



Housing Authority of the City of Columbia, Missouri

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COMMISSIONERS
Marvin Kinney, Chair
Genie Rogers, Vice-Chair
Max Lewis
Mary Anne McCollum
Carol Van Gorp
Phil Steinhaus, CEO

HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING JANUARY 19, 2010 MEETING MINUTES

I. Call to Order:

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in open session on January 19, 2010, in the Training Room of the Administration Building of the Columbia Housing Authority at 201 Switzler Street, Columbia, Missouri 65203. Mr. Marvin Kinney, Chair, called the meeting to order at 5:29 p.m.

II. Roll Call:

Mr. Steinhaus called the roll.

Present: Marvin Kinney, Chair
Genie Rogers, Vice-Chair
Mary Anne McCollum, Commissioner
Max Lewis, Commissioner
Carol Van Gorp, Commissioner

CHA Staff: Phil Steinhaus, Rick Hess, Mary Harvey, Claire Slama, Lee Radtke, Gimal Dirar and Sally Dehn.

Visitors: Demetria Stephens, Judy Redfield, Richard Craghead, Bill Turpin, Veronica Jenkins, Michael Pryor, Darin Preis, Pamela Winn, Jeff Johnson and Brian Cook.

III. Adoption of Agenda:

Mr. Kinney called for a motion to adopt the agenda as presented. Motion by Ms. Rogers to adopt the agenda as presented. Second by Mr. Lewis. All Commissioners voted "aye" and Mr. Kinney declared the agenda adopted as presented.

IV. Approval of Minutes of the Open Meeting of November 17, 2009, Meeting:

Mr. Kinney called for a motion to approve the minutes from the open meeting of November 17, 2009. Motion by Ms. Rogers to approve the minutes from the open meeting of November 17, 2009, with a slight modification. Second by Mr. Lewis. Ms. Rogers commented that the previous minutes did not indicate the Columbia Housing Authority (CHA) selected an insurance carrier for the next year. Ms. Rogers said the minutes reflected the November 17, 2009, meeting exactly, but because CHA selected a health insurance carrier after the meeting, this action should be reflected somewhere in the minutes. Mr. Kinney said this can be reflected in a note to the minutes of this meeting of the Board of Commissioners' meeting of January 19, 2010, stating that due to Tom

Kayser's diligence and hard work, CHA selected United Healthcare (UHC) to be the insurance carrier for CHA for the 2010 calendar year. UHC's proposal did present the Board with the lowest rate increases and better benefits for CHA's employees for the coming year over Blue Cross and Blue Shield. All Commissioners voted "aye" and Mr. Kinney declared the footnote addition to the minutes of the open meeting of the Commissioners of the Columbia Housing Authority held on January 19, 2009, approved.

V. Special Presentation – Recognition of Judy Redfield:

Mr. Kinney presented Ms. Redfield with an award for all her hard work and dedication to the Columbia Housing Authority. He started the presentation with an overview of Ms. Redfield's accomplishments, including Ms. Redfield's service to the Housing Authority since the early 1970's. She served as a Commissioner from 1977 to 1985. She served as the reporter for the League of Women Voters from 1973 to 1989. She also served as a Housing Authority representative to the Anderson-Hayes Daycare Center Board and later as a Board Member. Ms. Redfield served as a CHA representative for the Oak Towers Senior Nutrition Site and later as the CHA Public Relations Officer. She created the original Grievance Panel in 1982, and was Chairman from 1982-1985, and has served on the panel from 1992 to the present, something Mr. Kinney said he is especially thankful for. As Chairman of the Board, Mr. Kinney said he is proud to recognize Ms. Redfield's efforts and thanked her for her work and dedication to the Hearing Panel and to the Columbia Housing Authority.

Ms. Rogers said she is also grateful to Ms. Redfield for her hard work and dedication to the fair hearing process. Ms. Rogers said she has enjoyed working with Ms. Redfield during the last 18 years and looks forward to working with her in the future. Ms. Redfield was then presented with an engraved clock from the Columbia Housing Authority. Mr. Steinhaus and Mr. Lewis also expressed their appreciation for Ms. Redfield's contributions. Ms. Redfield thanked the Board for the gift and said that she has enjoyed working with the grievance panel and hopes to give more service to the panel in the years to come.

