



**Housing Authority of the City of Jonesboro Georgia**  
**P.O. Box 458**  
**Jonesboro, Georgia 30237**



**TTY (770)478-4805**

**Fax (770)-478-2528**

**(770) 478-7282**

***Sign in sheet for Board Meeting held on March 20, 2018.***

1. ALLEN ROARK

2. Demetria H. Mitchell

3. Ikerese Gundry

4. Curtis Burrell

5. Paul Sawyer

6. Rebekah Lester

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17. \_\_\_\_\_

JONESBORO HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
TUESDAY, MARCH 20, 2018  
**AGENDA**

1. Call to Order
2. Resolution to Approve February 20, 2018 Meeting Minutes
3. Write Offs for Section 8 "Vacated Retro Accounts"
4. Discuss Audit Results for Fiscal Year of 10/1/16 - 9/30/17
5. Vote for Time Change for Monthly Board Meetings
6. Executive Session if needed

**March 20, 2018**

**ISSUE SUMMARY:**

RESOLUTION TO APPROVE MEETING MINUTES FOR FEBRUARY 20, 2018

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**FROM:** PAUL G. WRIGHT, EXECUTIVE DIRECTOR

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**IMPORTANCE:**

High

**ACTION REQUIRED:**

A Resolution is required to Approve Meeting Minutes for February 20, 2018.

**HOUSING AUTHORITY OF THE CITY  
OF JONESBORO, GEORGIA  
COMMISSIONERS MEETING  
FEBRUARY 20, 2018**

The Board of Commissioners of the City of Jonesboro Housing Authority held their monthly meeting on February 20, 2018 at 2:00 PM. The meeting was held in the JHA conference room located at 207 Hightower Street, Jonesboro Georgia, 30236. Commissioner Chairman Curtis Burrell, Vice Commissioner Allen Roark, and Commissioner Therese Guidry were in attendance. Executive Director Paul Wright along with Financial Director Demetrice Mitchell were present. Administrative Assistant Rebekah Lester was also in attendance to take minutes.

**Call to Order:**

The meeting was called to order by Commissioner Chairman Curtis Burrell

**RESOLUTION #1012**

**A RESOLUTION TO APPROVE JANUARY 16, 2018 MINUTES**

A Motion to Approve January 16, 2018 Minutes was made by Commissioner Therese Guidry and was seconded by Vice Commissioner Allen Roark. The Motion passed unanimously. **(RESOLUTION #1012)**

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve Meeting Minutes for January 16, 2018. **(Resolution #1012)**

  
Chairman, Curtis D. Burrell

  
Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY  
OF JONESBORO, GEORGIA  
COMMISSIONERS MEETING  
FEBRUARY 20, 2018**

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**Call to Order:**

The meeting was called to order by Commissioner Chairman Curtis Burrell

**RESOLUTION #1013**

**A RESOLUTION TO APPROVE THE SALE OF COMPANY TRUCKS**

A Motion to Approve the Sale of Company Trucks was made by Commissioner Therese Guidry and was seconded by Vice Commissioner Allen Roark. The Motion passed unanimously. **(RESOLUTION #1013)**

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve the Sale of Company Trucks. **(Resolution #1013)**

  
Chairman, Curtis D. Burrell

  
Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY  
OF JONESBORO, GEORGIA  
COMMISSIONERS MEETING  
FEBRUARY 20, 2018**

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**Call to Order:**

The meeting was called to order by Commissioner Chairman Curtis Burrell

**RESOLUTION #1014**

**A RESOLUTION TO APPROVE THE NEW ADMIN PLAN FOR THE  
CHANGE OF POLICY IN BEDROOM SIZE**

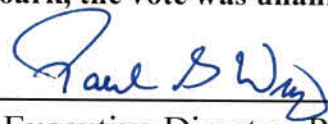
A Motion to Approve the New Admin Plan for the Change of Policy in Bedroom Size was made by Commissioner Therese Guidry and was seconded by Vice Commissioner Allen Roark. The Motion passed unanimously. **(RESOLUTION #1014)**

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve the New Admin Plan for the Change of Policy in Bedroom Size.

**(Resolution#1014)**

Being no further business, a motion to adjourn was made by, Therese Guidry and was seconded by Vice Commissioner Allen Roark, the vote was unanimous and the meeting was adjourned.

  
Chairman, Curtis D. Burrell

  
Executive Director, Paul G. Wright



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**Write Offs for March 2018**

**Resolution: #** 1016

**Date Approved:**

Maria Bolden	\$150.00
Broken Agreement	

Laticia Brundidge	\$204.50
Broken Agreement	

Shantell Fryman	\$10.00
Broken Agreement	

Amber Gayten	\$843.15
No Agreement	

Nicole Roles	\$981.00
No Agreement	

Latashia Tillman	\$689.00
Broken Agreement	

<b><u>TOTAL:</u></b>	<b><u>\$2,877.65</u></b>
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**Prosecute:** Clayton County District Attorney will prosecute clients that owe more than \$3,500.00 that did not sign an agreement.

**OIG:** Office of Inspector General will handle all cases with amounts more than \$10,000.00

Amounts less than \$100.00 will be written off.

**Write-Off Policy**

Will not propose a write –off until tenant has been vacated

Timeframe to vacate a tenant is being reviewed. (Some vacates seem to take longer than others).

Write-offs are then forwarded for prosecution with Magistrate Court or Superior Court.

Balances with broken agreements are subject for collections.

Write-offs will be done on a quarterly basis

## Paul Wright

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**From:** Joy Day <jday@jonesboroga.com>  
**Sent:** Tuesday, March 20, 2018 11:34 AM  
**To:** pwright@jonesborohousing.com  
**Cc:** Ricky, L. Clark, Jr.  
**Subject:** Meeting times

Good morning:

Have you changed the meeting time for the Housing Authority? We would like to appoint two members in the coming month. Please advise the week/time you meet. Hope you are having a good week; thanks for meeting with us recently. I look forward to hearing from you.

Thanks,



Joy B. Day | Mayor | City of Jonesboro, GA  
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