

**GREENE METROPOLITAN HOUSING AUTHORITY BOARD
MEETING 750
HELD June 17, 2025**

In Attendance:

Present: Nancy Hadley, Marilyn McCauley, Pam Gayheart, and Stacy Leggett

Others Present: Brenda Smallwood, Donna Lawhorn, Joyce, Huddleson, Joe Stacy, and Jennifer Marietta

Absent: None

Public Comments

Nancy Hadley asked if there were any public comments. Individuals were invited to speak with a 3-minute speaking limit.

There were none.

Review/Approval Minutes

The Board reviewed the April 15, 2025, minutes. There were no corrections or comments. Stacy Leggett moved the approval of the April 15, 2025, minutes. It was seconded by Marilyn McCauley. The minutes were unanimously approved.

Review of Receipts/Expenditures

The May financials presented by Donna Lawhorn.

Public Housing budgeted revenue is \$399,115. The actual YTD revenue is \$376,692. 15.7% has been received as a % of the budget. Public Housing budgeted expenses are \$368,755. The actual YTD expenses are \$301,221. 82% has been expensed as a % of the budget.

HCVP Operations (Admin Fees) budgeted revenue is \$182,968. The actual YTD revenue is \$96,164. 8.8% has been received as a % of the budget. HCVP operations budgeted expenses are \$173,280. The actual YTD expenses are \$159,396. 92% has been expensed as a % of the budget.

HCV HAP budgeted revenue is \$1,784,145. The actual YTD revenue is \$1,661,813. 15.5% has been received as a % of the budget. HCV HAP budgeted expenses are \$1,787,379. The actual YTD expenses are \$1,524,368. 85% has been expensed as a % of the budget.

Village Greene budgeted revenue is \$24,267. The actual YTD revenue is \$6,265. 4.3% has been received as % of the budget. Village Greene budgeted expenses are \$15,060. The actual YTD expenses are \$13,929. 92% has been expensed as a % of the budget.

Sensible Shelter budgeted revenue is \$13,793. The actual YTD revenue is \$14,245. 17.2% has been received as a % of the budget. Sensible Shelter budgeted expenses are \$11,164. The actual YTD expenses are \$7,789. 70% has been expensed as a % of the budget.

Discretionary budgeted revenue is \$35,205. The actual YTD revenue is \$36,391. 17.2% has been received as a % of the budget. Discretionary budgeted expenses are \$13,675. The actual YTD expenses are \$3,560. 26% has been expensed as a % of the budget.

COCC budgeted revenue is \$235,520. The actual YTD revenue is \$180,520. 12.8% has been received as a % of the budget. COCC budgeted expenses are \$246,989. The actual YTD expenses are \$238,692. 55% has been expensed as a % of the budget.

The board had no questions.

Department Reports

Brenda reported that 130 applications were received in the month of May.

20 applicant files were sent to the Section 8 Department to be briefed. 2 Section 8 vouchers expired and was not used by the applicant.

There were 1570 applicants on the Section 8 wait list. Columbus Place has 20 applicants on their wait list. There were 1338 applicants on the Public Housing wait list and 137 on the Village Greene wait list.

There were 15 vacancies in Public Housing in the month of May. Yellow Springs Village Greene, Wise Manor, and Quail Run were fully leased.

Accounts receivable for Public Housing increased to 6% for the month of May. Yellow Springs Village Greene increase to 2%. Quail Run decreased to 14%. Wise Manor increased to 1%.

As of June 1st, Section 8 had 1216 units under lease. As of May 31st Public Housing had 346 units under lease.

The Section 8 Department collected \$4,713 in fraud monies during the month of May.

The Section 8 Managers completed 198 Annual Recertification, Move Ins, and Interims in the month of May.

The Section 8 Contract Inspector's passed 128 inspections and failed 59 inspections. There were 15 clients that went off the program and 8 clients were terminated by GMHA for voucher violations.

The Maintenance Department completed 275 work orders in the month of May. This equated to labor hours of 664.07.

Directors Report

The Director's report was reviewed by the Board. There was no comment.

Old Business

None

New Business

Resolution to update the Revised Maintenance Charges to Residents

Brenda stated because of the increasing costs, it is recommended that certain maintenance charges are revised. There has not been an increase since 2023. The current charge schedule and the updated charge schedule is included for your review. Brenda requested a resolution from the to approve the updated schedule.

Marilyn McCauley introduced **Resolution 1498**, Be it resolved the Greene Metropolitan Housing Authority Board approve the updated 2025 charge list. Stacy Leggett, moved the adoption of the resolution, seconded by Pam Gayheart, Roll Call Vote: Hadley, Leggett, McCauley, and Gayheart. Nays: None.

Resolution to increase the Xenia and Fairborn, Fair Market Rents from 100% to 110%

Brenda Requested that the board approve increasing the Section 8 Fair Market Rents from 100% to 110%. This will give prospective, as well as, current Section 8 residents more choice in the housing market.

Nancy Hadley introduced **Resolution 1499**, Be it resolved the Greene Metropolitan Housing Authority Board approves increasing the Section 8 Fair Market Rent from 100% to 110%. Pam Gayheart, moved the adoption of the resolution, seconded by Stacy Leggett, Roll Call Vote: Hadley, Leggett, McCauley, and Gayheart. Nays: None.

Resolution to approve the revised Public Records Policy

Brenda requested the Board to approve the revised Public Records Policy that was included in their Board Packets for their review.

Marilyn McCauley, introduced **Resolution 1500**, Be it resolved the Greene Metropolitan Housing Authority Board approves the revised Public Records Policy to be effective immediately. Pam Gayheart, moved the adoption of the resolution, seconded by Stacy Leggett, Roll Call Vote: Hadley, Leggett, McCauley, and Gayheart. Nays: None.

Nancy Hadley requested a motion to adjourn the Regular Board Meeting and to go into Executive Session. It was seconded by Marilyn McCauley.

Executive Session

Regular Business Meeting

Nancy Hadley requested a motion to go back into regular session. Marilyn McCauley moved to go back into regular session. It was seconded Stacy Leggett. Roll Call Vote: Ayes: Hadley, Leggett, and McCauley. Nays: None.

Nancy Hadley made the motion to adjourn the meeting. It was seconded by Pam Gayheart.

The Meeting adjourned at 5:15 p.m.

Nancy Hadley

GMHA Board Chair

Next Meeting

July 15th at 4:30 p.m. Location: GMHA's Office

