

Jackson Housing Commission
Minutes of the Regular Meeting
August 19, 2015

The Jackson Housing Commission's Regular Meeting was held on August 19, 2015 in the Reed Manor Board Room. President Pultz-Orthaus called the meeting to order at 12:05pm. Upon roll call, the following commissioners were present: Michelle Pultz-Orthaus, Patricia Davis-Dye and Gerald Montgomery. Upon roll call the following commissioners were absent: James Stark and Michelle Woods.

Also present were: Patricia Tyus, Executive Director
Shari Boyce, Section 8 Director
Tremachel Johnson, Comptroller
Chelsea Bryant, Executive Secretary

15-08-001 PUBLIC COMMENTS

Members of the public were present but no comments were made.

15-08-002 APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD AUGUST 19, 2015

No discussion took place.

Commissioner Montgomery **MOVED** to approve the Regular Meeting Minutes of the meeting held August 19, 2015. Commissioner Davis-Dye **SECONDED** the motion, and upon voice vote the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-08-003 APPROVAL OF THE MINUTES OF THE SPECIAL MEETING HELD AUGUST 11, 2015

No discussion took place.

Commissioner Montgomery **MOVED** to approve the Regular Meeting Minutes of the meeting held August 11, 2015. Commissioner Davis-Dye **SECONDED** the motion, and upon voice vote the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-08-003 APPROVAL OF THE PREVIOUSLY PAID LIABILITIES FROM JULY 10, 2015 THRU AUGUST 13, 2015

A discussion of the previously paid liabilities took place.

Commissioner Davis-Dye **MOVED** to approve the Previously Paid Liabilities from July 10, 2015 thru August 13, 2015. Commissioner Woods **SECONDED** the motion and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-08-004 Resolution No. 2015-23: Collection Losses Write Off July

President Pultz-Orthaus stated that the Collection Losses amounts mentioned on Resolution 2015-18 were not properly allocated to include both AMP 1: Chalet Terrace and AMP 2: Reed Manor.

Commissioner P. Davis-Dye **MOVED** to correct and properly allocate Collection Losses to AMP 1 and AMP 2 and amend Resolution 2015-28 to reflect the mentioned changes. Commissioner Montgomery **SECONDED** the motion and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

Commissioner Davis-Dye **MOVED** to approve the Collections Losses for August 2015 with the correction as stated. Commissioner Montgomery **SECONDED** the motion and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-07-005 DIRECTOR'S REPORTS

Staff gave reports on the following categories:

Section 8

A. Leasing HAP Utilization Report

Public Housing

- B. Tenant Accounts Receivables
- C. Consolidated TARS
- D. Move Outs
- E. Vacant Unit Turnaround

Executive

- F. S8 Income Statement
- G. PH Income Statement
- H. Petty Cash Fund Register
- I. After Hours/Emergency Response Report
- J. Utility Costs and Consumption

15-07-05 OTHER BUSINESS

Employee Annual Raise

The employees' annual raise was discussed.

President Pultz- Orthaus **MOVED** to approve a 2% raise for agency employees retroactive from July 2015. Commissioner Davis-Dye **SECONDED** the motion and upon roll call vote the motion failed.

AYES: M. Pultz-Orthaus, P. Davis-Dye,

NAYS: G. Montgomery

ABSTAIN: None

ABSENT: J. Stark, M. Woods

The Executive Director requested a closed Executive Session. Commissioner Davis-Dye **MOVED** to enter into a closed Executive Session at 12:55pm. Commissioner Montgomery **SECONDED**.

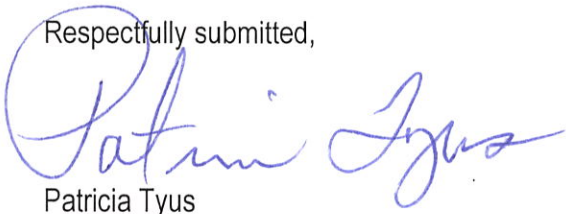
Commissioner Davis-Dye **MOVED** to reconvene the regular board meeting at 1:18pm. Commissioner Montgomery **SECONDED**. All members of the board were in favor of adjournment.

President Pultz-Orthaus **MOVED** to proceed with procurement as discussed during the Executive Session. Commissioner Davis-Dye **SECONDED**

Commissioner Davis-Dye **MOVED** to adjourn. Commissioner Montgomery **SECONDED**. All members of the board were in favor of adjournment.

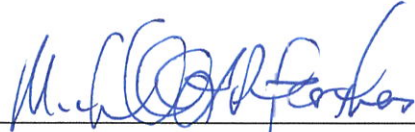
The Regular Meeting on August 19, 2015 adjourned at 1:20pm.

Respectfully submitted,



Patricia Tyus
Executive Director

ATTESTED:



Michelle Pultz-Orthaus, President