PUBLIC HEARING

VI. To Review and Discuss Proposed Revisions to the Columbia Housing Authority's Public Housing Admissions and Continued Occupancy Policy (ACOP).

Mr. Kinney said this is an open forum and public comments regarding these proposed revisions are welcome. Mr. Steinhaus said that copies of the proposed revisions are available on the website, at the public housing manager's office at each of the four public housing sites and at the front desk of the CHA Administration Building. Mr. Kinney advised residents in attendance to actually look at these proposed changes, as these are major changes that will affect everyone at the Columbia Housing Authority. Mr. Kinney asked everyone in attendance to give CHA their thoughts and opinions on the proposed changes. Mr. Kinney said the Commissioners will be voting on the changes at their next meeting, and encouraged anyone with questions to ask.

A. Presentation of Revisions: Mr. Steinhaus said this presentation is the first of two public hearings conducted by the Board. The Board will have another public hearing on February 22, 2010. Mr. Steinhaus said that HUD requires any changes in the Admissions and Continued Occupancy Policy (ACOP) and the Administrative Plan for the Housing Choice Voucher Program (Admin Plan), must be posted for 45 days before the changes can go into effect. These changes must also be presented

to the Resident Advisory Board (RAB) for comment, and general public comment must be considered by the Board of Commissioners before voting. The recommendations were presented to the RAB last week and printed copies of the packets were handed out to the members of the RAB. Mr. Steinhaus said the flyer attached to the packet went out to all public housing residents.

Mr. Steinhaus reminded the Board that CHA purchased a model ACOP and Section 8 Administrative Plan from a company that provides an update service that keeps track of the numerous regulatory and policy changes issued by HUD. From these model policies, a housing authority can then implement mandatory changes from HUD, as well as propose and implement new changes tailored to fit the specific needs of housing authority.

Mr. Steinhaus said there are a number of policy changes recommended by CHA staff that are included in the proposed changes. In particular, one of the major changes will be the changing of the security deposit policy, to one that requires the full security deposit be paid before moving into public housing. Mr. Steinhaus went on to explain that the current policy requires the resident to put down a portion of the security deposit and then make payments on the balance. With this current policy, CHA is finding that within a couple of months, housing managers have some difficulty collecting installment payments and at times have issued Lease Termination Notice and Notice to Vacate to residents who quit paying on their deposits. Mr. Steinhaus said public housing staff noted that all Section 8 participants must have their full deposits together before being allowed to move into a unit on the Section 8 program, therefore public housing tenants could also be required to have their full deposit before being allowed to move into a public housing unit.

Mr. Steinhaus said the other major policy change is the Crime Free Housing Addendum. This lease addendum will include an extensive list of serious criminal activity which threatens the health and safety of persons receiving housing assistance. The proposed Crime Free Housing Addendum will apply to both the public housing and Section 8 housing assistance programs and is attached at the end of these minutes.

Mr. Steinhaus noted these are all felony criminal offenses that will be governed by the CHA Grievance Procedures. Persons receiving housing assistance are able to file for a grievance hearing upon receiving a termination notice and have the right to go through the informal and formal hearing processes. This is meant to create safe housing for all assisted families.

Ms. McCollum asked when these changes would go into effect and if people would know in advance about the new rules and criteria. Mr. Steinhaus said these changes are scheduled to go into effect on March 1, 2010. This way, people would know about them in advance and could prepare for them. Mr. Steinhaus said the Intake Department is now giving potential tenants a longer period of time after being notified to come up with their deposit, because they were having trouble coming up with the money to move. Ms. Rogers asked what the average deposit was for a unit. Mr. Steinhaus said he thought the average deposit was about \$350.00. Some one-bedroom units may run a little less. Mr. Steinhaus did say that if these new policies cause a loss of qualified applicants, he will be the first one to come back and request a change in policy. The other changes include protections provided by

the Violence Against Women Act (VAWA), and other changes regarding the confidentiality of client records in accordance with the state of Missouri's Open Records Law commonly referred to as the Sunshine Law.

