

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, June 12, 2023 at the office of the South Pittsburg Housing Authority.

Vice Chairman Shannon Duggar chaired the Board and called the meeting to order with the following members present:

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

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

The Vice 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 12, 2023 meeting. The motion was seconded by Commissioner Jimmy Haley. All were in favor of approving the board agenda and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the May 2023 meeting minutes. The motion for the approval of the May meeting minutes was seconded by Commissioner Jimmy Haley. All were in favor of approving the May 2023 regularly scheduled meeting minutes and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the May 2023 financials. The motion was seconded by Commissioner Jimmy Haley. All were in favor of approving the May 2023 financials and the motion carried.

Unfinished Business:

There was no unfinished business to be brought before the board in the June meeting.

New Business:

The first item under new business was the adoption of Resolution 991 as read:

RESOLUTION NO.: 991

A RESOLUTION FOR THE ADOPTION OF AN OPERATING BUDGET FOR LOW RENT PUBLIC HOUSING FOR FISCAL YEAR ENDING JUNE 30, 2024 IN THE AMOUNT OF \$ 1,711,768.00 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, 2024 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.

Commissioner Lamar Jenkins made a motion to adopt Resolution 991: A Resolution to adopt the operating budget for low-income public housing for FYE 2024. The motion to adopt Resolution 991 was seconded by Commissioner Jimmy Haley. All were in favor of adopting Resolution 991 and it was so moved.

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, 2024 in the amount of \$ 1,711,768.00 be adopted. Vice Chairman Shannon Duggar therefore declared said motion carried and Resolution 991 was adopted.

The second item under new business was the adoption of Resolution 992 as read:

**RESOLUTION NO.: 992
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>
Annetta Reynolds	\$ 896.60
Bridget Robinson	\$ 329.00
Tiffany Patrick	\$ 962.50
Allison Pellam	\$ 639.94
Linda Rogers	\$ 241.00
Anthony Carter	\$ 342.50

Jalah Brown	\$ 89.00
Nichole Mahle	\$ 869.16
Tieashia Bynum	\$ 115.00
Tamia Malone	\$ 354.42
Gwendolyn Poe	\$ 44.50

Total Charge Offs for June 2023 **\$ 4,883.62**

Commissioner Lamar Jenkins made a motion to adopt Resolution 992: A Resolution to charge off certain accounts as uncollectible. The motion to adopt Resolution 992 was seconded by Vice Chairman Shannon Duggar. All were in favor of adopting Resolution 992 and it was so moved.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that the above-mentioned accounts in the amount of \$ 4,883.62 is written off the books as uncollectible. Vice Chairman Shannon Duggar therefore declared said motion carried and Resolution 992 was adopted.

The next item under new business was to approve the FYE 2024 budget for the South Pittsburg Elderly Housing. The motion to approve the Elderly budget for FYE 2024 was made by Commissioner Jimmy Haley. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the Elderly budget and the motion was so moved.

Next was the approval of the Elderly Charge offs for FYE 2023. There was only one account to be charged off for the Elderly account, which was James Christian in the amount of \$ 2,761.50. Commissioner Lamar Jenkins made a motion to charge off the Elderly's account as uncollectible. The motion was seconded by Commissioner Jimmy Haley. All were in favor of approving the charge off and the motion was so moved.

The last item under new business was the discussion to continue renting the Senior Activity Center. There was discussion regarding the possibility of no longer renting the SCAC; however, due to the whole board not being present at the June meeting, the discussion was tabled to the next meeting.

Commission Reports, Comments, Questions:

Lisa Cross discussed with the board the Exterior Renovation job that is being done at Old Jasper Road. She notified the board that the contractor was on schedule and all colors and selections had been made for the contractor to proceed.

Vice Chairman Shannon Duggar asked the possibility of changing out the brass sign on the granite markers at some of the developments to be sure that the correct Commissioner names be corrected to show the correct spelling for the founding Commissioners. Lisa Cross stated that she would check on replacing those brass signs as well.

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 Jimmy Haley. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

Secretary

Chairman