

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

On the 26th day of April 2016 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 Raper, Commissioner Schwab, Commissioner Cruz, Commissioner Todd, Commissioner Poisson, Commissioner Gavurnik, and Commissioner Pope. Others present were: Tom O’Leary-Attorney (arrived at 3:09), Frank Stover-CPA Firm, and Jennifer Bills with the City of Georgetown Planning.

Item 2. Pledge of Allegiance – The Board and attendees recited the Pledge of Allegiance.

Item 3. Public Comment – Marian Goforth Stonehaven Resident – She wanted to bring to the attention of the Board and Management that she would like to see the proposed dump fee of \$40.00 reset to \$35.00.

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.

4. Discussion, Consideration and Possible Action to approve the minutes of the March 31st meeting, Nikki Brennan, Executive Director
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. Staff Training
 - j. Resident Council Report

Commissioner Todd commented that he felt that Ross Coordinator, Norma Perales, and Resident Council President, Nikita Goodwin, are both doing an excellent job at the Community Resource Center.

Commissioner Pope asked about the nutrition classes conducted at the Community Resource Center.

Motion: Commissioner Gavurnik motioned to accept the consent agenda, items 4 and 5 as stated and Commissioner Todd seconded this motion and his motion passed unanimously, 7/0.

Commissioner Raper asked to have a letter drafted for the Ross Coordinator and Resident Council.

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Motion: Commissioner Todd made a motion to send a letter of acknowledgement to Norma Perales, Ross Coordinator, and Nikita Goodwin, Resident Council, for the fine work that they are doing. Commissioner Pope seconded this motion and this motion passed unanimously, 7/0.

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

The Board proceeded with Item 7 next.

7. Report from Housing Advisory Board- Jennifer Bills, Housing Coordinator – Jennifer Bills
6. Discussion, Consideration and Possible Action to approve Collection Loss write off for Low Rent, Shady Oaks LP Bad Debt for 2015/2016 - Nikki Brennan, Executive Director
Resolution 620

Motion: Commissioner Pope made a motion to Collection Loss write off for Low Rent, Shady Oaks LP Bad Debt for 2015/2016, Commissioner Gavurnik seconded this motion and this motion passed unanimously, 7/0.

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the items listed below will be discussed in closed session subject to the right of the employee to request a public hearing and are subject to action in the open session that follows.

8. **Section 551.072– Deliberations about Real Property:** Closed session for deliberation regarding the exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person – John Gavurnik, Vice Chairman

Board came out of Executive Session at 4:06 pm.

Open Session: The Board will individually consider, discuss, and possibly take action on items discussed in Closed/Executive Session.

Motion: Commissioner Todd made a motion that the GHA Board authorizes Commissioner Gavurnik to go to an appraiser to get an appraisal on a piece of property up to a maximum of \$2,000.00. Commissioner Pope seconded this motion and this motion passed unanimously, 7/0.

9. Adjournment

Motion: Commissioner Gavurnik made a motion to adjourn, Commissioner Schwab seconded the motion, and the motion passed unanimously, 6/0. The Chairman thereby declared the meeting adjourned at 4:15 p.m.