Mr. Steinhaus presented the proposed Section 8 Administrative Plans in two sections. The first section is composed of mandated changes from HUD provided as part of the model plan update service. The other packet contains the changes proposed by CHA staff. Mr. Steinhaus said the Section 8 Administrative Plan changes include instituting a working preference for families, and includes those working for at least 60 days and working at least 20 hours a week. There was also some tightening up of the Housing Quality Standards (HQS) for property inspections. Another change that was made was the time a resident could be out of the house was changed to 60 days instead of 180 days, barring extenuating circumstances, such as military. Mr. Kinney said he would give the public a little more time to make comments at the next meeting.

B. Public Comment: Mr. Steinhaus said he would be meeting with the Tenant Associations in the coming month. The Resident Advisory Board has already had their meeting and will be having one more meeting before the next board meeting. Mr. Kinney recognized Pamela Winn, a visitor and new resident to the Columbia Housing Authority. She said she would not have been able to move into her unit without being able to make payments on her deposit. Mr. Kinney said he wanted to be sure that CHA looks at all options before making tenants come up with the full deposit before moving into a unit.

C. Board Discussion: Mr. Kinney said these two things would have significant changes and urged the public to be aware and get ready for these changes. Darin Preis then said the Central Missouri Community Action Agency (CMCA) selected the Columbia Housing Authority as their partner of the year and there will be a dinner and reception next month. He will inform Mr. Steinhaus and the Board about the date and time for the dinner and presentation. He thanked the Commissioners for letting CHA partner with the Central Missouri Community Action Agency for the betterment of the community as a whole. Ms. Rogers said CHA appreciates its partners. It is much better to pool resources and makes working together toward solutions much easier than working alone.

VII. To Review and Discuss Proposed Revisions to the Columbia Housing Authority's Section 8 Housing Choice Voucher Program Administrative Plan (Admin Plan).

This discussion and presentation was added to the Public Housing Revisions discussion and presentation above.

VIII. Public Comment: (Limited to 5 Minutes Per Speaker)

There was no additional public comment.

RESOLUTIONS

IX. Resolution 2427: A Resolution to Approve a Memorandum of Understanding with the Downtown Resident Association Authorizing Annual Resident Participation Funding for the Purpose of Promoting Resident Participation and the Active Involvement of Residents in the Mission and Operation of the Columbia Housing Authority.

Motion by Ms. McCollum to bring Resolution 2427 before the Board. Second by Mr. Lewis.

Mr. Steinhaus introduced Ms. Jenkins, President of the Downtown Tenant Association to the Board of Commissioners. Mr. Steinhaus said the Downtown Tenant Association has worked hard in developing the By-Laws for the Association. The Tenant Association has also worked with Ms. Slama of Resident Services to elect officers as required and complete their budget, which is on page 3 of the MOU.

The Tenant Association has proposed building collaboration with the other Tenant Associations and has also offered to begin a Bear Creek Resident Association. The budget will work toward supporting these goals, as well as recruiting people toward the association. There were no other questions about the budget. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Lewis, McCollum, Rogers, Van Gorp and Kinney.

Mr. Kinney declared the motion carried and resolution 2427 adopted, a copy of which is attached hereto and made a part hereof.

PRESENTATIONS

X. Request from the Central Missouri Community Action Agency to use the Bear Creek Community Center for a Head Start Program.

Mr. Steinhaus said that the Central Missouri Community Action Agency (CMCA) has made a proposal with the Columbia Housing Authority to use the Bear Creek Community Center for a Head Start Program facility. Mr. Steinhaus said Mr. Darin Preis, Executive Director of CMCA was here to ask the Board of Commissioners to review the possibility of reconfiguring the Bear Creek Community Center for use as a Head Start facility. This facility would serve 20 low income children and give preference for admission to families living in the Bear Creek neighborhood. Four openings would initially be set aside for Bear Creek families.

Mr. Steinhaus said he will be out of town during the time the partnership dinner will be held with the Central Missouri Community Action Agency. Mr. Steinhaus asked the Board if someone would like to attend the banquet to represent CHA. Ms. Rogers said she thought she might be able to attend. Mr. Lewis said he may be able to attend as well. Mr. Preis said he would be getting information to Mr. Steinhaus about the details of the event. The dinner event will headline the Head Start Programs around the State and honor their partners. Mr. Preis then stated CMCA has received funding to expand the Head Start program in central Missouri. This expansion would use the Bear Creek Community Center as a Head Start Program and serve the Bear Creek tenants as well. This would be an opportunity to explore the partnership and work out the details to serve the families at this facility. These slots would have a Housing Authority preference as well as a working family preference.

