

**HOUSING AUTHORITY OF THE
CITY OF KYLE TX**

**MINUTES OF THE DECEMBER 15, 2021
BOARD MEETING**

DECEMBER 15, 2021 BOARD MEETING MINUTES

1. Meeting was called to order by Chair Harper at 5:12 pm. Steve Colella was asked to call the roll. Commissioners Harper, Kothmann, Lopez and Salazar were present. A quorum was obtained.
2. A citizen comment period was opened at 5:15 pm. No email comments were received and there was no one asking to speak. The chair closed the comment period at 5:06 pm.
3. The chair introduced Steve Colella, President of MDP Management LC and asked Mr. Colella to give the board an update regarding his companies first 105 days managing Charles Young Public Housing and 75 days managing Pete Dressen Housing.
4. Mr. Colella gave the board an update of the following issues with respect to his company's attempt to gain control of the two properties and generate some progress:
 - a. Bank account update-accounts still not opened at Wells Fargo
 - b. eLOCCS still not assigned to anyone at MDP. This is the access to Charles Young funds
 - c. A HUD REAC inspection has been scheduled for January 6, 2022
 - d. Estimated repairs/replacements in Pete Dressen ten vacant units total \$16,573.00 and in the twenty occupied units \$20,353.00.
 - e. The USDA has some oversight over Pete Dressen, and they require management to be approved by them in addition to HUD. Working on the required paperwork for USDA.
 - f. Reported on the money properties owe to MDP as of meeting date:
 - i. Charles Young owes MDP \$23,888.65 for payroll, management fees, and operating expense reimbursements.
 - ii. Pete Dressen owes MDP \$14,287.81 for payroll, management fees, and operating expense reimbursements.
 - g. A capital needs report noted the following items to be addressed:
 - i. Charles Young:

- | | |
|------------------------------|--------------|
| 1. Roof Repairs | \$ 2,467.00 |
| 2. Building 409/411-new roof | \$ 10,060.88 |
- ii. Pete Dressen:
- | | |
|--------------------------------------|--------------|
| 1. Make ready ten vacant units | \$ 16,573.00 |
| 2. Repairs to occupied units | \$ 20,353.00 |
| 3. Roof replacement on all buildings | \$130,000.00 |
| Roofs are original from 1978 | |
| 4. Exterior carpentry and painting | \$ 33,330.00 |
- h. Management recommends presenting a request to the City of Kyle to loan funds to the Housing Authority of Kyle TX to get these items completed.
- i. Tenant files on both properties need to be updated. This is a time-consuming task, and the plan is to do two files per week until they are all updated.
- j. Staffing issues with respect to maintenance: while searching for a full-time maintenance tech in the immediate area we have one from San Antonio working at the property. He has completed work in Charles Young so that the vacant units can be occupied, and the balance of his time has been addressing service requests from existing residents
- k. Worked with Southwest Housing Compliance Corp. (SHCC) to get the contract renewal effective December 1, 2021, approved on Pete Dressen. We got the work completed and the OCAF rent increase approved effective 12/1/2021.
- l. Worked with SHCC on the MOR from 2019 and are in the process of getting any reported deficiencies corrected.
- m. Worked with SHCC to implement EIV. There was a 5% hold back of the HAP payment monthly for two years which totaled \$7,983. SHCC will release these funds to the property as part of the February HAP payment.
5. There was some discussion between Mr. Colella and the board members. Colella noted that his staff had run up against numerous obstacles over the first 90 days that he feels little progress has been made. He did note that PIH reported they were very pleased with the efforts MDP has made on Charles Young.

6. There being no further business and no questions, the meeting was adjourned at 6:11pm.

Daniel Harper

Daniel Harper
May 31, 2022