

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
June 23, 2011**

On the 23rd of June 2011, at 3:05 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

- Item 1. Call the meeting to order. Roll Call. – ED Brennan took roll call and the following members were present: Commissioner Raper, Commissioner Gavurnik, Commissioner Goodwin, Commissioner Halligan, Commissioner Todd, and Commissioner Mosse. Absent: Commissioner Lacy,
- Item 2. Public Comment – There was no public comment
- Item 3. Resident Council Reports – Nikita Goodwin presented the Resident Council reports to the Board and talked about the Pancake fundraiser.

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, 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

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

Motion: Commissioner Gavurnik made the motion to approve the consent agenda, Commissioner Mosse seconded this motion and the motion passed unanimously. Approved 6/0.

- Item 6. Discussion, Consideration and Possible Action to Approve Annual and 5 Year plan. –Nikki Brennan, Executive Director -- ED Brennan stated that the annual plan had been out for comments and review for the residents and surveys were distributed in which we requested input from the residents as to the money to be used from Capital Funds. As a result from the input she recommended that ceiling fans be installed in the living room and bedrooms. This will help to save energy and cost for the residents. EDBrennan wanted to proceed by requesting bids for installation of the fans with these funds.

Motion: Commissioner Gavurnik made the motion to approve Item 6, Commissioner Mosse seconded this motion and the motion passed unanimously. Approved 6/0.

- Item 7. Discussion, Consideration and Possible Action to approve revisions to the Georgetown Housing Authority Board Policy and Procedures –Nikki Brennan, Executive Director – ED Brennan requested after reviewing the changes with the Board that the Board approve all the changes presented to them.

Motion: Commissioner Todd made the motion to approve Item 6, Commissioner Gavurnik seconded this motion and the motion passed unanimously. Approved 6/0.

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Item 8. Discussion, Consideration and Possible Action regarding revising the Board By-Laws to correspond to the Board Policy and Procedures- Nikki Brennan, Executive Director -- ED Brennan requested after reviewing the changes with the Board that the Board approve all the changes presented to them.
Motion: Commissioner Todd made the motion to approve Item 6, Commissioner Mosse seconded this motion and the motion passed unanimously. Approved 6/0.

Item 9. Discussion, Consideration and Possible Action to approve revisions to the Section 8 Administrative Plan-- Nikki Brennan, Executive Director -- ED Brennan requested after reviewing the changes with the Board that the Board approve all the changed presented to them.
Motion: Commissioner Mosse made the motion to approve Item 6, Commissioner Gavurnik seconded this motion and the motion passed unanimously. Approved 6/0.

Meeting moved into Executive Session at 4:00 p.m.

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.

Item 10. **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—Nikki Brennan, Executive Director

Board came out of Executive Session at 4:22 pm.

Motion: No motion was made

Item 11. Adjournment

Motion: Commissioner Mosse moved for adjournment. The motion was duly seconded by Commissioner Gavurnik. The motion passes unanimously. Approved 6-0

The Chairman thereby declared the meeting adjourned at 4:23 pm.