Mr. Steinhaus then introduced Mr. Brian Cook, who is the organizer of the Columbia Boxing Club that is using the Bear Creek Community Center three days a week at this time. Mr. Cook said he wanted to thank the Commissioners for believing in the Boxing Club in the first place. Mr. Cook went on to say that if the Board of Commissioners decides the Bear Creek Community Center Building would better serve the community and the Housing

Authority by being a Head Start Center, there would be no hard feelings with the Boxing Club. Ms. Rogers asked Mr. Cook if the Boxing Club had another place in mind, but at this time he said they do not, but only because they have not really looked yet. Mr. Cook went on to say that Mr. Steinhaus has made some really good suggestions and has even made some phone calls in order to secure another place for them.

Ms. Rogers said she has been a strong proponent of the Boxing Club program from the very beginning. She said she sensed some fear from the Board in the beginning that this program would encourage violence, but this has not been the case. She said she has been very impressed with the program and the way it has developed. Ms. Rogers said she has been wondering if there would be a central location closer to the downtown area in order to draw more downtown children. Ms. Rogers said she is all for the Head Start Program, but she will not put the Boxing Club on the street to find a new facility for themselves. Mr. Steinhaus said he is willing to help in any way he can to find a new facility and make a smooth transition.

Mr. Steinhaus said out of the 132 children living at Bear Creek, there are currently 26 children that would be eligible to attend the proposed Head Start Center. Mr. Steinhaus said there are currently modifications that would need to be made for the children and that all the details would need to be worked out.

Mr. Kinney said he is willing to do a study on the possibility of partnering with the Central Missouri Community Action Agency for the purpose of leasing the Bear Creek Community Center in order to provide a Head Start Program at the site. Motion by Ms. Rogers to continue exploring the issues concerning moving the Boxing Club Program and relocating the Head Start Program to the Bear Creek Community Center, if feasible. Second by Mr. Lewis. All Commissioners voted "aye" and Mr. Kinney declared the Motion to continue exploring the issues concerning moving the Boxing Club Program and relocating the Head Start Program to the Bear Creek Community Center, if feasible, adopted as presented by the Central Missouri Community Action Agency.

There were no other questions by the Board.

XI. Request From Mr. Gamal Dirar to Rent Space in the Lincoln-Unity Laundry Facility to Operate a Small Retail Store.

Mr. Steinhaus passed out the Retail Store Business Plan prepared by Mr. Gamal Dirar to the Board. He then introduced Mr. Dirar to the Board of Commissioners. Mr. Steinhaus then explained that Mr. Dirar would like to rent space in the Lincoln-Unity laundry facility in order to open and operate a retail store, and to operate the computer lab in the back of the space. Mr. Steinhaus said Mr. Dirar is an employee in the maintenance department at Bear Creek, and has been a resident of the Columbia Housing Authority for 5 years.

Mr. Dirar addressed the Board and explained his business plan and desire to help residents by having a store and also a computer lab. Ms. Rogers asked Mr. Dirar about the store hours and how long he planned to keep the store open each day. Mr. Dirar said the store hours would be from Monday through Saturday from 2:00 p.m. to 6:00 p.m. during the winter. Those hours would change for the summer to Monday through Saturday from 2:00 p.m. to 8:00 p.m. Mr. Dirar also enclosed an expense chart on the back of his Business Plan. He noted to the Board that he had secured a start-up loan.

Mr. Kinney asked Mr. Dirar if he had presented his request to the Downtown Resident Association. Mr. Dirar said he had not spoken to the Resident Association as of this date. Mr. Kinney said he would certainly look more favorably on this plan if Mr. Dirar would run this by the Downtown Resident Association first and receive approval from them. Mr. Kinney said he thought the retail store would need the support of the Downtown Resident Association and without their support, it would not succeed. Mr. Dirar said he thought he would try to attract not only the public housing tenants, but also non-public housing tenants in the immediate area.

