

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

**January 20<sup>th</sup>, 2011**

On the 20<sup>th</sup> day of January 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 Halligan, Commissioner Lacy, Commissioner Goodwin and Commissioner Mosse.  
Absent: Commissioner Todd

Item 2. Public Comment - There was no public comment

Item 3. Resident Council Reports – Nikita Goodwin, Resident Council President stated that there had been issues with the election process and they would be sending a letter to the residents and they would have a chance to respond by January 28, 2011.

Commissioner Raper requested that the GHA Resident Council Board members be present at the next Board meeting.

**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

*Motion: Commissioner Mosse made the motion to accept the consent agenda, Commissioner Lacy seconded this motion and the motion passed unanimously.*

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

Item 7. Discussion, Consideration and Possible Action to review financial reports, Nikki Brennan, Executive Director - Commissioner Lacy discussed the financial reports with the Board and the fee accountant. The Board accepted the financial reports with the changes discussed.

*Motion: There was no motion.*

Commissioner Raper asked to move to Item 11 Executive Session. The Board went into executive session at 3:25 pm.

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**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 11.           **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

The Board came out of Executive Session at 4:20 pm.

Item 6.           Discussion, Consideration and Possible Action Regarding refinancing the Union State Bank Land Loan – Nikki Brennan, Executive Director

*Motion:           Item 6: Commissioner Gavurnik made a motion regarding refinancing Union State Bank, Nikki along with Mark and Johnny meet with Union State Bank and discuss where we are right now and get a six month extension interest only, Commissioner Mosse seconded this motion and this motion passed unanimously.*

Item 8.           Discussion, Consideration and Possible Action regarding the Payment in Lieu of Taxes (PILOT), Nikki Brennan, Executive Director.

*Motion:           There was no motion made.*

Item 9.           Discussion, Consideration and Possible Action to approve Dental insurance provider - Nikki Brennan, Executive Director – ED Brennan presented to the Board a comparison spreadsheet outlining the Dental Insurance Coverage quotes from three different sources. They compared the rates and coverage that renews on April 2011. After discussion, the Board indicated that GHA should retain Guardian Insurance to provide dental insurance benefits to GHA employees.

*Motion:           Commissioner Raper made a motion to keep the current dental plan, and Commissioner Mosse seconded it, and this motion passed unanimously.*

Item 10.          Discussion, Consideration and Possible Action regarding Office of the Inspector General (OIG) Audit Report 2010-FW-1004. ED Brennan stated that she was pleased to announce to the Board of Directors that the OIG (Office of Inspector General) had sent a letter to GHA on January 13, 2011, let them know that all the findings from the Audit were cleared and they were thanking the Housing Authority for the full cooperation and prompt response from her staff in providing the OIG with all necessary information needed. The Board was pleased to receive the news and the Board directed ED Brennan to contact the newspapers.

Item 12.          Adjournment.

*Motion:           Commissioner Mosse moved for adjournment. The motion was duly seconded by Commissioner Lacy and this motion was carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 4:26pm.*