

## Board Meeting Minutes for March 2014

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### MINUTES

The Board of Commissioners for the Berwick Housing Authority met in regular meeting on March 18, 2014 at 4:00 pm at the housing authority office. The meeting was called to order and agenda ready by James Richard. The meeting opened with prayer.

There were present James Richard, Robert Thigpen, Jacki Ackel, Eunice Cunningham, Lily Rebaradi, Attorney Susan Dorsey, Clarence Robinson, and Janice McIntyre.

A motion was made by Rebaradi and seconded by Thigpen to dispense of the reading of the minutes for the February 18, 2014 regular meeting.

Mr. Robinson stated that the end of the year financials have not been received from HSA. In each packet the commissioners had copies of the monthly bank statements for both accounts to review and the checks were on the table. The checking account balance is \$308,815.60 and the tenant deposit account balance is \$24,122.16. A motion was made by Ackel and seconded by Rebaradi to accept the financial report as given.

The vacancy report was given. There are 5 empty units and 6 names on the waiting list. The application process remains closed.

Packets were handed out for review of the flat rent increases. Mr. Robinson explained that the legislators passed the 2014 Appropriation's Act. This would cause public housing agencies to increase the flat rents to 80% of the Fair Market Rent values. The increase goes into effect on June 1, 2014. They can only go up 35% per year. By 2016, they have to be at 80% of the FMR. On Thursday, March 13, 2014, we had 2 meetings for the residents to explain. They each received a packet of information and was presented a slide show of the changes. We first need permission to advertise for a 30 day public comment period for the residents. Then it goes back to the board to officially adopt the policy and lease changes. Then we have to give the residents a 30 day written notice of the changes. The residents will then come in and sign a lease addendum. The board went into discussion. A motion was made by Ackel and seconded by Thigpen to approve permission to advertise for a 30 day comment period. Resolution #1096.

A list of 2 refrigerators were handed out for review to write off. A motion was made by Rebaradi and seconded by Thigpen to write off 2 refrigerators, one from Unit #84 and one from Unit #93. Resolution #1097.

Mr. Robinson gave a progress report on the inter-agency work with MCHA. The demolition application for Brownell Homes has been submitted. They are starting the disposition application for Joe Ruffin homes. They housed 10 people so far in March. They have 9 additional units in make ready mode. They will be taking applications on March 31<sup>st</sup>, April 1<sup>st</sup> and 2<sup>nd</sup>. They will have their meeting for rent increases on either April 9<sup>th</sup> or 10<sup>th</sup>.

A motion was made by Ackel and seconded by Thigpen to accept the director's report.

The board discussed next month's meeting date of April 22, 2014. A motion was made by Thigpen and seconded by Rebaradi to accept the date of April 22, 2014.

There were no additional new business.

A motion was made by Cunningham and seconded by Thigpen to adjourn. Meeting adjourned.