Ms. Rogers also said he thought Mr. Kinney had a good point in that Mr. Dirar will need the support of the Resident Association. Mr. Kinney said if the Resident Association would support the store, he would certainly encourage the Board to support it as well. Mr. Lewis then said to talk with Ms. Jenkins and get the plan added to the Resident Association agenda on the next meeting and come back to let the Board know what they said. Ms. McCollum also gave Mr. Dirar some other places to get help with his business plan. There was no further discussion.

REPORTS

XII. Bear Creek Resident Participation Activities Report:

Mr. Steinhaus noted the Board asked about the Bear Creek Resident Participation funds at the last meeting. Mr. Steinhaus reported that the association was inactive in 2009 and did not spend any of the resident participation funds last year. A small portion of their funds was spent went to their share of support for the Resident Advisory Board. The amount spent from the Resident Services Fund was \$862.06 to purchase backpacks for 80 school kids who were unable to get to the back to school events in the community. The Safety Department sponsored the 4th of July activities to keep the neighborhood safe, which did not cost anything to the resident association. In 2010, the Resident Services Coordinator will be working to get the Resident Association reestablished in the Bear Creek area.

Mr. Kinney asked if the backpacks came out of their funds. Mr. Steinhaus said no, those actually did not come out of their funds but rather came from the housing authority's designated share of resident participation funding. Mr. Steinhaus said hopefully there will be some renewed interest in the association soon. The spring planting day went over very well downtown, so that may be an activity to plan for the Bear Creek facility.

Mr. Steinhaus said Ms. Dionne Richardson is doing a great job as the Public Housing Manager at the Bear Creek facility. He said the Bear Creek neighborhood is beginning to stabilize. Mr. Steinhaus said even the Police Department has commented how nice it is at the Bear Creek site. Mr. Kinney said that is another factor to consider when opening the Head Start Program at the Bear Creek Facility, will be the safety of the children. However, having an on-site Head Start Program will be another amenity to marketing the property to working families. Mr. Steinhaus noted that Bear Creek has 100 percent occupancy.

Ms. McCollum then asked about the money allocated to the resident associations. Ms. Harvey explained how HUD allocates the money. The money for the resident associations is distributed based on a calculation of a percentage of the money because HUD does not actually let us know how much money will be allocated until October of the fiscal year. If the money is not spent, it will carry over and be reallocated the next year. The Downtown Association has used their funds to fix up their office and buy computers and phones, etc.

Mr. Steinhaus said this was appropriate use of their money. The Downtown Resident Association also had some holiday dinners to get people to come to their meetings. Mr. Kinney asked if they had a checking account or if they were responsible for their own money. Mr. Steinhaus said they are in the process of getting one so CHA does not have to track all their money for them. The Resident Association should be tracking their money. There were no other questions or comments.

XIII. CY2009 Capital Fund and American Recovery and Reinvestment Act (ARRA) Formula Capital Fund Budgets:

Mr. Steinhaus said the revisions to the budget that was submitted to HUD for the Formula Capital Funds in the amount of \$1.35 million dollars. Last March a budget was submitted to HUD for energy efficiency improvements, particularly the family sites. In mid-summer, CHA received the Capital Fund Recovery Competition Grant. CHA applied for one for Paquin Towers for energy efficiency and for Oak Towers for ADA accessibility. The Paquin Tower grant was funded, however, the Oak Tower grant was not funded.

The Paquin Tower grant was paired with an energy performance contract at the same time and Ameresco is now under contract with CHA to provide the performance grade energy audit, which is almost finished. This will guide CHA in making the choices on which projects to do at Paquin Towers with the CFRC money and the energy performance contract. CHA delayed in spending the formula money until all the details were worked out because CHA wanted to get things worked out because CHA wanted to put all of the energy savings capital projects into the EPC and the CFRC. So the budget has been revised so the formula monies are paying for things that are not energy projects but things that need to be done. The roofing downtown is finished and the other half of that money will reroof Paquin and Oak Towers.

Mr. Steinhaus said architectural companies were interviewed last week after bids were put out for Architect and Engineering fees. Peckham and Wright was selected with the best bid and a contract will be issued with them. Concrete work will be a big part of the project, which is has been noted as a REAC inspection deficiency. The brick wall on Waugh Street will also be replaced next to Paquin Towers. A fence like the one at Oak Towers will be added in place of the existing wall. The doors at Oak Towers will be replaced. Siding on downtown housing units will also be replaced. Some of the siding has holes in it and needs to be replaced. Not all of it will be replaced, and some will be pieced with old siding. All of these projects must be under contract by March 17, 2010. All of the CFRC projects must be under contract by September, 2010.

