

PUBLIC NOTICE OF OUR REGULAR MEETING
TAKE NOTICE THAT A MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF
GEORGETOWN, TEXAS
July 28, 2022

- Item 1. Roll Call. The meeting started at 3:08 pm. The following commissioners were present: Commissioner Larry Raper, Commissioner Denora Perry, Commissioner Nikita Goodwin, Commissioner Tim Todd, Commissioner Tom Karr and Commissioner Alex Fuller. Commissioner Lawrence Romero was Absent. We had one visitor: Shannon Andre with Brown and Graham Auditor
- Item 2. Pledge of Allegiance – Those present recited the Pledge of Allegiance.
- Item 3. Public Comment – **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 April, May and June meetings, 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. Financial reports for Shady Oaks LP, Housing Development Corp., Low
Rent and Section 8

Motion: Commissioner Karr made a motion to approve the consent agenda, Commissioner Todd seconded this motion and this motion passed unanimously, 6/0.

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

Item 6. Executive Director's Report

ED Brennan gave her monthly report to the Board for informational purposes only. The following was reported:

Stonehaven:

ROSS Grant 2018 Closeout. The new 2021 ROSS Grant was effective June 1, 2022 and will close May 31, 2025. (Three Year Grant) Total \$245,850. The Grant pays for Salary and Benefits, Administrative costs, and training for the ROSS Coordinator the next three years. ED had to increase her salary at end of the previous cycle so that we could get more points on the 2021 ROSS Grant application, The new Grant for 2022-2025 reset to the original salary and the ROSS coordinator's salary was set back about \$8.00 per hour to meet what the grant pays for her salary. ED Brennan mentioned that the ROSS coordinator was not happy and advised her that she will be looking for a job, and that she would train the next person once she finds another job and gives her two-week notice. ED Brennan said she will be looking for the replacement.

Update on Public Facility Corporations

Spoke with Amanda Ryzowy, L&M Fund Management regarding Linea Stillwater & Rivers Edge PFC partnership. She said since L+M met with the Georgetown HA board in April and May, Linea Stillwater and Rivers Edge were priced in the beginning of the year at \$420k/unit. After financial markets changed L+M thinks the assets are now worth - \$330k-\$350k/unit. As a result, rather than overpay, L+M thought it was best for itself and the PFC partnership to refrain from transacting with the seller. In the meantime, L+M is looking within Georgetown's multifamily properties to see if there are well located, appropriately priced assets to acquire in partnership with the Georgetown HA. Chapel Hill is still in the works, waiting on

the owner to provide information to L+M. Construction is going well. Waiting until it's done to sell it. ED signed a legal agreement with Cynthia Bast, in case the prices go down and the deal goes through for the scope of work to assist with advice regarding legal structuring, negotiation of a memorandum of understanding, operating agreement, lease agreement, and regulatory agreement and closing financing with any lenders, including the issuance of legal opinions if required, and other matters customary to such a transaction. Their work will not include representation of L+M. L+M acknowledges and agrees that they shall be responsible for payment to Locke Lord on behalf of the GHA in all instances and such obligation shall not create an attorney-client relationship between Locke Lord and L + M for this matter.

Update on Emergency Grant

JC Lewis Construction has hired two new supervisors, and ED mentioned to JC the supervisors need to be approved as soon as they come on property.

GHA has received no units back from construction in the month of July, although six were scheduled for July 28, 2022, but they were moved to August 5. They have done covering of trenches without GHA inspecting them. She told them not to do that again. Some trenches were filled from 1 to 3 inches of water again, she told them to fix them. September 22, 2022. ED feels that JC Lewis will not meet the September 22, 2022, deadline, they will be charged \$250 per day for each day of the delay.

Personal

ED Brenan suffered a fall back in January 2022 and she will require surgery to fix the 6 cm massive tear, retracted ligament, and muscle atrophy. She scheduled the allograft surgery for August 5, 2022. She will need to be off work for one week then work from home the next three weeks, and will be in a sling for 8 weeks, at 7-12 weeks she will start physical therapy. The recovery time is 4-6 months. During the first few weeks of her absence, she has trained Shannon Kelly, Director of Housing Operations, to make sure things are on schedule. The Stonehaven property manager will handle other duties as well.

Shady Oaks

Completed Second Quarterly Compliance Reporting Status for PNC investors. This includes Operating Statements and Occupancy/Compliance Reports/Marketing studies and Unit Status Reporting.

Quarterly Reporting to TDHCA on unit status.

Section 8

Voucher Management System Reporting, Reconciliation of Restricted Net Assets

Item 7. Discussion, Consideration and Possible Action to review Georgetown Housing Authority Independent Auditor's Report for Fiscal Year September 30, 2021- Shannon Andre, Auditor for Brown, Graham & Company

ED Brennan contacted Shannon Andre, Auditor for Brown, Graham and Company to present the results of the Audit to the Board, Ms. Andre proceeded to review and discuss with the Board. This is informational only, no action needed.

Item 8. Adjournment

Motion: Commissioner Goodwin made a motion to adjourn, Commissioner Todd seconded this motion and this motion passed unanimously 5/0. The meeting was adjourned at: 3:54 pm.