

**Minutes of the Regular Meeting
Of the Commissioners of the
Quincy Housing Authority
February 27, 2024**

The Commissioners of the Quincy Housing Authority met in Regular Session at the Quincy Housing Authority, 540 Harrison Street on Tuesday, February 27, 2024 at 4:00pm.

Present:

R. Murry
B. Klingele
E. Davis
R. Autery
J. Holtschlag

Absent: None

Staff

J. Gille
B. Johnston

The meeting was called to order at 4:00pm by President Murry.

MINUTES

Commissioner Autery moved to approve the minutes from the previous meeting. The motion was seconded by Commissioner Holtschlag. The motion carried unanimously.

BILLS

After reviewing the bills, Commissioner Klingele motioned to approve the bills. The motion was seconded by Commissioner Holtschlag. The motion carried unanimously.

INVESTMENTS/FINANCIALS

Bruce provided the investment and financial reports. Investments are unchanged. Public housing amps and the cost center began the year with a surpluses. HCV continues to run an administrative surplus but a HAP deficit due to low utilization and underfunding from HUD. To-date, there have been 26 landlord incentives paid out. Cash flow remains sufficient to meet needs.

CAPITAL FUND REPORT

The 2019 Grant is fully expended.

BID APPROVAL

Bruce presented a bid tabulation for exterior door replacement at Indian Hills. This is the third phase of this project. QHA bid the project out as Base Bid A, B, and C – adding more doors to the bids B and C. It was bid this way because we did not know if we'd have enough funds to cover the entire project. After receiving the bids, QHA does have enough funds to do all three Base Bids and complete the project. NMC was the low bid on Base Bid A but did not bid on Base Bid B and C due to not being able to secure a bid bond for the additional work. After discussion, Commissioner Holtschlag made a motion to approve awarding the contract to Schemel Companies for all 3 Base Bids in the amount of \$875,950.00. The motion was seconded by Commissioner Autery. The motion passed.

DIRECTOR'S REPORT

Jerry gave his executive director's report which is enclosed. Public housing occupancy is 97%. There are 178 vouchers leased out between HCV and mainstream. CCH and Frederick Ball have a combined 125 vouchers leased between them. NSP is fully leased. Jerry discussed staffing changes and NSPIRE V inspections.

RESOLUTIONS

Jerry presented Resolution #2358 to amend the ACOP. After discussion, Commissioner Davis made a motion to approve 2358. The motion was seconded by Commissioner Holtschlag. The motion passed.

NEW BUSINESS

Bruce presented a quote from Reliable Environmental Solutions, Inc. to conduct an Asbestos Inspection, Assessment and Report for the Asbestos Grant work. After discussion, Commissioner Holtschlag made a motion to approve the quote by Reliable Environmental Solutions. The motion was seconded by Commissioner Autery. The motion carried. QHA will enter into a contract with them to perform the work.

OLD BUSINESS

Jerry presented information about minimum renters that was requested by President Murry at the previous meeting. He also presented information on QHA's late fee policy and procedures. After considerable discussion, Commissioner Holtschlag made a motion to amend the late fee policy/procedures to do away with charging a late fee by a percentage and only charge a set \$10 late fee per month on appropriate accounts. The

motion was seconded by Commissioner Autery. The motion carried. Jerry will need to work out the details on implementation.

BUSINESS FROM THE AUDIENCE

None

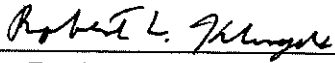
EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business, Commissioner Klingele motioned to adjourn the meeting. The motion was seconded by Commissioner Holtschlag. The meeting adjourned at 4:53pm.

Respectfully submitted by,



Rocky Murry, Chairman



Jerry Gille, Secretary