There were no other comments.

XIV. Drug Free Communities Continuation Application:

Mr. Steinhaus said that the Drug Free Communities was renewed on a five-year grant last year, however, an annual renewal application must still be submitted. This application will be going in within the next month or so. This pays for the Coordinator and Assistant Coordinator.

XV. Capital Projects Work Items Status Reports

Mr. Steinhaus said the replacement of a significant number of roofs is mostly finished now for the downtown housing units. The only work left is to install new gutters and gutter

guards. CHA has purchase bi-fold doors for the bathrooms at Paquin Towers. Those should be going in soon and there will be a labor cost to install them. The Ford Taurus will be replaced with a Ford Fusion in AMP 1, the retaining wall at Paquin Towers, and the kitchen bi-fold door at Oak Towers has been replaced with a glass enclosed door. The new chairs and carpet at the Blind Boone Center have been purchased.

XVI. Date of February Board Meeting

Mr. Steinhaus said he would be out of town the week of February 8, 2010, the week before the regularly scheduled February Board meeting. He asked if it would be possible to move it back to Tuesday, February 23, 2010. After some discussion, it was decided that the date of Monday, February 22, 2010, at 5:30 p.m. would work the best for all Commissioners.

XVII. Current Events Update:

Mr. Steinhaus informed the Board that Ms. Carroll Zu-Bolton, Moving Ahead Program Director had been nominated for the 2010 Columbia Values Diversity Award. He noted that Ms. Christine Martinez wrote an excellent nomination essay.

Mr. Steinhaus also informed the Board of the public meeting for the pedestrian walkway in the middle of Providence Road that will be scheduled for sometime in February. The only drawback to this pedestrian median is that vehicles traveling north on Providence would not be able to turn left onto Switzler from Providence, and would have to find an alternate route. The way MODOT has presented their crossing with a jog in the median so that foot traffic must turn and face oncoming traffic before crossing is very pedestrian friendly. There will be lights there that will stop traffic for people to cross as well.

There was no further discussion.

PUBLIC AND COMMISSIONER COMMENT

XVIII. Public Comment:

There was no public comment.

XIX. Commissioner Comment

Mr. Lewis said he would like to make sure that the button to push for the new pedestrian crosswalk on Providence Road will not be up on a curb because that would not be wheelchair friendly. Mr. Steinhaus reassured Mr. Lewis that he had spoken with MODOT and was informed that the crosswalk buttons would be easily accessible. There was no other commissioner comment.

XX. Annual Performance Evaluation of the Chief Executive Officer

CLOSED SESSION PURSUANT TO SECTION 610.021 (3) RSMo. – Pertaining to the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Mr. Kinney called for a motion to go into closed session to discuss the annual performance evaluation of the Chief Executive Officer. Ms. Rogers made a motion to go into closed

session. Second by Mr. Lewis. Upon a role call vote of the motion , the following vote was recorded:

Yes: Lewis, McCollum, Van Gorp, Rogers and Kinney.

Mr. Kinney declared the motion carried and the Board went into closed session.

XXI. Adjournment: Motion by Ms. McCollum to come out of closed session and adjourn the meeting. Second by Ms. Van Gorp. The motion passed by a unanimous vote and the meeting was adjourned.

Marvin Kinney, Chair

Date

Phil Steinhaus, Secretary

Date

Certification of Public Notice

I, Phil Steinhaus, Secretary of the Housing Authority of the City of Columbia, Missouri, do hereby certify that on November 13, 2009, I posted public notice of the January 15, 2010, Board of Commissioners Meeting and distributed copies of the notice and agenda to the Board of Commissioners and the local media. The meeting notice and agenda were also distributed to the public upon request.

The meeting agenda, unapproved minutes from the previous meeting, resolutions, and accompanying staff memos were also posted to the Columbia Housing Authority web site at: www.ColumbiaHA.com (►About Us, ►CHA Board). A complete agenda packet was available for review at the CHA Administration Building, 201 Switzler Street during regular business hours Monday-Friday, 8:00 a.m. – 5:00 p.m.

Phil Steinhaus, Secretary

Date