

**SHELBY METROPOLITAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING**

November 17, 2025

1. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Vice Chairman Dmitri Williams, and board members Frank Mariano, Amy Klingler and Kelli Ward. A quorum was noted. Executive Director Laura Werner and Finance Director Beth Marchal were also present. The regularly scheduled meeting was called to order at 12:08 p.m.

2. Approval of October 2025 Board Meeting Minutes.

No concerns were voiced. Kelli Ward made a motion to approve the minutes. Vice Chairman Dmitri Williams seconded the motion. All ayes were heard. The motion carried.

3. Approval of October 2025 Financial Report.

A few items from the report were reviewed. Frank Mariano made a motion to approve the Financial Report. Amy Klingler seconded the motion. All ayes were heard. The motion carried.

4. Directors Report

Director Werner reviewed the Director's Report that board members received. There are 133 Section 8 applications on the waiting list. 17 vouchers were given to families. A total of 222 families are receiving Housing Assistance Payments. There were 3 move-outs and 12 move-ins. One VASH voucher was given, but VASH remains at 9, for a total of 231 vouchers, with spending totaling \$99,380.00. Public Housing still has one vacant unit at 1117 Hilltop Ave. #F. The rehab for this unit was intense, and there was a severe bedbug infestation. There are 52 Public Housing applications on file, and 99% of rents collected. No rent evictions occurred, and there was 1 move-out and 1 move-in.

5. Old Business

A. Complex/Maintenance Update

Director Werner reported that, in October, Brian and Corey attended the OHAC Maintenance Clinic. Both reported learning a lot. Corey gained knowledge of basic maintenance repairs and troubleshooting, while Brian improved his understanding of heating and air conditioning to better diagnose problems and pinpoint repairs.

The Maintenance Department is staying on top of work orders and has begun inspecting our stock in preparation of REAC inspections. Director Werner noted that she expects REAC inspections to occur between now and May.

The Hilltop playground has been fenced off, and tenants were notified it is closed until new equipment is installed. Hewitt Villa playground repair pieces have been delivered, and installation has not been scheduled. Director Werner has not yet checked with Low Voltage regarding security cameras for the new playground.

6. New Business.

A. Flat Rent/Ceiling Rent Schedules

It is time to update the flat rents and ceilings rents. Every year, HUD posts the Fair Market Rents (FMR), and flat rents are based off the FMRs. Flat rent is a set amount. In the beginning, rents were income-based. Income-based rents can increase according to income: the more you make, the more

you pay. HUD allowed Housing Authorities to establish ceiling rents at their discretion. SMHA then adopted ceiling rents. Ceiling rents put a cap on rent increases. Years later, HUD implemented flat rents. These were not optional. A Housing Authority with ceiling rent can have both flat rent and ceiling rent but they must mirror each other. Flat rent must be at least 80% of the FMR but no more than a 35% increase in a year. Chairman James Frye called for a motion to approve Resolution 2025-07, Adoption of Updated Flat Rent/Ceiling Rent Schedules. Amy Klingler made the motion, seconded by Kelli Ward. All ayes heard. Motion carried.

7. Adjournment.

Motion to adjourn was moved by Frank Mariano and seconded by Amy Klingler. All in favor; motion carried. The meeting adjourned at 12:22 p.m.

Submitted by Beth Marchal, Finance Director