

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, March 20, 2023 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 (absent)  
Lamar Jenkins, Commissioner  
Jimmy Haley, Commissioner

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

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 March 20, 2023 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 February 2023 meeting minutes. The motion for the approval of the February meeting minutes was seconded by Commissioner Jimmy Haley. All were in favor of approving the February 2023 regularly scheduled meeting minutes and the motion carried.

Vice Chairman Shannon Duggar made a motion to approve the February 2023 financials. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the February 2023 financials and the motion carried.

**Unfinished Business:**

The only item under unfinished business was the discussion of the SPHA owned property, used by the MCBOE. Attorney Sarah Willis provided the board with a copy of the prepared quitclaim deed. It was asked that Lisa Cross reach out to the MCBOE and discuss the quitclaim deed and with that Commissioner Jimmy Haley made a motion to execute the Quitclaim deed. The motion was seconded by Commissioner Lamar Jenkins. All were in favor-aye and the motion was so ordered.

**New Business:**

The first item under new business was the adoption of Resolution 988 as read:

**South Pittsburg Housing Authority**

Board Resolution No.: 988

**Resolution to Adopt Fiscal Year 2023 Annual Agency Plan and Capital Fund 5-Year Action Plan (Fiscal Years 2023-2027) 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 2023 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 2023-2027; 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 2023 Annual Agency Plan and the Capital Fund 5-Year Action Plan (Fiscal Years 2023-2027), 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 2023 Annual Agency Plan and the Capital Fund 5-Year Action Plan (Fiscal Years 2023-2027) 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 Housing 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.

Commissioner Lamar Jenkins made a motion to adopt Resolution 988: A Resolution to adopt the SPA Annual Agency Plan and 5 yr. Action Plan. The motion to adopt Resolution 988 was seconded by Vice Chairman Shannon Duggar. All were in favor of adopting Resolution 988 and it was so moved.

Chairman Mary Faye Payne therefore declared said motion carried and Resolution 988 was adopted.

The second item under new business was to approve awarding the Exterior Renovations contract to John Bryan Construction after the approval from HUD to award a contract with only one bid being submitted. Vice Chairman Shannon Duggar made a motion to

award the contract to John Bryan Construction. The motion was seconded by Commissioner Lamar Jenkins. All were in favor-Aye and the motion carried.

**Commission Reports, Comments, Questions:**

Director Lisa Cross updated the board on several items. She stated that she is awaiting a quote for the new iPads for the Commissioners to use at the meetings and that the SPHA Office and Maintenance staff will be helping with the Cornbread Festival again on April 28<sup>th</sup> with the Decoration Committee if asked. In addition, Mrs. Cross stated that she had signed an approval for cameras and door locks to be added at the SPHA office for additional security and lastly, the Elderly building is at fully housed with no vacancies at the moment, with one resident moving out at the end of the month.

Vice Chairman Shannon Duggar made a suggestion that the SPHA offer a scholarship annually using the funds from the Management Fee Account to be given to public housing residents that are graduating Seniors. There was discussion regarding applications and essays to be submitted in order to award the scholarships. Chairman Mary Faye Payne made a motion to award two (2) annual scholarships in the amount of \$2,000 each from the Management Fee Account annually to public housing residents. 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, Vice Chairman Shannon Duggar made a motion to adjourn the meeting. The motion was seconded by Commissioner Lamar Jenkins. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

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Secretary

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Chairman