

MINUTES OF THE REGULAR MEETING OF
THE HOUSING AUTHORITY OF THE CITY OF POCATELLO

February 22, 2017

CALL TO ORDER/ ROLL CALL: The regular meeting of the Housing Authority of the City of Pocatello was held on Wednesday, February 22, 2017 at 11:00 a.m. at 711 N. 6th Avenue.

The meeting was called to order at 11:00 a.m. by Vice Chair Jared Marchand.

Those in attendance were commissioners Bobbie Branch, Jared Marchand and Darlene Gerry; Executive Director Sunny Shaw, Executive Assistant Michele Poletti, and City Council Liaison Jim Johnston. Vickie Sargent was a guest.

Commissioner Karina Rorris was absent and excused.

Sharlyn Reddish was sworn in as a Resident Commissioner of the Housing Authority of the City of Pocatello.

ITEMS FOR REVIEW AND APPROVAL:

Approval of January 25, 2017 Board Meeting Minutes – A motion was made by Commissioner Branch, seconded by Commissioner Gerry, to approve the minutes of the previous meeting. The commissioners reviewed the minutes and noted one correction to them. **The motion carried.**

Multi-family Participation Certification Update – The commissioners updated their signatures if they had not previously done so.

INFORMATIONAL ITEMS:

January Financials – The commissioners reviewed the January financial reports. Executive Director Shaw has no concerns at this point. There are no contracts in progress at this time. Executive Director Shaw reported that Vickie has taken over the accounting for Reflections program for the Housing Authority. She also noted that Capital Funds will be used for fixing the sidewalks. She will be conducting a sealed bid process for this work and hopes the work can start shortly after the contract is awarded and be completed by fall.

Cash On Hand Report – The commissioners received the Cash On Hand Report for review. Executive Director Shaw reminded the commissioners that the January HAPS were received in December. Cash on Hand is at \$2.8 million which is the largest it has ever been.

Wells Fargo Investments – The commissioners reviewed the monthly investment report. They noted that certificates that have matured have been reinvested. Executive Director Shaw noted that they were able to get a CD at 1%.

NAHRO Monitor – The commissioners received the most recent NAHRO Monitor for review. Executive Director Shaw reported that programs that were expected to be introduced in January are not being rolled out. HUD is not allowed to talk about them either. This is typical for a new administration. The appointee for HUD has not been approved yet, he could be approved this week.

After seeing Executive Director Shaw in the NAHRO Monitor, she gave the commissioners an update on her campaign which is going well. She recently received two big endorsements in addition to an already strong list of endorsements.

Letter from City – The commissioners received a letter from the City announcing the appointment of Sharlyn Reddish to the board of commissioners.

Discussion on Conversations Over Pizza Community Convening – The meeting is scheduled for March 15 and Executive Director Shaw has been in talks with different stake holders. She asked if the meeting should be in the evening or at lunchtime? The consensus of the commissioners was to schedule the first one for lunch, then ask those attending the meeting what their preference is.

Move April Board meeting to the 19th - After a discussion with the commissioners, the April board meeting was moved to April 19th.

REPORT OF THE EXECUTIVE DIRECTOR:

Completion of Required Submissions – VMS – voucher management subsystem. Vickie has completed and submitted the report.

Vacancies – Christensen Courts and Portneuf Towers have two vacancies with each having one ready to lease, Pinewood and Katsilometes Court have no vacancies while McKinley Manor has four vacancies with two ready to lease and Maple West has three with one ready to lease.

El Rancho, Swisher, Franklin and Stockman have one vacancy. Hawthorne has no vacancies.

City Council Liaison Jim Johnston asked how the Housing Authority's vacancy rate compares with the vacancy rate in the community? Executive Director Shaw reported that the Housing Authority vacancy rate is 4.6% which is probably better than the community. There seem to be a lot of vacant units in the community. One thing that could be affecting the vacancy rate is that ISU freshman must live on campus, they cannot rent on the open market.

Barratt Property Update – There are three inspections scheduled for Barratt properties in April. Executive Director Shaw reported that Mr. Barratt is struggling and still owes money to HUD. The maintenance staff is working to bring units up to Housing Authority standards as they turn over.

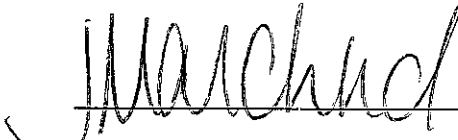
Laundry rooms – Executive Director Shaw reported that no families have come to take advantage of the laundry rooms. CRWs will consider driving the families to do their laundry.

Library Partnership for Book Rich Environments - Executive Director Shaw informed the commissioners that the Housing Authority has entered into a partnership with Marshall Public Library along with the Campaign for Grade Level Reading. The campaign will be sending this partnership 968 children's books. Three activities will be scheduled to disperse the books - the National Night Out event, a Christmas event and summer reading in the park along with the United Way. These activities will begin in the fall of 2017.

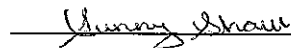
E.D. Speaking Engagements – Executive Director Shaw will be speaking at high schools teaching two ready to rent classes.

Commissioner Gerry made the motion, seconded by Commissioner Branch, to adjourn the meeting. The motion carried.

The meeting adjourned at 11:30 a.m.



Jared Marchand, Vice Chair



Sunny Shaw, Secretary

Action taken at this meeting:

Minutes of previous meeting approved.

Items for consideration at next meeting: