

HOUSING AUTHORITY OF HARTSVILLE

Agenda

MARCH 30, 2010

4:00 PM

Type of Meeting: BOARD OF COMMISSIONERS REGULAR MEETING

Meeting Facilitator: CARYOLIN LETT, EXECUTIVE DIRECTOR

Invitees: Chairman, Charles Douglas – Vice Chairman, Ernest Nicholson –
Commissioner, Phylanda Thomas – Commissioner, Gregory Rogers –
Commissioner, Wilken Benjamin – Mayor, Mel Pennington –
Attorney, Gordon McBride

I. Call to order Chairman, Charles Douglas

II. Invocation

III. THE EXECUTIVE DIRECTOR WILL GIVE UPDATES ON ANY CIRCUMSTANCES AFFECTING THE HOUSING AUTHORITY.

- a. SEAMAP AUDIT BY HUD 2/16-18, 2010 WENT WELL, SHOULD BE STANDARD PERFORMER.
- b. AWARD PRESENTED TO AMANDA HOFFMAN, SECTION 8 OCCUPANCY SPECIALIST.
- c. LETTER TO ALL EMPLOYEES CONCERNING HOLIDAY CLOSER DATES FOR 2010.
- d. SC SET-OFF DEBT PROGRAM. MONIES COLLECTED FROM DEBTS OF FORMER RESIDENTS BY STATE TAX RETURNS.
- e. LETTER RECEIVED FROM ASSISTANT SECRETARY, SANDRA B. HENRIQUEZ.
- f. MONTHLY FINANCIAL REPORT - RECEIVED AS INFORMATION ONLY.
- g. COPY OF APRIL 2010 CALENDAR GIVEN TO RESIDENTS.
- h. COPY OF THE COMMISSIONER'S ROLE GIVEN TO EACH COMMISSIONER AND ATTORNEY GORDON MCBRIDE.
- i. UPDATES FROM ATTORNEY GORDON MCBRIDE.

IV. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF THE JANUARY 26, 2010 REGULAR BOARD MEETING.

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V. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF THE MARCH 10, 2010 SPECIAL BOARD MEETING.

VI. New business

- a) RESOLUTION APPROVING THE LOW BID FROM R. BLACK & ASSOCIATES FOR CONTRACT #2 FOR CAPITOL FUND SC16S02950109 TO REMOVE OLD WINDOWS AT SOUTHPARK AND REPLACE WITH NEW WINDOWS AND NEW SHADES.

- b) RESOLUTION APPROVING THE AMMENDMENT TO ATTENDANCE AND LEAVE POLICY EFFECTIVE MARCH 01, 2010. PHONE POLL WAS TAKEN BY EXECUTIVE DIRECTOR WITH ALL AYES. COMMISSIONER BENJAMIN REQUEST A REVIEW IN ONE YEAR.

- c) RESOLUTION APPROVING THE CHANGE TO THE TENANT'S CERTIFICATION LEASE ATTACHMENT. PHONE POLL WAS TAKEN BY EXECUTIVE DIRECTOR WITH ALL AYES.

- d) RESOLUTION APPROVING THE MINIMUM RENT [24 CFR 5.630] FOR SECTION 8 PHA POLICY TO \$25.00.

- e) RESOLUTION APPROVING THE CERTIFICATION OF MASS (MANAGEMENT ASSESSMENT FOR PUBLIC HOUSING AGENCIES) ON 03/02/10, RESOLUTION #946.

- f) RESOLUTION APPROVING THE PROCUREMENT POLICY THAT COMPLIES WITH THE ANNUAL CONTRIBUTIONS CONTRACT (ACC) BETWEEN HARTSVILLE HOUSING AUTHORITY (HHA) AND THE HUD, FEDERAL REGULATIONS AT 24 CFR 85.36, THE PROCUREMENT STANDARDS OF THE PROCUREMENT HANDBOOK FOR PHA'S, HUD HANDBOOK 7460.8, REV 2, AND APPLICABLE STATE AND LOCAL LAWS.

- g) RESOLUTION APPROVING THE REVISION #3 TO THE CAPITOL FUND PROGRAM (CFP) SC16P50109.

- h) RESOLUTION APPROVING THE LOW BID FROM CAROLINA CONSTRUCTION, INC. FOR CAPITOL FUND SC16P02950109 TO REPLACE ROOFS ON UNITS J, O, AND M AT SOUTHPARK.

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i) RESOLUTION APPROVING RAY BLACK AND ASSOCIATES TO START CONSTRUCTION UNDER CAPITOL FUND SC16S02950109 TO INSTALL NEW WINDOWS AND SHADES AT SOUTHPARK JUNE 01, 2010.

j) RESOLUTION APPROVING CHARGE OFF'S FOR PUBLIC HOUSING.

VII. Other business

a) COMMISSIONER STATUS REPORT ON PUBLIC HOUSING.

b) COMMISSIONER STATUS REPORT ON SECTION 8 PROGRAMS.

VIII. Adjournment