

Jonesboro Urban Renewal and Housing Authority
Craighead County Housing Authority

PUBLIC HOUSING PROGRAM • SECTION 8 HOUSING PROGRAM • SECTION 8 / 202 PROGRAM
330 UNION STREET • JONESBORO, ARKANSAS 72401 • (870) 935-9800 • FAX: (870) 935-6872

Executive Director: Sharon Poe

November 30, 2006

Ms. Gayle Vickers
City of Jonesboro
P. O. Box 1845
Jonesboro, AR 72403

Dear Ms. Vickers:

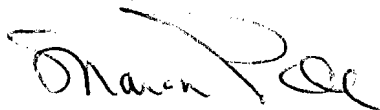
As Executive Director for the Jonesboro Urban Renewal & Housing Authority, I am certifying that the following items were submitted to the JURHA Board of Commissioners:

APPROVAL TO ADMINISTER NEACC FUNDS FOR SUBSISTENCE PAYMENTS on November 15, 2006 and approved by the Board on the same date.

APPROVAL TO RECEIVE GRANT FROM JONESBORO CDBG FUNDS TO OPERATE THE MORTGAGE READY HOMEOWNERSHIP COUNSELING PROGRAM by Special Meeting (telephone poll) on October 23, 2006 and approved on the same date.

I have enclosed copies of the pages in the board minutes that document these actions. According to our procedure, the minutes will not be signed by the chairman until our next Board meeting which will be held in 2007.

Sincerely,



Sharon Poe
Executive Director

enclosure

Commissioners:

Deborah Agnew, Chairperson, JURHA, CCHA • Elizabeth Stafford, Vice-Chairperson, JURHA, CCHA • Dennis Zolper • Cherice Crawford • Dr. Ken Beadles



INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 24 2002

JURHA HOUSING AND COMMUNITY
DEVELOPMENT ORGANIZATION JURHA HCD
330 UNION ST
JONESBORO, AR 72401-0000

Employer Identification Number:
73-1534381
DLN:
17053264758002
Contact Person: BENJAMIN L DAVIS ID# 31465
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
July 1998
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

polled for the authorization to sell at the bid prices received.

Dr. Beadles made a motion to allow the sale of the equipment for maintenance and the office. Mr. Zolper seconded the motion and it was approved by unanimous vote.

6. APPROVAL TO PURCHASE MOWER DECK

Ms. Poe asked for the boards' approval to purchase a mowing deck for the mower purchased from JEC in June. Ms. Poe stated that the only bid received thus far was from Jonesboro Tractor for \$2459.00. She stated that two other bids are pending before a decision would be made. She asked for their approval to purchase the mower deck at no more than \$2459.00 and allowing the proceeds from the sale of the equipment to be used for the purchase.

Dr. Beadles made a motion to allow the purchase of Mower deck up to \$2459.00 with the proceeds from sale of the used equipment to be applied to the purchase price of the mower. Mr. Zolper seconded the motion and it was approved by unanimous vote.

7. APPROVAL TO ADMINISTER NEACC FUNDS FOR SUBSISTENCE PAYMENTS

Ms. Poe asked for the boards' approval to administer funds from the North Arkansas Continuum of Care for subsistence payments. Ms. Poe stated that \$3,024.00 from the CDBG funds administered by the City of Jonesboro has been set aside to assist families to prevent homelessness on a one time basis. The funds can be used to pay one-time or short-term (no more than 3 months) emergency grant payments on behalf of an individual or family to prevent the loss of utilities or payment of rent/mortgage to prevent eviction (no security deposits). Ms. Poe stated that The use of the funds is limited to within the city limits of Jonesboro. Ms. Poe stated that the guidelines require that an individual or family must provide a shut-off or pending shut-off of utilities and complete an application provided by the City of Jonesboro for approval. A one-time payment will be made directly to the vendor on behalf of the approved individual/family. The funds will be distributed on a first-come/first serve basis until funds are depleted.

Mr. Zolper made a motion to approve the administering of the funds from the NEACC grant as presented. Cherice Crawford seconded the motion and it was approved by a unanimous vote.

9. EXECUTIVE DIRECTORS PROGRESS REPORT:

Ms. Agnew asked if there were any questions regarding the progress report. There were no questions.

10. ADJOURNMENT:

There being no further business, upon the motion of Dr. Ken Beadles and duly seconded by Mr. Dennis Zolper the meeting was adjourned at 4:20 p.m.

