MINUTES
St. Louis Park Housing Authority
St Louis Park, MN
Wednesday, November 13, 2019  5:00 P.M.

MEMBERS PRESENT: Commissioner Catherine Courtney, Commissioner Paul Beck, Commissioner William Price, Commissioner Catherine Johnson, Commissioner Richard Webb

MEMBERS ABSENT:

STAFF PRESENT: Marney Olson, Michele Schnitker, Amy Fokuo

1. Call to Order – The meeting was called to order at 5:06 p.m.

2. Approval of Minutes – Minutes were approved. Motion to approve made by Commissioner Webb and seconded by Commissioner Price. Motion passed 5-0.

3. Hearings – Five – year agency plan
   Hearing opened at 5:13 pm
   Hearing closed at 5:14 pm

4. Presentation - None

5. Unfinished Business – None

6. New Business
   a. Approval of five-year agency plan, resolutions 692: Ms. Olson reviewed the housing authority five-year agency plan. She recommended that the board approve the five-year plan. Motion to approve made by Commissioner Webb and seconded by Commissioner Beck. Motion passed 5-0

   b. Approval of civil rights certification, Resolution no. 693: Ms. Schnitker asked the board to approve the annual execution and submission of the Civil Rights Certification for HUD. Motion to approve made by Commissioner Price and seconded by Commissioner Webb. Motion passed 5-0

   c. Approval of updates to the ACOP, resolution 694: Ms. Olson reviewed Admissions and Continued Occupancy Policy (ACOP) with amendments and asked the board to approve it. Motion to approve made by Commissioner Webb and seconded by Commissioner Price. Motion passed 5-0
d. Approval of updates to the Admin Plan, resolution 695: Ms. Olson reviewed the Administrative Plan for the Housing Choice Voucher Program, this policy allows for transparency, equity and objectivity. She asked the board to approve the amended Admin Plan. Motion to approve made by Commissioner Webb and seconded by Commissioner Price. Motion passed 5-0

e. Approval of agreement with Vail Place for ROSS Service Coordinator – Ms. Olson asked the board to approve the agreement with Vail Place to provide service coordination services for the residents of Hamilton House effective immediately through March 17, 2022. Motion to approve was made by Commissioner Webb and seconded by Commissioner Price. Motion passed 5-0.

f. Approval of PH and HCV Utility Allowance, resolution 696 – Ms. Olson reviewed the housing choice voucher and public housing utility allowances effective January 1, 2020. Motion to approve was made by Commissioner Price and seconded by Commissioner Beck. Motion passed 5-0.

g. Approval of the Public Housing Operating budget, resolution 697 – Ms. Schnitker reviewed the public housing budget for fiscal year ending December 31, 2020 and asked the board to approve. Motion to approve was made by Commissioner Webb and seconded by Commissioner Beck. Motion passed 5-0.

h. Approval of collection write offs, resolution 698 – Ms. Fokuo asked the board to adopt the public housing program collection losses totaling $2,336.96 for unpaid tenant charges for cleaning, repairs and materials. Motion to approve was made by Commissioner Beck and seconded by Commissioner Price. Motion passed 5-0.

7. Communications from Executive Director -

a. Claims List – October
b. Communications

8. Other

9. Adjournment

Commissioner Webb moved to adjourn the meeting, and Commissioner Price seconded; the motion passed 5-0. The meeting was adjourned at 6:16 p.m.

Respectfully submitted,

____________________
Catherine Johnson, Secretary