

**MINUTES OF THE ANNUAL MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE
CITY OF GEORGETOWN**

On the 23rd day of April 2015 at 3:01 p.m., the Housing Authority of the City of Georgetown, Texas met in regular session.

- Item 1. The Chairman called the meeting to order and ED Brennan, Board Secretary, took roll call. The following Commissioners were present: Commissioner Cruz, Commissioner Todd, Commissioner Schwab, Commissioner Poisson, Commissioner Raper and Commissioner Gavurnik. Absent: Commissioner Pope. Other guests present were: Jennifer Bills, City of Georgetown, Frank Stover with Atchley and Associates, Inc., and Attorney Tom O'Leary with Hudson & O'Leary, Attorneys at Law.
- Item 2. Pledge of Allegiance – The Board and attendees recited the Pledge of Allegiance.
- Item 3. Public Comment – Stonehaven resident, Marion Goforth, had a concern in reference to the paperwork that the resident is required to turn in to management for recertification every year. She feels that it is not appropriate for management to get a printout with the medication information that residents are taking. ED Brennan stated that the information that management requests is used for rent calculation purposes and only if the resident decides that they would like the deduction in medical expenses. In addition, the list with the medication names can be redacted as long as they can see the dollar amount purchased.

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 March 26th meeting, Nikki Brennan, Executive Director
- Item 5 Discussion, Consideration and Possible Action to accept the Departmental Reports, Nikki Brennan, Executive Director
- 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 Reports: 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. Board Attendance Report
 - g. Director of Housing Operations Report
 - h. Executive Director's Monthly Report
 - i. Financial reports for Shady Oaks LP, Housing Development Corp., Low Rent and Section 8 Investment Report- Summary of cash accts and investments.

Motion: *Commissioner Todd made a motion to accept the consent agenda, items 4 and 5 as stated, and Commissioner Poisson seconded this motion, and this motion passed unanimously, 6/0.*

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

Item 6. Discussion, Consideration and Possible Action regarding the Boys and Girls Club Building at 210 West 18th Street, Stonehaven Unit - Nikki Brennan, Executive Director

ED Brennan stated that The Boys and Girls Club will be moving out of their current facilities to Carver Elementary the beginning of September 2015. GHA did not charge them rent and paid for all repairs plus utilities. Therefore, ED Brennan sees this as a perfect opportunity for GHA to expand its services to its residents. She hopes that this can become a Georgetown Housing Authority Community Center. This space can be made available to partnering agencies that provide services to our residents. (i.e. GED Classes, Financial Literacy classes/Debt Management Workshops, etc.)

Motion:

Item 7. Discussion, Consideration and Possible Action to Recommend a Georgetown Housing Authority Representative for the City of Georgetown Housing Advisory Board - Nikki Brennan, Executive Director

This item for discussion is to choose a representative of the Georgetown Housing Authority to serve as a Board member in the Housing Advisory Board for the City of Georgetown. Current representative, John Gavurnik, voluntarily stepped aside to allow a new GHA representative to serve. Commissioner Todd recommended Board Secretary, Nikki Brennan to represent the Housing Authority. Ms. Brennan accepted and after a brief discussion the following motion was made:

Motion: *Commissioner Gavurnik made the motion to have ED Brennan represent GHA at the Housing Authority Advisory Board, Commissioner Poisson seconded this motion and this motion passed unanimously, 6/0.*

Item 8. Adjournment.

Motion: *Commissioner Gavurnik made a motion to adjourn, Commissioner Todd seconded the Motion, and the motion passed unanimously, 6/0. The Chairman thereby declared the meeting adjourned at 3:31 p.m.*