



601 South Adams Street  
Marion, Indiana 46953  
Phone: 765.664.5194  
Fax: 765.668.3045  
TDD: 765.668.3044

---

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

June 20, 2018  
Central Office – 601 South Adams

**CALL TO ORDER:** The meeting was called to order at 11:33 a.m.

**Roll Call:** PH & Private Housing Supervisor/ Capital Fund Coordinator Andrea Wert gave the roll call. The following Commissioners were present: Chris Oliver, Jose Flores, Jose Perez, and Steve Turner. Also present were Executive Director Steve Sapp, Sam Barker from the Chronicle and Executive Assistant Trixi Morin

**MINUTES:** Vice-Chair Chris Oliver a motion to accept the minutes from the May 16, 2018 meeting of the Board of Commissioners. Commissioner Steve Turner made the motion; Commissioner Jose Perez seconded the motion. The motion carried.

**EXECUTIVE SESSION:** The board members entered into executive session at 11:35 and reconvened at 12:03

### **FINANCIALS:**

1. Statement of Income and Expense: April 30, 2018
2. Statement of Income and Expense: May 31, 2018
3. Bi-Annual Tenant A/R Write Offs: June 30, 2018

Vice Chair; Chris Oliver entertained a motion to accept the Financials as presented. Commissioner Jose Flores made the motion; Commissioner Jose Perez seconded the motion. The motion carried.

### **NEW BUSINESS:**

1. **2018-2019 Fiscal Year Operating Budget: Resolution 651-2018:** This is for the fiscal year beginning July 1, 2018. We have a little improvement in our worker's comp numbers. Vice Chair Chris Oliver entertained a motion to accept the operating budget for Fiscal Year 2018-2019. Commissioner Steve Turner made the motion; Commissioner Jose Flores seconded the motion. The motion carried.
2. **Bi-Annual Tenant A/R Write-Offs: Resolution 652-2018:** This is our last write offs for this year and they will go to collections to try to recover our losses. In comparison from our last write off in January for 38,805. this write off is 37,340.51. Commissioner Steve Turner asked how MHA goes about collecting for nonpayment of rent and what solutions are in place to prevent them from getting so high. Andrea Wert addressed the commissioner and stated that a letter is sent that they are in arrears, the renter has an opportunity to be current on their rent, then we start going through the eviction process with charges added for late fees and damages etc. Vice Chair; Chris Oliver

entertained a motion to accept the Bi-Annual write offs as presented. Commissioner Jose Perez made the motion; Commissioner Jose Flores seconded the motion. The motion carried.

3. Update Maintenance Charges: Resolution 653-2018: There has been a need to increase the maintenance charges. There have been posting of the upcoming changes in charges; which is required. This gave residents 30 days to have input of which MHA didn't receive any. Vice Chair; Chris Oliver entertained a motion to accept the changes to the maintenance charges. Commissioner Steve Turner made the motion; Commissioner Jose Perez seconded the motion. The Motion carried.
4. Save Our Stories (SOS): Conversations with Dick Homer and the folks with SOS and how our agency can work with them and what their goals are to save some of these historic homes. We cannot be a developer with them and take on additional work. We would be a guarantor of their projects. Should something go wrong with their project it will revert back to us. When they find something we mutually agree upon we will bring it to the board for approval. What they are doing is good for the community.
5. 141 E. 3<sup>rd</sup> St. Marion Regional Career Center (MRCC) Agreement: 5 apartment's upstairs 4 two bedrooms and 1, one bedroom apartment. This would be a good opportunity for us in saving us some labor costs by using MRCC. Electrical and plumbing would be contracted out and we would be responsible for materials. The time line is looking like the end of the school year next May. The restaurant is projecting out for a couple of months. The agreement was constructed by MRCC's attorney and a request was made by Commissioner Steve Turner to have our attorney review it. Steve Sapp said he would have it reviewed prior to his signature.
6. No July Board Meeting:

#### **OLD BUSINESS:**

#### **MOTION TO ADJOURN:**

Vice Chair Chris Oliver entertained a motion to adjourn at 12:22 p.m. Commissioner Steve Turner made the motion. Commissioner Jose Perez seconded the motion. The motion carried.

Respectfully Submitted,

*Trixi Morin,*

Executive Assistant