

**MINUTES FOR THE REGULAR BOARD MEETING  
OF THE HOUSING AUTHORITY OF THE CITY OF  
GEORGETOWN, TEXAS**

**April 29, 2021**

- Item 1. Call the meeting at 3:15 pm. Roll Call. The following commissioners were present: Commissioner Romero, Commissioner Todd, Commissioner Ramsey, Commissioner Karr, Commissioner Fuller. Absent, Commissioner Goodwin, Commissioner Raper arrived late.
- Item 2. Pledge of Allegiance - Board members present, and staff present proceeded to recite the pledge of allegiance.
- Item 3. Public Comment – There was no public comment.

**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 25, 2021 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. Resident Council Report
- j. Financial reports for Shady Oaks LP, Housing Development Corp., Low Rent and Section 8

*Motion: Commissioner Karr made the motion to accept the Consent Agenda, Items 4, 5 (a-h) Commissioner Fuller seconded this motion and this motion passed unanimously, 5/0.*

*Commissioner Raper arrived late.*

**Regular Agenda:** The Board will individually consider and possibly act on any or all the following items:

- Item 6. Discussion, Consideration and Possible Action to review the Shady Oaks LP Independent Auditor's Report for Calendar Year December 31, 2020- Tiffany French, Partner for Novogradac & Company LLP

Tiffany French, Partner, Novogradac & Company LLP discussed the Calendar Year 2020 Shady Oaks audit in detail and explained the surplus cash distribution. After this discussion, no motion was needed, this item was informational only. There were no findings in the 2020 Audit. The Audit was considered a clean Audit.

- Item 7. Discussion, Consideration and Possible Action regarding the adoption of GHA COVID-19 - Employee Exposure & Return to Work Decision Tree.

ED was tested positive for Covid, and she wanted something consistent to implement for staff when and how to return to work after being diagnosed positive for Covid 19. ED Brennan reviewed and discussed the chart with the Board.

*Motion: Commissioner Karr made the motion to accept the GHA COVID-19 return to work document, and Commissioner Raper seconded this motion and this motion passed unanimously, 6/0.*

Item 8. Commissioner Site tour of the Emergency Grant Sewer Line/Asbestos Abatement Project– Nikki Brennan, Executive Director

ED Brennan and the present Board members proceeded to tour the Stonehave Asbestos Abatement Project.

No motion needed.

Item 9. Adjournment

*Motion: Commissioner Todd made the motion to adjourn, Commissioner Romero seconded this motion, and this motion passes unanimously, 6/0.*

The meeting was adjourned at 4:03 pm.