**GARNETT HOUSING AUTHORITY**

**Garnett Housing Authority Board Meeting November 13, 2023, Garnett Housing Office @ 7pm.**

**CALL TO ORDER:** Steve Spring @ 7:03pm.

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

**ABSENT:** Casey Smith

**APPROVE MEETING MINUTES OF October 9, 2023** Motion to approve the minutes of October 9, 2023 by Mike Burns. Seconded by Butch Rocker. All in favor (4-0) Opposed (0) Motion carried

**MOTION TO PAY THE BILLS** by Mike Burns. Seconded by Betts Abraham. All in favor (4-0) Opposed (0) Motion carried

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

Karlyn stated that the main breaker panel in Parkside Place II was replaced and that the insurance company was notified.

The hot water heaters/boilers were inspected. There were no issues at the time of the inspection.

A boiler in Parkside Place II needs to be replaced. It sprung a leak two days after the inspection. It has been ordered. The 100 gallon is too tall for the vent so it will be an 87 ½ gallon tank.

Karlyn stated that smoke detectors were purchased for Parkside Place I and II to be in compliance with the new HUD guidelines. Each apartment has to have 2 smoke detectors. One needs to be hard wired and one needs to have a 10 year battery. They will be put in the apartments this winter.

Mike shared what he found out about the bonds and interest from Pete Gardner. The last bond will be callable in October 2028.

Karlyn stated that the re-evaluation process has begun for Parkside Place II. Everything has to be completed by February 28th. Tenants have to receive a 30 day notice of a rent amount change. Those will take effect April 1, 2024.

The office was closed on November 10th for Veterans Day. It will be closed on November 23rd and November 24th for Thanksgiving.

Karlyn stated she will be off on Monday November 20th for a medical procedure. She will also be off on November 21st in the afternoon for an appointment.

Current number of vacancies as of November 13, 2023 are PS #1 – 7, PS #2 – 5, PPN – 0

Board reviewed and discussed the financials.

Board went into Executive Session for tenant discussion @ 7:18pm for 30 minutes.

Minutes recorded by Angela Cowan Executive Assistant