CHAIRPERSON

ATTEST:

SPECIAL MEETING
October 23, 2006

A Special Meeting (telephone poll) of the Jonesboro Urban Renewal and Housing Authority Board of Directors was conducted by telephone poll on October 23, 2006. Those contacted by phone were as follows:

1. MEMBERS POLLED: Deborah Agnew, Elizabeth Stafford, Dr. Ken Beadles, Cherice Crawford and Dennis Zolper

RESPONDED: Elizabeth Stafford, Dennis Zolper and Dr. Ken Beadles

RECORDING VOTES: Janice Grissum

2. MINUTES OF PREVIOUS MEETING: NONE

3. COMMUNICATIONS AND BILLS: NONE

4. REPORT OF SECRETARY-TREASURER: NONE

5. REPORT OF COMMITTEES: NONE

6. UNFINISHED BUSINESS: NONE

7. NEW BUSINESS:

A. Ms. Poe asked for the boards' approval to write off Public Housing Collection losses as of September 30, 2006 in the amount of \$1309.00. Ms. Poe told the board that collection losses are written off twice a year in March and September. Ms. Poe explained that the collection losses will be turned over to the Credit Bureau for further collection efforts; the staff has exhausted all means of collection the bad debts. Ms. Poe stated that the amount was lower in September than March and she credited that to the Public Housing Staff for their collection efforts.

Deborah Agnew, Elizabeth Stafford, Dennis Zolper, Dr. Ken Beadles and Cherice Crawford granted approval of the collection write offs as of September 30, 2006.

RESOLUTION NO. 1770

RESOLUTION AUTHORIZING COLLECTION PROCEDURES BY COLLECTION AGENCY FOR PAST DUE ACCOUNTS AND TENANTS DAMAGE FOR LOW RENT PUBLIC HOUSING PROGRAMS, AR131001/003/005/006 AND JURHA 8 JONESBORO, ARKANSAS

8. DISCUSSION ITEMS:

1. APPROVAL FOR CONTINUUM OF CARE GRANT

Ms. Poe asked for the boards' approval of the 2006 Continuum of Care Grant application with the City of Jonesboro for the Homeownership 'Mortgage Ready' program in the amount of \$5,000.00. She explained that JURHA received the grant last year and have already begun utilizing the funds for preparing residents for homeownership. This grant would be used for the continuation of the program. The goal of this grant is to enable low-moderate income persons in Craighead County to become homeowners by providing them with tools to quality for a mortgage loan with a lender and to help them learn how to budget, repair any credit problems and maintain their debt once they have purchased a home. The fund from the previous year was used for the training of

changes.

Ms. Stafford made a motion to approve the amended administrative plan as presented. Ms. Crawford seconded the motion and it was approved by unanimous vote.

RESOLUITON NO. 1775

RESOLUTION APPROVING THE AMENDED CITY SECTION
8 HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE
PLAN FOR JONESBORO URBAN RENEWAL AND HOUSING
AUTHORITY, JONESBORO, ARKANSAS

- F. Ms. Agnew introduced the next resolution and Ms. Poe Presented the resolution for approval. Ms. Poe asked for the boards' approval of the 2007 Annual Agency Plan for the Housing Authority. Ms. Poe told the board that each year the housing authority must update the annual plan with the goals measurement, SEMAP and PHAS scores and submit reports for the Capital Fund Programs for open grants. Ms. Poe gave each board member a copy for their review. She explained the CFP budgets and the progress report of CFP programs in progress. Ms. Poe told the board that the monies from the capital fund program are for the upkeep and maintenance of the public housing units. Ms. Poe explained that she had heard that there is a possibility that the CFP programs will be eliminated and that each year JURHA is making major improvements to the developments as well as purchasing major office equipment items.

After review of the plan, Dr. Beadles made a motion to approve the agency plan for the year 2007 as well as the CFP progress reports and budgets. Ms. Stafford seconded the motion and it was approved by unanimous vote.

RESOLUTION NO. 1776

RESOLUTION APPROVING JONESBORO URBAN
RENEWAL AND HOUSING AUTHORITY ANNUAL
AGENCY PLAN

8. DISCUSSION ITEMS:

1. APPROVAL OF APPLICATION FOR HOUSING COUSELING AGENCY

Ms. Poe asked for the boards' approval of application submission to HUD to allow JURHA to become a Homeownership Housing Counseling Agency. Ms. Poe stated that Ms. Sheila Reddig and she were certificated as trainers and that this application was the next step in the process of becoming an approved agency. Ms. Poe stated that once the agency has received approval, then JURHA can apply for a grant to administer the counseling service to clients. Ms. Poe stated that the service will provide Homebuyer education, pre-purchase counseling, Mortgage Delinquency, Loss Mitigation, post purchase counseling, renter assistance/Section 8 and public housing, money/debt management and Fair Housing assistance. Ms. Poe asked for the board's approval to transfer \$5,000.00 from the affordable housing account to start the program until funds could be secured through HUD for administration of the program. Ms. Poe stated that currently JURHA has 59 clients enrolled in the 'mortgage ready' program of homebuyer counseling.

