

## Jackson Housing Commission

Regular Meeting

December 21, 2016

12:00pm

The Jackson Housing Commission Board of Commissioners held a Regular Meeting on December 21, 2016 in the Reed Manor Board Room. President Pultz-Orthaus called the meeting to order at 12:08pm. Upon roll call the following commissioners were present: Michelle Pultz-Orthaus, James Stark and Michelle Woods. The following commissioners were absent: Teresa Gibson and Gerald Montgomery.

Also present were:

Laurie Ingram, Executive Director  
Shari Boyce, Section 8 Director  
Chelsea Bryant, Executive Secretary

### 16-12-21-001 Public Comments

Members of the public were present. No comments were made.

### 16-12-21-002 Approval of the Minutes of the Regular Meeting held November 9, 2016

Commissioner Woods **MOVED** to approve the Regular Meeting Minutes of the meeting held November 9, 2016. Commissioner Stark **SECONDED** and upon voice vote the motion was adopted.

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

### 16-12-21-003 Approval of the Previously Paid Liabilities: November 2016

Commissioner Woods asked detailed questions regarding expenses.

Commissioner Stark **MOVED** to approve the Previously Paid Liabilities for November 2016.

Commissioner Woods **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-004 Resolution No. 2016-32: Collection Losses: December 2016**

Commissioner Woods **MOVED** to approve the Collection Losses December 2016 in the amount of \$1,697.78. Commissioner Stark **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-005 Resolution No. 2016-33: Approval of JHC Eviction Policy**

Commissioner Woods **MOVED** approve the JHC Eviction Policy. Commissioner Stark **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-006 Resolution No. 2016-34: Approval of Trash Collection Contract-Modern Waste**

A discussion regarding the trash collection evaluation occurred. Mr. Stark asked for assurance that the commission will reserve the right to cancel the contract for cause, in the event the awardee does not perform services to the satisfaction of the JHC.

Commissioner Woods **MOVED** to approve the trash collection contract with Modern Waste. Commissioner Stark **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-007 DIRECTORS' REPORTS**

Staff gave reports regarding the Section 8 and Public Housing Programs.

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

**16-12-21-008 Other Business**

Ms. Ingram advised that budget planning started for fiscal year 2017-2018. She also mentioned that three Energy Services Companies were interviewed that responded to the Energy Performance Contract RFP.

Commissioner Stark **MOVED** to adjourn, Commissioner Woods **SECONDED**. All members of the board were in favor of adjournment.

The Regular Meeting held December 21, 2016 adjourned at 12:23pm.

Respectfully submitted,

  
Laurie Ingram, MBA, PHM  
Executive Director

ATTESTED:

  
Michelle Pultz-Orthaus, President

