

**MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
February 26th, 2009**

On the 26th day of February, 2009 at 3:30 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session. The meeting was called to order at 3:35 PM., and upon roll call the following members of the Board were present:

- Item 2. Call the meeting to order. Roll Call. Present: Robert Horick, Laura Bryant, Richard Glasco. Absent: Rosemary Mesa and Emily Northrop. Others in attendance: Naomi Walker (Secretary)
There being a quorum present the following business was transacted:

Executive Session (Open Session began at 3:49 PM):

- Item 1. a. **Section 551.074 – Personnel Matters:** Closed session for deliberation and possible action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director.

Regular Session (Open Session began at 4:00 pm):

- Item 2. Call the meeting to order. Roll Call.
Item 3. Board Recognition: Recognized Rosemary Mesa for her service to the Housing Authority. Ms Mesa was not present at this meeting.
- Item 4. Public Comment - None
- Item 5. Resident Council Reports - Paula Mosse mentioned her concern about the swings for the children and the basketball hoops on the property that might present a danger. ED Walker responded that a replacement backboard for the basketball court has been ordered and the playgrounds are being looked into for updating. Ms. Mosse also mentioned that they have new officers on the Resident Council.
- Item 6. Action from Closed Session, if any. – ED Walker presented the ED evaluation summary provided to her by Commissioner Northrop. Commissioner Bryant provided documentation that supported her statement that the summary should be attached to the current evaluations, rather than in lieu of the individual commissioner evaluations. After extensive discussion on whether the personnel records were considered public information, Commissioner Glasco stated that he would prefer this item be considered at a later date after further review and requested that a special meeting be called before the next regular to discuss this item. Commissioner Glasco then made a motion to form a subcommittee to contact an attorney or attorneys that specializes in employment law to discuss this issue. Commissioner Horick seconded the motion and it passed unanimously. Commissioners Glasco and Bryant were appointed to the committee.

ED Walker proceeded to introduce to the Board the new Resident Council President, Jessica Ayala. Ms. Ayala voiced her excitement about being a part of the Resident Council. She has attended several City meetings regarding the need for a bus and she said that her greatest concern at this time are speed limit signs being installed at Stonehaven and setting up a neighborhood watch for Stonehaven. The Board congratulated her and praised her work.

Consent Agenda: The Statutory Consent Agenda includes non-controversial and routine items that the Board may act on with one single vote. A Board member may pull any item from the Consent Agenda in order that the Board discuss and act upon it individually as part of the Regular Agenda.

Naomi Walker elaborated on item 12 and pointed out the changes to the Board Attendance log. Commissioner Bryant was satisfied with the changes.

Naomi Walker presented information on item 13 – Dental Insurance provider. There were no questions asked.

- Item 7. Discussion, Consideration and Possible Action to approve the minutes of the previous meeting
- Item 8. Discussion, Consideration and Possible Action to accept the Departmental Reports
 - a. Stonehaven Monthly Report: Prior Month Delinquent Rents and Security Deposits, Reexaminations Past Due, Vacancies by Bedroom Size, Waiting list by Bedroom Size, Move-Ins, Move-Outs, Work Orders
 - b. Shady Oaks Monthly Report: Prior Month Delinquent Rents and Security Deposits, Reexaminations Past Due, Vacancies by Bedroom Size, Waiting list by Bedroom Size, Move-Ins, Move-Outs, Work Orders
 - c. Resident Services Monthly Report: Prior Month Count of Activities in Direct Services, Agency Services, Activities, Administrative Contacts, Family Self-Sufficiency, Community Service
 - d. Section 8 Monthly Report: Prior Month Reexaminations Past Due, Delinquent Inspections, Vouchers, Waiting List, New Admissions, Port-Ins, Port-Outs, Hard to House, Termination of Assistance
 - e. Maintenance Department Monthly Report (Stonehaven and Shady Oaks): Prior Month Vacant Units by Address, Work Orders
 - f. Director of Housing Operations Monthly Report: Prior Month Update on Stonehaven, Shady Oaks, Section 8 Activities, and Other Housing Authority Activities to Date, Projects for the Future
- Item 9. Discussion, Consideration and Possible Action to accept the Executive Director's Report: Prior Month Update on Stonehaven, Shady Oaks, Section 8, Sierra Ridge, Resident Services, Legal Activities, and Other Housing Authority Activities
- Item 10. Discussion, Consideration and Possible Action to Accept January financial reports
- Item 11. Discussion, Consideration and Possible Action to Approve the Accounting Policies and Procedures
- Item 12. Discussion, Consideration and Possible Action regarding revising the Board Attendance Report
- Item 13. Discussion, Consideration and Possible Action regarding approving a new dental insurance provider

Commissioner Glasco moved to accept the consent agenda, Commissioner Horick seconded the motion and it passed unanimously.

Regular Agenda: The Board will individually consider and possibly take action on any or all of the following items:

- Item 14. Discussion, Consideration and Possible Action regarding amending the Board By-Laws, amending the PHA Agency Plan and new Board appointments for 2009. ED Walker explained that the some of the changes to the By-Laws were to more clearly reflect the state and federal authority over our agency and to attempt to clarify our

status in relation to the City of Georgetown. Other changes were in response to the Mayor's suggestion that Resident Commissioners are elected by the residents and not appointed by the Mayor (added section that comes from federal legislation on procedures to elect said resident commissioner – section 2, articles 2, 2.05). Lastly, changes were made to the number of Board members required. The ED proceeded to explain to the Board all the changes made and discussed in detail these changes. After extensive discussion, a motion was made by Commissioner Bryant to approve these changes, Commissioner Glasco seconded the motion and it was unanimously approved.

- Item 15. Discussion, Consideration and Possible Action regarding the Quail Valley Neighborhood Revitalization Project – ED Walker gave the Board an overview of this project. After an extensive discussion, Commissioner Glasco moved to approve the ED's participation in this project as a partner to bring to fruition. Commissioner Horick seconded the motion and it passed unanimously.

- Item 16. Discussion, Consideration and Possible Action regarding the gas line modernization project and the board decision to include the water line replacement in this project – ED explained that the Board approval in last month's Board meeting will not be able to include the water line replacement in the gas line modernization project. Different types of trenches are needed for each project and Atmos Energy will not allow new water lines to be placed in the same trenches as the new gas lines. ED asked to have this project scheduled after the gas lines project is completed. Board asked the ED to bring to them a cost estimate on replacing water lines.

- Item 17. Adjournment- There being no other business for this meeting, Commissioner Bryant moved for adjournment. The motion was duly seconded by Commissioner Glasco and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 6:23 p.m.

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