

## GARNETT HOUSING AUTHORITY

March 8, 2021

Members present: Betts Abraham, Ron Zimmerman, Butch Rocker and Susan Stanton. Steve Spring was absent. Karlyn Hulett, Housing Director, also attended the meeting.

Betts Abraham, Vice Chairperson, presided over the meeting in Steve's absence.

Minutes of the previous meeting were read and approved by the board.

Karlyn gave the following report:

- There was lots of snow removal in February. Followed our snow removal policy and had only a couple of complaints.
- Have had a lot of interest in apartments lately. Have mailed several applications and several folks came in to pick up applications.
- Completed Parkside Place 2 annual re-evaluations and have started on Parkside 1.
- Had a gas valve go out on a boiler on PS2 as well as a heat exchanger in an apartment. We had to replace the furnace and updated the AC as well.
- Received notice from Interstate elevator that they will not be raising the price of their services this year due to Covid.
- Current vacancies- #1-3 #2-3 PPN-1 (a villa which is spoken for)

The board went into executive session at 7:12.

The board reconvened at 7:21.

Ron made a motion to pay the bills. Butch seconded his motion. The board approved.

The board looked over the financial report.

Meeting adjourned.

GARNETT HOUSING AUTHORITY

April 12, 2021

Members present: Steve Spring, Ron Zimmerman, Betts Abraham, Butch Rocker and Susan Stanton. Karlyn and Angela also attended the meeting.

Minutes of the previous meeting were read and approved by the board.

Karlyn gave the following report:

- All 4 staff members have had both Covid vaccines completed on 4-5-21.
- Received our crime insurance rates of April 1, 2021-March 31, 2022. There is no increase.
- Travis Katzer wants to give us a quote on property insurance. I made an appointment with him on April 14.
- Parkside 1 re-evaluations are in the process of being completed. Just getting some 3<sup>rd</sup> party verifications completed.
- Prepared the necessary documents for the annual Audit which began on March 29, 2021.
- Tenants in Parkside 2 are having issues with smokers. At our next meeting, I would like to discuss the options of implementing a smoke free facility across the board.
- Current vacancies as of 4/12/21 #1-3 #2-3 PPN-1 (a 1 bed)

The board went into executive session at 7:40.

The board reconvened at 8:20.

Betts made a motion to pay the bills. Ron seconded her motion. The board approved.

The board looked over the financial report.

Meeting adjourned.

## GARNETT HOUSING AUTHORITY

May 10, 2021

Members present: Steve Spring, Susan Stanton, Butch Rocker and Betts Abraham. Ron Zimmerman was absent. Housing Director, Karlyn Hulett, also attended.

Minutes of the meeting were read and approved by the board.

Karlyn gave the following report:

- Implementing smoke free for Parkside 1 and 2 and PPN effective 7/12/21.
- Updated House Rules for Parkside 1 and 2.
- Park Plaza North rules will be revised and reviewed next meeting.
- Masks are no longer required in Parkside 1 and 2 as of 5/1/21.
- Parkside 1 re-evaluations completed.
- Got signed up with City Electric Supply for some electrical needs. It saved us over \$60 on one exit sign.
- Had All in One here to spray all apartments and grounds with one exception.
- Cintas fire alarms and smoke detectors inspection will be 5/14/21 in Parkside 1 and 2.
- Should be having budget meeting with Chris soon.
- Warren Wright will begin painting and repairing PPN post and wood at apartments on 5/22/21
- Current vacancies as of 4/12/21 #1-2 #2-3 PPN-0

After much discussion, Betts made a motion to go to tobacco free on entire grounds on November 12, 2021. Butch seconded her motion. The board approved.

The board went into executive session at 8:10.

The board reconvened at 8:20.

Betts made a motion to pay the bills. Butch seconded. The board approved.

The board looked over the financial reports.

Meeting adjourned.

GARNETT HOUSING AUTHORITY

June 14, 2021

Members present: Steve Spring, Ron Zimmerman, Betts Abraham and Susan Stanton. Housing Director, Karlyn Hulett, also attended. Butch Rocker was absent.

Minutes of the previous meeting were read and approved.

Karlyn gave the following report:

- Storm damage from 6/11/21: Parkside 2 had roof damage. The antenna at Parkside 1 has some issues. Several trees lost big limbs.
- All tenants have been informed of smoke free grounds effective 11/12/21. Everyone was informed in writing. Only a few upset. One stated they would not tell their family member they can't vape because vaping isn't harmful to others even though it was explained that vaping is not allowed. A few have stated they will be moving but no notices have been given yet. Some have taken the stance to quit and some are happy.
- Updated House Rules for Parkside 1 and 2. All but one tenant have signed the rules. They have until the 15<sup>th</sup> to get them signed and turned into office.
- Received a quote for the work that needs to be done to Parkside 1 fire alarm system. Accepted it and they are in the process of scheduling a time to do it. This is for 4 smoke alarms and the dialer system.
- Parkside apartments are set for inspections to be done on 6/16 and 6/17. This is a HUD requirement.
- Repair work and painting at PPN has been put on hold doing this as the person doing this has tested positive for Covid. We will wait 2 weeks before resuming this work to avoid contact with tenants.
- Karlyn finished the 2<sup>nd</sup> round of the leadership training and is scheduled to take the 3<sup>rd</sup> and final round on July 21st and 22<sup>nd</sup>.
- The city commission would like to have a joint meeting with the Housing Board to discuss options of building more PPN apartments. Jody Cold has been approached by several local citizens who feel more apartments are needed. This would be a special meeting so a couple of dates from the board would be appreciated.
- Current vacancies as of 6/14/21 #1-3 #2-3 PPN-0

The board went into executive session at 7:15.

The board reconvened at 7:25.

Ron made a motion to pay the bills. Betts seconded his motion. The board approved.

The board looked over the financial report.

Meeting adjourned.