

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN  
December 17<sup>th</sup>, 2009**

On the 17<sup>th</sup> of December, 2009 at 3:30 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

Item 1. Call the meeting to order. Commissioner Dorsey called the meeting to order at 3:37 pm.  
Present: Commissioner Savage, Commissioner Gross, Commissioner Bryant, Commissioner Dorsey, Commissioner Halligan, Interim ED Brennan  
Absent: Commissioner Eady, Commissioner Williams

Item 2. Public Comment The public comment from resident was on the proposed smoking ban for Stonehaven residents. The present residents voiced their opinion on this subject.

Commissioner Bryant requested to bring Item 10 forward in the agenda:

Item 10. Discussion, Consideration and Possible Action regarding smoking survey and policy to go smoke-free in public housing units -- Nikki Brennan, Executive Director

Motion: Commissioner Bryant made a motion to “go ahead and pass the smoking policy and allow the current residents who smoke to continue smoking”. There was no second to that motion. The motion fails for lack of second.

Item 3. Resident Council Reports – Paula Mose, President of the Resident Council highlighted the resident council activities for the month.

Commissioner Bryant requested to move item “c” from the consent agenda for discussion:

- c. Resident Services Monthly Report: Prior Month Count of Activities in Direct Services, Agency Services, Activities, Administrative Contacts, Family Self-Sufficiency, Community Service

Motion: After discussion Commissioner Savage moved to approve this item. Commissioner Dorsey seconded this motion and it passed unanimously.

**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.

Item 4. Discussion, Consideration and Possible Action to approve the minutes of the previous meeting(s)

- Item 5. 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
  - 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
  - g. Board Attendance Report

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- Item 6. 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

Motion: Commissioner ----moved to accept the remaining of the consent agenda, Commissioner ----seconded this 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 7. Discussion, Consideration and Possible Action to write off 2009 Low Rent and Shady Oaks, L.P. Bad Debt.—Nikki Brennan, Executive Director

Motion: Commissioner Savage moved to pass this motion, Commissioner Gross seconded this motion and the motion passed unanimously.

- Item 8. Discussion, Consideration and Possible Action to Approve Section 8 Policy to add a preference under our waiting list application process. .—Nikki Brennan, Executive Director

Motion: After discussion on this item Commissioner Savage made a motion to add a preference to households who were displaced by hurricanes Katrina and Rita with a limitation of eleven vouchers with a maximum of one year. Commissioner Dorsey seconded this motion and this motion passed unanimously.

Motion: Commissioner Bryant moved to accept proposed changes on item 8 proposed change #2 sections 6.21 and proposed change #3 section 13.22. Commissioner Savage seconded this motion and it passed unanimously.

- Item 9. Discussion, Consideration and Possible Action to Award Staff End of the Year Bonuses.—Nikki Brennan, Executive Director

This item will be discussed under closed session.

Commissioner Bryant requested to have this item moved up for discussion.

- Item 12. Discussion, Consideration and Possible Action regarding grounds maintenance at GHA. – Laura Bryant, Commissioner

Motion: Commissioner Gross made a motion to direct Nikki Brennan to investigate weed control and write a report to the Board in three months. Commissioner Savage seconded this motion. Commissioner Bryant made a friendly amendment to get this report in 2 month, Commissioner Gross did not accept this amendment. The motion passes three votes for and one vote against from Commissioner Bryant.

- Item 11. Discussion, Consideration and Possible Action regarding the revised settlement agreement with the County. – Marvin Dorsey, Chairman -- Commissioner Dorsey gave the Board a report on the status of the re payment on the CDBG loan to the County.

Motion: Commissioner Savage moved that the Board empowers the Chair to address a letter to the WC judge reference our willingness but our inability to guarantee this note. Commissioner Gross seconded this motion and the motion passes unanimously.

Board recessed into Executive session at 4:55 pm.

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- Item 13. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the Board of Commissioners may meet in executive session at any time during the meeting, subject to the right of an employee to request a public hearing with regard to personnel matters, to discuss any of the following, all of which may be subject to action in open session.
- a. Section 551.072 Deliberation regarding real property. The Board will conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property. – Marvin Dorsey, Chairman

Board returned from Executive Session at 4:40 pm.

The following motions were made:

Motion on Item 9: Commissioner Dorsey made a motion to set staf bonuses as discussed. Commissioenr Bryant seconded thi motion and it passed unanimously.

Motion on item 13: Commissioner Dorsey made a motion to take no action. Commissioenr Bryant seconded this motion and it passed unanimously.

- Item 14. Adjournment

Motion Commissioner Dorsey moved for adjournment. The motion was duly seconded by Commissioner Bryant and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 5:45 pm.