



INDEPENDENCE HOUSING AUTHORITY

MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE INDEPENDENCE HOUSING AUTHORITY

THE BOARD OF COMMISSIONERS OF THE INDEPENDENCE HOUSING AUTHORITY convened in a Regular Session/Conference Call Open Meeting – 4215 S. Hocker Dr., Bldg. 5, Independence, MO 64055 on January 19, 2021. Board Chairperson Lynn Rose presided.

To Meet the Sunshine Law 610.020.1 due to COVID-19 purposes, we provided a conference call phone number and access code for residents and the public to utilize for this board meeting. No one, outside of the board and staff, was allowed to be physically in the meeting.

Conference Call Phone Number: 1-816-836-9200 ext. 600
Conference PIN: 2020

Call to Order: The meeting was called to order by Board Chairperson – Lynn Rose at 3:31 PM.

Roll Call: The following Commissioners were present:

Commissioner Lynn Rose
Commissioner Herbert Bankston
Commissioner Christina Leakey
Commissioner Linda Seever
Commissioner Robbie Phillips

Commissioners Excused:

None

Others present:

Executive Director	Michael S. Bishop
Deputy Executive Director	Heather Figley



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READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING(S)

The regular minutes of the December 15, 2020 meeting were discussed and a motion to accept and file for audit was made by Commissioner Bankston, seconded by Commissioner Seever. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye. The motion to accept the prior month minutes was approved with a unanimous vote at 3:31 pm CST.

PUBLIC COMMENTS FROM THE FLOOR

No Comments from the public.

REVIEW OF THE FINANCIAL STATEMENTS

December 2020 unaudited financial statements were made available via Drop Box and discussed during the meeting. No questions about the financials were asked after a summary was given by the Secretary. All program financial statements were doing well with only 3 additional months left in the Fiscal Year. A motion to accept the unaudited financial reports for December 2020 was made by Commissioner Seever and seconded by Commissioner Leakey. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye. The motion to accept the unaudited financial reports for December 2020 were approved with a unanimous vote at 3:42 pm CST.

SECRETARY'S REPORT

Secretary's Report was presented to the board with a general operations sections report along with the Capital Fund Grant program report prior to the meeting via Dropbox. No questions were asked regarding the Secretary's Report and the LIPH and Section 8 Statistics for December 2020. Statistics for LIPH and Section 8 programs for December 2020. The Secretary showed Southview Manor hallways and lobby paint job for all 5 floors for both buildings along with the new lobby furniture via our security cameras. A motion to approve the Secretary's Report into the Minutes was made by Commissioner Bankston and seconded by Commissioner Leakey. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner



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Phillips – Aye. The Secretary’s Report was approved by unanimous vote at 3:45 pm CST.

NEW BUSINESS

A. Resolution No. 1515 Approval of Bad Debt Write-Off for May – December 2020

Administration discussed with the Board that every year, we have to clear off our books bad debt from tenant accounts receivable. This process is recommended by our Auditors periodically throughout the year. Since we have been under COVID-19 and the No Eviction Moratorium for Non-Payment of Rent, we have not needed to write as much off. We are taking care of the past 8 months on this Write-Off and we will be bringing January – February to the board in March 2021 before our FYE. After final discussion, Commissioner Bankston made the motion for approval and Commissioner Phillips seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Seever – Aye; and Commissioner Phillips – Aye. Resolution No. 1515 was approved by unanimous vote at 3:49 pm. CST.

B. Resolution No. 1516 Approval of Master Developer: BGC Advantage

Administration discussed and shared with the Board of Commissioners the committee’s scoring breakdown of the two Master Developer Proposals to move forward with our Redevelopment Plans. Based upon the scoring sheets by 2 administration staff and 2 board of commissioners, there was a distinctive difference in the score and that BGC Advantage was the higher scorer of the two. After final discussion, Commissioner Leakey made the motion for approval and Commissioner Phillips seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Seever - Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye. Resolution No. 1516 was approved by unanimous vote at 3:53 p.m. CST.

C. Resolution No. 1517 Approval of 2021 LIPH Tenant Charge List

Administration discussed with the Board of Commissioners about every year, housing authorities are required to review the Tenant Charge List for tenant damages or fines. It was explained that the last time that the Tenant Charge List was updated was back in March 2019. The charges are mainly for tenant damages that are caused by the tenant, either by them or their guests or damages that they are responsible for because they failed to inform the housing authority of something that did cause damage to the dwelling unit, in some



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form or fashion. Several items were changed due to various material cost changes to the Housing Authority, such as mini-blinds are now required to be cordless so that children cannot get hung on the cords. But the price more than doubled, sometimes tripled to what the cost for corded blinds were. There are other materials such as doors, stoves and refrigerators that the price has increased after the pandemic has started. After final discussion, Commissioner Seever made the motion for approval and Commissioner Bankston seconded. Votes were given as follows: Commissioner Rose – Aye; Commissioner Bankston – Aye; Commissioner Seever – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye. Resolution No. 1517 was approved by unanimous vote at 4:00 p.m. CST.

Old Business: Administration informed the board that the Housing Authority domain will be changing to help decrease the email address size. The current domain, which was www.independenceha.org was set to expire on 3/31/2021 and administration did an available search and found and paid for a new domain for a 10-year period for around \$320. The new domain will be www.ihal.org. Administration also found a domain for the approved non-profit name and secured it as well, even though we have yet to create the non-profit. The investment was minimal to secure the domain at around \$320 for 10 years like the Housing Authority one. The shorter version will help our residents and applicants find us better.

NON-AGENDA ITEMS FROM THE BOARD – None

ADJOURNMENT

Commissioner Rose requested a motion to adjourn. Commissioner Leakey moved for approval and Commissioner Bankston seconded the motion. Votes were given as follows: Commissioner Rose – Aye; Commissioner Seever – Aye; Commissioner Bankston – Aye; Commissioner Leakey – Aye; Commissioner Phillips – Aye. Adjournment was approved by unanimous vote at 4:08 pm CST.

Secretary

Presiding Officer

Seal