DECENT, SAFE, SANITARY LIVING ENVIRONMENT

STILLWATER HOUSING AUTHORITY

807 S. Lowry • Stillwater, OK 74074-4742 • (405) 372-4906 • Fax (405) 372-1416

Resident Advisory Board
List of Members

Elnora Shinault **621 E. 14th** **Stillwater, OK 74074**	**Scattered Site Resident**
Marthel Petties **2903 N. Perkins Rd. G-108** **Stillwater, OK 74075**	**Section 8 Resident**
Arnez Williams **522 E. Liberty** **Stillwater, OK 74075**	**Section 8/FSS Resident**
Kay Adams **807 S. Lowry #103** **Stillwater, OK 74074**	**Roxie Weber Resident**
Delois Jennings **807 S. Lowry #115** **Stillwater, OK 74074**	**Roxie Weber Resident**

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AGENDA

Stillwater Housing Authority
Resident Advisory Board Meeting
September 17, 2009
9:00 AM
807 S. Lowry, OFC

Call Meeting to Order:

I. Roll Call:

II. General Orders:

A. Section 8 Update
   Proposed Fair Market Rents
   SEVRA Legislation
B. Public Housing Update
   Non-Smoking in Public Housing
C. Capital Funds Update
   Current and Future Projects
D. Grant Application Update
   HCV Family Self-Sufficiency Grant
   Housing Counseling Grant
E. American Recovery and Reinvestment Act 2009
   Stimulus Roofing Project

III. Report from Committee Members

A. Comments

IV. Public Comment

V. Adjourn

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Resident Advisory Board

Committee Meeting September 17, 2009
Stillwater Housing Authority
9:00 AM

Members Present: Elnora Shinault, Dallas Tidwell,Marthel Pettis & Kay Adams

Staff Present: Glen Redding, Matt Mills, Jeff Southwick, Toni Broyles, & Lareeca Jordan

Guests Present: none

Approval of Minutes: Approved

General Orders:

- Jeff Southwick brought the meeting to order at 9:05am.
- Toni Broyles took roll call
- Glen Redding came in to welcome everyone and share his appreciation for them participating on the Resident Advisory board

- Glen wanted to address the issue of a Resident's exercise room at Roxie. The space and cost is not the main issue for not having a facility. Glen explained that is the liability issue which has ruled out a room for heavy work out machines.

- Jeff Southwick handed out proposed utility allowances. The allowances are surveyed once a year. Significant difference in gas heating, but that's about the only major difference.

- Dallas Tidwell and Kay Adams expressed that the electric bill seems high.

- Matt and Glen explained that current utility allowance for Roxie is $39, but in January increases to $44

- Jeff explained the different types of units, HUD's consumption rates, and that these new allowances would take effect in November.

- Section 8 staff reported that Payment Standards also have slightly changed this year, but the final amount has not been made effective yet.

- Section 8 staff reported that there might be possible changes in the Section 8 under the SEVRA law that is being discussed in congress. Reviewed some of the proposed major changes.

- Matt handed out the PIH notice 2009-21 that is in regard to Non-Smoking policy in Public Housing. The new notices encourages PHA's to look into banning smoking in some or all of their projects, and this allows the fact you do not have to grandfather in previous tenants.

- Dallas Tidwell expressed concerned about having to go outside to smoke in the winter months; icy sidewalks, hypothermia, etc.

- Elonora Shinault said we could be taking peoples freedom away.

- Matt said smoking raises maintenances costs, as well as health concerns from second hand smoke.

- Dallas suggested to making a 3rd a designated smoking floor and have a better ventilation system to vent out the smoke.

- Matt said SHA has thought about buying an ionizer for smoke damage

- Matt updated the board on the Capital Fund Program. No major changes from the last meeting when the 5-year plan was handed out. SHA does plan to install vinyl siding on the about 18 houses that do not already have siding.

- Matt notified the board that new washers and dryers will be purchased soon.

- Dallas suggested maybe purchasing a washer with an extra rinse cycle and having a volunteer laundry attended to help residents do laundry correctly.

Suggested putting signs with washing operating procedures posted on the machines.

- Matt said the SHA is in process through the CFP program to replace all original carpets in Roxie Weber and general unit rehabs on Scattered-site units, if needed

- Dallas and Kay expressed concerns about energy efficiency of doors on 1st floor. Matt said they all have weather-stripping and people have bought heavy duty door sweeps and we have installed them.

- Dallas and Kay expressed concerns on pest control in building in the walls. Matt said if tenants will report specific problems that maintenance will fix it and we are looking in each apartment for entry spots as Jim Dale cleans the air ducts in each apartment, which he started to do this week.

- Matt reported that the ARRA funds are being spent on the 24 gauge metal roofing project for our 002 houses and to upgrade to a 50 lbs high impact shingle for Roxie Weber and the SHA office.

- Dallas suggested paying someone to inspect roofs as the project goes along.

- Lareeca Jordan gave an update on the FSS grant and Housing Counseling grand.

- Matt notified that the seasonal flu shot would be offered on October 13, 2009 at 9am by Payne County Health Dept.

