**GARNETT HOUSING AUTHORITY**

**Garnett Housing Authority Board Meeting December 11, 2023, Garnett Housing Office @ 7pm.**

**CALL TO ORDER:** Steve Spring @ 7:05pm.

**BOARD MEMBERS PRESENT:** Steve Spring, Butch Rocker, Betts Abraham, Mike Burns, Casey Smith, Karlyn Hulett Housing Director and Angela Cowan Executive Assistant also attended the meeting.

**APPROVE MEETING MINUTES OF November 13, 2023** Motion to approve the minutes of November 13, 2023 by Mike Burns. Seconded by Butch Rocker. All in favor (5-0) Opposed (0) Motion carried

**MOTION TO PAY THE BILLS** by Betts Abraham. Seconded by Mike Burns All in favor (5-0) Opposed (0) Motion carried

**REPORT OF THE EXECUTIVE DIRECTOR:** Given by Karlyn Hulett

Karlyn stated that the hot water heater/boiler for Parkside II has been replaced.

Karlyn stated that all of Parkside Place tenants that receive subsidy will be notified of the changes that will be taking place for determining their rent. She will be talking with each of them individually during the interview process starting in January.

The annual financial audit has begun.

Karlyn stated the OCAF (Operating Cost Adjustment Factor) for Parkside Place II was received. The fair market rent will be going to $648.00 for 1 bedroom apartments and $790.00 for the 2 bedrooms each month.

**MOTION TO ACCEPT RENT ADJUSTMENT** by Casey Smith. Seconded by Betts Abraham. All in favor (5) Opposed (0) Motion carried

Karlyn stated the power washer was purchased and the windows will be cleaned when the weather gets nicer.

Karlyn stated the inspection process by HUD will be changing. It will be more detailed. All the tenants have received a letter so they know what will be expected.

The office will be closed on December 25, 2023 for Christmas and on January 1, 2024 fir New Years.

Karlyn will be off on December 14th, 15th, and 29th.

Current number of vacancies as of December 11, 2023 are PS #1 – 7, PS #2 – 5, PPN – 0

Board went into Executive Session for tenant discussion @ 7:20pm

Board reconvened @ 7:22pm

Board reviewed and discussed the financials.

**MOTION TO ADJOURN** @ 7:23 by Mike Burns. Seconded by Casey Smith. All in favor (5) Opposed (0)

Motion carried

Minutes recorded by Angela Cowan Executive Assistant