

**PROPOSED**



**Frisco Housing Authority**

# **Frisco Housing Authority Minutes**

## **Board Meeting**

**December 7, 2016**

**Wednesday 6:00 PM**

**Frisco City Hall- City Room**

**6101 Frisco Square**

**Frisco, Texas 75034**

## **Call to Order**

Meeting was called to order at 6:01 PM by Fred Lusk and then called to recess. Meeting was reconvened at 6:07 after Marie was sworn in to her new term. Robert had been sworn in before the start of the meeting.

Present were Commissioners - Fred Lusk, Robert Uhls, Marie Walters, Lee Myrben  
Staff- Susan Kaeufer, Sal Storaci  
Guest- Stacy Brown, City of Frisco  
Tim Nelson, Councilman

### **1. Welcome Returning Members Robert Uhls and Dr. Marie Walters**

Fred welcomed returning board members Marie and Robert.

## **2. Consider and act on the approval of the July 2016 Minutes**

The Minutes from the July 2016 meeting were distributed and read by email before the meeting. A motion to approve the minutes was made by Robert and 2nd by Marie. Motion was approved unanimously.

## **3. Election of New Board Officers and determine signers on Bank Accounts**

The election of new officers was discussed and a motion was made by Lee to nominate Fred for Head Commissioner and seconded by Robert. The vote was unanimous to keep Fred as Head Commissioner. Lee nominated Marie for Vice Commissioner and Robert seconded the motion. Motion was approved unanimously. Fred will remain Chairman/Head Commissioner and Marie will be Vice Chairman/Vice Commissioner. It was decided that signers on the bank account would not be changed. Signers on the accounts will remain- Susan Kaeufer, Fred Lusk and Marie Walters. It was noted that the bank has changed names and is now First United Bank.

## **4. Review Revised 2016 Budget and vote on Proposed Resolution 2016-12-1**

After discussion of the revised Budget for 2016, Robert moved that Resolution 2016-12-1 be approved and Lee 2<sup>nd</sup> the motion. The vote to approve was unanimous and the resolution was approved.

## **5. Review Proposed 2017 Budget and vote on Proposed Resolution 2016-12-2**

After discussion of the proposed Budget for 2016, Marie moved that Resolution 2016-12-2 be approved and Robert 2<sup>nd</sup> the motion. The vote to approve was unanimous and the resolution was approved.

## **6. Discuss and Approve Year End 2016 write offs**

No write offs are needed.

## **7. Approve new Flat Rents and Utility Allowances Resolution 2016-12-3**

After discussion of the change in the Flat Rents for 2017 to comply with the HUD rents for 2017, Robert moved that Resolution 2016-12-3 be approved and Marie 2<sup>nd</sup> the motion. The vote to approve was unanimous and the resolution was approved.

## Administrative Update

Lead the Way training is available to Commissioners on the HUD website.

Hud is in the process of issuing Smoke Free policies in all Housing authorities.

AFFH (Affirmably Furthering Fair Housing) is ongoing but may be discontinued due to the new administration.

Ongoing projects were discussed- Roofs, Window Replacement, and Gutters.

Possible projects include Painting and Screen door replacement.

Stacy mentioned that there were funds from CDBG which possibly could be used for updating the plumbing to the units. We will consider and determine scope and cost for such.

Councilman Tim Nelson spoke to the board on the need for more low income housing in Frisco.

## Adjourn

A motion was made to adjourn by Robert 2nd by Lee. Motion was approved unanimously.

Meeting was adjourned at 7:08PM.

***Please note these are preliminary results and are not official until approved at the next scheduled meeting. Approved/signed minutes are available at***

***[www.friscotexas.gov/docs](http://www.friscotexas.gov/docs) and [www.friscoha.org](http://www.friscoha.org)***

Approved: \_\_\_\_\_

Fred Lusk, Chairman

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

Susan Kaeufer, Executive Director

Date: \_\_\_\_\_

**PHA Board Resolution**  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 04/30/2016)

**Public reporting burden** for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Frisco Housing Authority

PHA Code: TX144

PHA Fiscal Year Beginning: 1/1/16

Board Resolution Number:

**2016-12-1**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

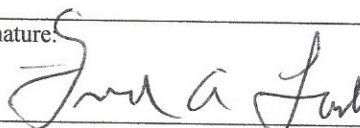
- ☐ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☒ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:  Fred Lusk	Signature: 	Date:  12/07/2016
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**PHA Board Resolution**  
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PHA Name: Frisco Housing Authority

PHA Code: TX144

PHA Fiscal Year Beginning: 1/1/17

Board Resolution Number:

**2016-12-2**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

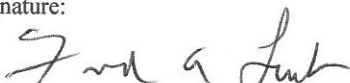
- ☒ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
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3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
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Print Board Chairperson's Name: Fred Lusk	Signature: 	Date: 12/07/2016
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## **RESOLUTION NO. 2016-12-3**

**A RESOLUTION OF THE FRISCO HOUSING AUTHORITY FOR THE CITY OF FRISCO, TEXAS APPROVING THE NEW FLAT RENT SIGNIFICANT AMENDMENT TO BE IN ACCORDANCE WITH NEW REGULATIONS AND TO KEEP UTILITY ALLOWANCES CURRENT FOR THE FRISCO HOUSING AUTHORITY**

**NOW, THEREFORE, BE IT RESOLVED BY THE FRISCO HOUSING AUTHORITY FOR THE CITY OF FRISCO TEXAS**

**Whereas HUD and Congress have enacted in the 2014 Appropriations Act- HUD NOITICE PIH 2014-12(HA) changes to Flat Rent Requirements.**

**Whereas HUD requires an Amendment for the new Flat Rents.**

**Whereas the Flat Rents have increased.**

**Whereas the Frisco Housing Authority desires to keep their Utility Allowances current with changing costs and requirements**

### **Section I.**

**That the Frisco Housing Authority Board of Commissioners authorizes the approval of the Flat Rent Significant Amendment for The Frisco Housing Authority**

**Section 2:**

**That the Frisco Housing Authority Board of Commissioners authorizes the approval of the new Flat Rents for 2017 in accordance with the policy noted above and that flat rents will not be lower than 80% of year current FMR minus the utility allowance appropriate for unit size.**

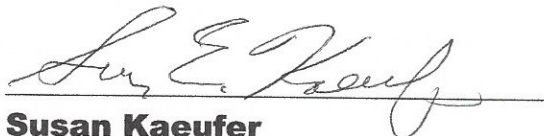
**Section 3:**

**That the Frisco Housing Authority Board of Commissioners authorizes the approval of the Utility Allowances and to keep the Utility Allowances current according to HUD regulations.**

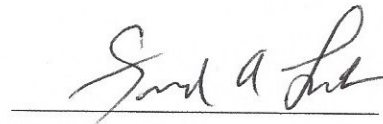
**Section 4:**

**This Resolution shall take effect immediately upon its passage.  
RESOLVED THIS THE 7th day of December, 2016.**

**ATTEST TO:**



**Susan Kaeufer  
Executive Director  
Frisco Housing Authority**

  
**Fred Lusk  
Chairman  
Board of Commissioners  
Frisco Housing Authority**