AYES”</u>	<u>“NAYS”</u>
Mary Faye Payne, Chairperson	
Shannon Duggar, Vice-Chairperson	
Delorah Starkey, Commissioner	None
Lamar Jenkins, Commissioner (absent)	
Jimmy Haley, Commissioner	

Chairman Mary Faye Payne therefore declared said motion carried and the Resolution passed.

The next item under new business was the approval of the Elderly Budget for FYE 2023. Commissioner Lamar Jenkins made a motion to approve the Elderly Budget for FYE 2023. The motion was seconded by Commissioner Delorah Starkey. All were in favor, Aye and the motion carried.

The last item under new business was recommendation of Executive Director Cross to contract with Cauthen and Associates for our Architecture and Engineering services. Vice Chairman Shannon Duggar made a motion to approve Cauthen and Associates as the A & E Firm. The motion was seconded by Commissioner Lamar Jenkins. All were in favor-Aye and the motion was so ordered.

**Commission Reports, Comments, Questions:**

Lisa Cross addressed the board regarding the need for Attorneys presence at each board meeting be reconsidered and discussed. The request from the former board to have the Attorney present at each meeting to approve standing Resolutions which are approved annually by the board, would be considered redundant. As always, the board will notify the Attorneys as to their needed presence and/or legal opinion for each meeting. Vice Chairman Shannon Duggar made a motion to accept the discussed procedure

regarding Attorneys. The motion was seconded by Commissioner Lamar Jenkins. All were in favor-Aye and the motion was so ordered.

**Adjournment:**

After no further business to be brought before the board, Commissioner Lamar Jenkins made a motion to adjourn the meeting. The motion was seconded by Commissioner Delorah Starkey. All were in favor and we stand adjourned.

Respectfully Submitted:

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Secretary

Approved by:

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Chairman