Mr. Zolper granted approval of the application submission as well as the transfer of the \$5,000.00 from the affordable housing program as requested. Dr. Beadles seconded the motion and it was approved by unanimous vote.

personnel and purchasing additional computers for the client to be able to utilize in loan application preparation.

Ms. Stafford, Dr. Beadles, Deborah Agnew, Dennis Zolper and Cherice Crawford granted approval to apply for the Continuum of Care Grant with the City of Jonesboro.

3. PROGRESS REPORT: NONE

4. ADJOURNEMENT:

The telephone poll of board members was completed on ^{Oct.} March
30, 2006 before 2:00 p.m.
23

CHAIRPERSON

ATTEST:

SECRETARY

polled for the authorization to sell at the bid prices received.

Dr. Beadles made a motion to allow the sale of the equipment for maintenance and the office. Mr. Zolper seconded the motion and it was approved by unanimous vote.

6. APPROVAL TO PURCHASE MOWER DECK

Ms. Poe asked for the boards' approval to purchase a mowing deck for the mower purchased from JEC in June. Ms. Poe stated that the only bid received thus far was from Jonesboro Tractor for \$2459.00. She stated that two other bids are pending before a decision would be made. She asked for their approval to purchase the mower deck at no more than \$2459.00 and allowing the proceeds from the sale of the equipment to be used for the purchase.

Dr. Beadles made a motion to allow the purchase of Mower deck up to \$2459.00 with the proceeds from sale of the used equipment to be applied to the purchase price of the mower. Mr. Zolper seconded the motion and it was approved by unanimous vote.

7. APPROVAL TO ADMINISTER NEACC FUNDS FOR SUBSISTENCE PAYMENTS

Ms. Poe asked for the boards' approval to administer funds from the North Arkansas Continuum of Care for subsistence payments. Ms Poe stated that \$3,024.00 from the CDBG funds administered by the City of Jonesboro has been set aside to assist families to prevent homelessness on a one time basis. The funds can be used to pay one-time or short-term (no more than 3 months) emergency grant payments on behalf of an individual or family to prevent the loss of utilities or payment of rent/mortgage to prevent eviction (no security deposits). Ms. Poe stated that The use of the funds is limited to within the city limits of Jonesboro. Ms. Poe stated that the guidelines require that an individual or family must provide a shut-off or pending shut-off of utilities and complete an application provided by the City of Jonesboro for approval. A one-time payment will be made directly to the vendor on behalf of the approved individual/family. The funds will be distributed on a first-come/first serve basis until funds are depleted.

Mr. Zolper made a motion to approve the administering of the funds from the NEACC grant as presented. Cherice Crawford seconded the motion and it was approved by a unanimous vote.

9. EXECUTIVE DIRECTORS PROGRESS REPORT:

Ms. Agnew asked if there were any questions regarding the progress report. There were no questions.

10. ADJOURNMENT:

There being no further business, upon the motion of Dr. Ken Beadles and duly seconded by Mr. Dennis Zolper the meeting was adjourned at 4:20 p.m.

CHAIRPERSON

ATTEST:

SPECIAL MEETING
October 23, 2006

A Special Meeting (telephone poll) of the Jonesboro Urban Renewal and Housing Authority Board of Directors was conducted by telephone poll on October 23, 2006. Those contacted by phone were as follows:

1. MEMBERS POLLED: Deborah Agnew, Elizabeth Stafford, Dr. Ken Beadles, Cherice Crawford and Dennis Zolper

RESPONDED: Elizabeth Stafford, Dennis Zolper and Dr. Ken Beadles

RECORDING VOTES: Janice Grissum

2. MINUTES OF PREVIOUS MEETING: NONE
3. COMMUNICATIONS AND BILLS: NONE
4. REPORT OF SECRETARY-TREASURER: NONE
5. REPORT OF COMMITTEES: NONE
6. UNFINISHED BUSINESS: NONE
7. NEW BUSINESS:

A. Ms. Poe asked for the boards' approval to write off Public Housing Collection losses as of September 30, 2006 in the amount of \$1309.00. Ms. Poe told the board that collection losses are written off twice a year in March and September. Ms. Poe explained that the collection losses will be turned over to the Credit Bureau for further collection efforts; the staff has exhausted all means of collection the bad debts. Ms. Poe stated that the amount was lower in September than March and she credited that to the Public Housing Staff for their collection efforts.