Comments from Committee Members:

- Kay Adams would like to see an exercise room with equipment available for the tenants' use.
- Dallas Tidwell reported that his research shows that solar power does not appear feasible for Roxie Weber
- Kay Adams would like to see garbage disposals installed in every apartment to help with pest control
- Dallas Tidwell said the laundry room and machines are not being well maintained by residents who operate them. Kay Adams notified us that a dryer on 1st floor is not working correctly.

- **Public Comment:**
  - No Comment

Adjourn: 10:55am

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AGENDA

Stillwater Housing Authority
Resident Advisory Board Meeting
April 22, 2010
3:30 PM
807 S. Lowry, OFC

Call Meeting to Order:

I. Roll Call:

II. General Orders:

A. Section 8 Update
Utility Allowances
New Rent Refinement Rule
Income Limits (if released)
B. Public Housing Update
New Utility Allowances
Non-Smoking in Public Housing
Income Limits (if released)
C. Capital Funds Update
2010 Budget
D. Grant Application Update
HCV Family Self-Sufficiency Grant
Housing Counseling Grant
E. Annual Plan and 5-Year Plan Update
F. American Recovery and Reinvestment Act 2009

III. Report from Committee Members

A. Comments

IV. Public Comment

V. Adjourn

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Resident Advisory Board

Committee Meeting April 22, 2010
Stillwater Housing Authority
3:30pm

Members Present: Kay Adams

Staff Present: Matt Mills, Jeff Southwick, Toni Broyles, Tony Kaiser & Lareeca Jordan

Guests Present: none

Approval of Minutes: Approved

General Orders:

- Jeff Southwick brought the meeting to order at 3:35pm.
- Toni Broyles took roll call.

Section 8 Update:

- Jeff Southwick handed out the new utility allowances that will go into effect on November 1, 2010. HUD formulas are used along with information on the usage from the City of Stillwater Utility Company. Significant difference in gas heating, but that's about the only major difference.

- Jeff Southwick reported on the Rent Refinement Rule which has been in effect for a number of years but the information has been expanded and refined. An example of this would be the Debts Owed to Public Housing.
- Jeff Southwick noted that in Income Limits have not been updates as of today.

Public Housing Update:

- Matt Mills handed out the new utility allowances that will go into effect on January 1, 2011.
- The non-smoking policy for Public Housing is still being looked at. Currently it is a 60/40 response to ban smoking from public housing properties. No decision has been made at this time.
- The new Capitol Funds Budget handouts were distributed. Matt wanted to remind everyone that everything we think we might need to spend money on in the next 5 years must be in the budget or the money cannot be used for that purpose. He wanted to call attention to the 2010 budget items of $60,000 for kitchen countertops, cabinets that are planning on being replaced in the 002 project. Another $40,000 is being budgeted for new smoke detectors for Public Housing.
- No money has been spent on the 2009 budget, but a new maintenance truck has been ordered. It will cost more than was estimated due a necessary upgrade so the truck can pull the new dump trailer. 10 more walk-in showers are being planned for the 1st floor of Roxie Weber. $20,000 is planned for the fire alarm system update. $35,000 is planned to update the a/c units at Roxie Weber Plaza. $150,000 is planned to put vinyl siding on 18 of the scattered site units.
- There is $30,000 to $40,000 left on the 2008 budget. This money is being used to replace carpet and tile in the vacant units at Roxie Weber. Any hot water tank that has not been replaced in the last 5 years will be replaced. There is approximately 28 hot water tanks left to be replaced. The kitchen outlets in Roxie Weber are being switched to GFI outlets. The contract has been awarded to Sander's Electric for $6,778. Snow guards had to be installed on the metal roof scattered site houses.
- Matt reported that an energy audit was completed. The only finding was that the scattered sites and Roxie Weber needed insulation in the attic. It is in the 2012 budget to repair or replace windows. The energy auditor reported that the doors at Roxie Weber were insulated.
- Matt also reported that all of the ARRA money was spent. The roofs look good. Guttering was installed. 50 year high impact shingles were used on the Roxie Weber and the office roofs.
- Lareeca Jordan reported that we did receive the FSS grant.
- Toni Broyles reported that we received the Housing Counseling grant.

Comments from Committee Members:

- Kay Adams stated that her bedroom window was sticking. She has received several complaints. Matt explained that the person with the problem needed to notify the office on an individual basis so that the repairs can be made.
- Kay Adams would like a security fence built around Roxie Weber. She reports numerous people are walking through or riding through the area at a fast pace. She feels this is a security issue.
- Kay Adams reported that the wood for her flower bed has termites. She would like the housing authority to replace the wood. Since the flower bed was installed by a previous tenant it is not the responsibility of the housing authority to replace the wood. The housing authority could have the spray guy spray for termites.
- Kay Adams requested that the wooden fences between the 1st floor apartments' yards be replaced.
- Kay Adams requested that her pet deposit be returned. She was informed that she needed to request that in writing.

Public Comment:

- No Comment

Adjourn: 4:35pm