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## HOUSING AUTHORITY OF THE CITY OF MARION MONTHLY MEETING OF THE BOARD OF COMMISSIONERS

February 21, 2018  
Central Office – 601 South Adams

**CALL TO ORDER:** The meeting was called to order at 5:03 p.m.

**Roll Call:** PH & Private Housing Supervisor/ Capital Fund Coordinator Andrea Wert gave the roll call. The following Commissioners were present: Michael Henson, Michael Belcher, Chris Oliver, and Jose Perez. Also present were Executive Director Steve Sapp, Asst. Exec. Director/CFO Leah Poland, Henry Smith and Executive Assistant Trixi Morin

**MINUTES:** Commission Chair Michael Belcher entertained a motion to accept the minutes from the January 17, 2017 meeting of the Board of Commissioners. Commissioner Michael Henson made the motion; Commissioner Chris Oliver seconded the motion. The motion carried.

**EXECUTIVE SESSION:** Michael Belcher entertained a motion to begin an executive session. Chris Oliver made the motion and Jose Perez seconded the motion. The motion carried. The executive session lasted from 5:04 p.m. to 5:49 p.m.

### **FINANCIALS:**

1. Statement of Income and Expense: January 31, 2018
2. Bi Annual Write-Offs: Tenant Accounting

Commissioner Michael Belcher addressed the board for any questions regarding the Financial Reports. Hearing none, entertained a motion to accept the financials. Commissioner Chris Oliver made the motion and Commissioner Jose Perez seconded the motion. The motion carried.

### **NEW BUSINESS:**

1. **Hotel Marion Demolition: Resolution 647-2018:** A decision needs to be made about the hotel. We are requesting to release funds from the line of credit should we need it. The contractor will delay billing for 60 days. If the funding doesn't get here on time we will draw from the line of credit. Michael Belcher entertained a motion. Commissioner Jose Perez made the motion. Commissioner Michael Henson seconded the motion. The motion carried unanimously.
2. **Biannual Tenant A/R Write-Offs: Resolution 648-2018:** The accounts receivable write offs are required two times a year. The majority of the write offs are charges. These charges were for problem tenants, damages to properties, moving their items out of a unit cleaning up messes, and utilities they have not paid. The electric company will try to get back due amounts from the former tenant but, the water co. will not and charges MHA the tenant's bill. This bill has to be paid prior to getting the water turned back on in our name and then we can move forward with getting the

units rehabbed. Michael Belcher entertained a motion. Commissioner Jose Perez made the motion. Commissioner Chris Oliver seconded the motion. The motion carried unanimously.

3. Norman Manor and Riverside Tax Credit Application: These properties are part of R.A.D. which is moving these properties from public housing to multifamily side of affordable housing. We applied and the state would not allow two state credit applications at the same time. We had applied on the basis that we had done this in 1999 and 2000. The state is not allowing this at this time so we withdrew Norman Manor. We will resubmit Norman manor the next tax credit application in July.
4. Operating Reserve Offset Litigation Update: We received our operating reserve offset litigation after five years. MHA has deposited unrestricted funds of \$128,328. into our bank account. HUD breached the ACC contract by taking this money from the agency. The offset was \$220,000 and we paid \$4,000 for our portion of the litigation. After fees, HUD pro-rated the amount to \$128,328.
5. **OLD BUSINESS:**

**MOTION TO ADJOURN:**

Chair Michael Belcher entertained a motion to adjourn at 6:22 p.m. Commissioner Jose Perez made the motion. Commissioner Michael Henson seconded the motion. The motion carried.

Respectfully Submitted,

*Trixi Morin,*

Executive Assistant