Deborah Agnew, Elizabeth Stafford, Dennis Zolper, Dr. Ken Beadles and Cherice Crawford granted approval of the collection write offs as of September 30, 2006.

RESOLUTION NO. 1770

RESOLUTION AUTHORIZING COLLECTION PROCEDURES BY COLLECTION AGENCY FOR PAST DUE ACCOUNTS AND TENANTS DAMAGE FOR LOW RENT PUBLIC HOUSING PROGRAMS, AR131001/003/005/006 AND JURHA 8 JONESBORO, ARKANSAS

8. DISCUSSION ITEMS:

1. APPROVAL FOR CONTINUUM OF CARE GRANT

Ms. Poe asked for the boards' approval of the 2006 Continuum of Care Grant application with the City of Jonesboro for the Homeownership 'Mortgage Ready' program in the amount of \$5,000.00. She explained that JURHA received the grant last year and have already begun utilizing the funds for preparing residents for homeownership. This grant would be used for the continuation of the program. The goal of this grant is to enable low-moderate income persons in Craighead County to become homeowners by providing them with tools to qualify for a mortgage loan with a lender and to help them learn how to budget, repair any credit problems and maintain their debt once they have purchased a home. The fund from the previous year was used for the training of

changes.

Ms. Stafford made a motion to approve the amended administrative plan as presented. Ms. Crawford seconded the motion and it was approved by unanimous vote.

RESOLUITON NO. 1775

RESOLUTION APPROVING THE AMENDED CITY SECTION
8 HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE
PLAN FOR JONESBORO URBAN RENEWAL AND HOUSING
AUTHORITY, JONESBORO, ARKANSAS

- F. Ms. Agnew introduced the next resolution and Ms. Poe Presented the resolution for approval. Ms. Poe asked for the boards' approval of the 2007 Annual Agency Plan for the Housing Authority. Ms. Poe told the board that each year the housing authority must update the annual plan with the goals measurement, SEMAP and PHAS scores and submit reports for the Capital Fund Programs for open grants. Ms. Poe gave each board member a copy for their review. She explained the CFP budgets and the progress report of CFP programs in progress. Ms. Poe told the board that the monies from the capital fund program are for the upkeep and maintenance of the public housing units. Ms. Poe explained that she had heard that there is a possibility that the CFP programs will be eliminated and that each year JURHA is making major improvements to the developments as well as purchasing major office equipment items.

After review of the plan, Dr. Beadles made a motion to approve the agency plan for the year 2007 as well as the CFP progress reports and budgets. Ms. Stafford seconded the motion and it was approved by unanimous vote.

RESOLUTION NO. 1776

RESOLUTION APPROVING JONESBORO URBAN
RENEWAL AND HOUSING AUTHORITY ANNUAL
AGENCY PLAN

8. DISCUSSION ITEMS:

1. APPROVAL OF APPLICATION FOR HOUSING COUSELING AGENCY

Ms. Poe asked for the boards' approval of application submission to HUD to allow JURHA to become a Homeownership Housing Counseling Agency. **Ms. Poe stated that Ms. Sheila Reddig and she were certificated as trainers and that this application was the next step in the process of becoming an approved agency.** Ms. Poe stated that once the agency has received approval, then JURHA can apply for a grant to administer the counseling service to clients. Ms. Poe stated that the service will provide Homebuyer education, pre-purchase counseling, Mortgage Delinquency, Loss Mitigation, post purchase counseling, renter assistance/Section 8 and public housing, money/debt management and Fair Housing assistance. Ms. Poe asked for the board's approval to transfer \$5,000.00 from the affordable housing account to start the program until funds could be secured through HUD for administration of the program. Ms. Poe stated that currently JURHA has 59 clients enrolled in the 'mortgage ready' program of homebuyer counseling.

Mr. Zolper granted approval of the application submission as well as the transfer of the \$5,000.00 from the affordable housing program as requested. Dr. Beadles seconded the motion and it was approved by unanimous vote.

personnel and purchasing additional computers for the client to be able to utilize in loan application preparation.

Ms. Stafford, Dr. Beadles, Deborah Agnew, Dennis Zolper and Cherice Crawford granted approval to apply for the Continuum of Care Grant with the City of Jonesboro.

3. PROGRESS REPORT: NONE

4. ADJOURNEMENT:

The telephone poll of board members was completed on ^{Oct.} ~~March~~ 30, 2006 before 2:00 p.m.
23

CHAIRPERSON

ATTEST:

SECRETARY