

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN  
December 16, 2011**

On the 16th day of December, 2011, at 1:30 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, and Commissioner Mosse and Commissioner Todd. Absent: Commissioner Halligan
- Item 2: Public Comment – There was no public comment.
- Item 3: Resident Council Reports – President of the Resident Council, Nikkita Goodwin, stated that they have been working on the Yard of the Month Christmas Light Contest and resident classes for next year.

**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

**Motion:** *Commissioner Gavurnik made the motion to approve the consent agenda Items 4 and 5 Commissioner Mosse seconded this motion and the motion passed unanimously. Approved 5/0.*

6. Discussion, Consideration and Possible Action to approve Resolution of Appreciation for Commissioner Johnny Lacy, Nikki Brennan, Executive Director.

**Motion:** *Commissioner Gavurnik made the motion to approve a Resolution of Appreciation for Commissioner Lacy, Commissioner Mosse seconded this motion and this motion passed unanimously. Approved 5/0.*

7. Discussion, Consideration and Possible Action to Approve Health Insurance provider. – Nikki Brennan, Executive Director.  
There was no motion needed.

8. Discussion, Consideration and Possible Action to write off Section 8, Low Rent and Shady Oaks, L.P. Bad Debt. - Nikki Brennan, Executive Director

**Motion:** *Commissioner Todd made a motion to write off Section 8, Low Rent and Shady Oaks, L.P. Bad Debt, Commissioner Gavurnik seconded this motion and it passed unanimously, 5/0.*

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN  
December 16, 2011**

9. Discussion, Consideration and Possible Action Regarding Capital Fund Projects - Nikki Brennan, Executive Director

***Motion:** Commissioner Gavurnik made a motion to approve Lowes as the supplier for 27 refrigerators of Capital Funds, Commissioner Mosse seconded this motion and this motion passed unanimously, 5/0*

Item 10: Adjournment

***Motion:** Commissioner Mosse moved for adjournment. The motion was duly seconded by Commissioner Gavurnik, the motion passes unanimously. Approved 5-0*

*The Chairman thereby declared the meeting adjourned at 1:48 p.m.*