

**MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN  
March 26<sup>th</sup>, 2009**

On the 26<sup>th</sup> day of March, 2009 at 4:00 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session. The meeting was called to order at 3:34 PM., and upon roll call the following members of the Board were present:

- Item 1. Call the meeting to order. Roll Call. Present: Laura Bryant, Richard Glasco., Greg Eady, Joe Savage, Jim Gross, Marvin Dorsey. Others in attendance: Naomi Walker (Secretary)  
There being a quorum present the following business was transacted:
- Item 2. Board and Staff Introductions – ED Walker proceeded to introduce the new Board members to the GHA and instructed Staff to introduce themselves to the new Board members the staff for the Housing Authority. They proceeded to introduce themselves and provide a brief overview of themselves and their work at the Housing Authority.
- Item 3. Public Comment – There was no public comment.
- Item 4. Resident Council Reports – None
- Item 5. Old Business – None
- Item 6. New Business - None

**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 regarding nomination and election of Chair and Vice-Chair for 2009-2010 year - For chair, Commissioner Joe Savage nominated Commissioner Marvin Dorsey and Commissioner Greg Eady seconded the motion. For Vice-Chair, Commissioner Dorsey nominated Commissioner Joe Savage and Commissioner Jim Gross seconded that motion. There were no other nominations and nominations were closed. As there were no other nominations, the nominations passed unanimously. ED proceeded to turn the meeting over to the new Chair Commissioner Marvin Dorsey.
- Item 8. Discussion, Consideration and Possible Action regarding the Board By-Laws, to include possibly amending the date and/or time of regular board meetings – ED Walker stated that this item was placed in the agenda to update the time and date of the meetings for the new Board. Commissioner Gross made a motion to begin regular meetings at 2 pm instead of 4 pm. Commissioner Glasco stated that he preferred a later time. The Board proceeded to engage in a discussion for a more suitable time to meet. After discussion, a motion was made by Commissioner Savage to hold the Board meetings on the 4<sup>th</sup> Thursday at 3:00 pm. Commissioner Dorsey seconded the motion and it passed unanimously. Commissioner Eady asked about the changes that were made to the by-laws in February 2009. ED Walker explained the there were two major changes to the By-laws to

accommodate changes and requests made by the City Council: 1) to increase the Board from 5 members to 7 members and 2) to allow the resident commissioner positions to be elected by the residents. Commissioner Dorsey pointed out that the City only has authority to appoint the Commissioners and not the number of Commissioners. ED clarified that she had discussed with the Mayor the number of allowable board members based on previous approved numbers.

- Item 9. Discussion, Consideration and Possible Action to approve the minutes of the previous meeting(s) - Commissioner Dorsey had a question on Item 6 which reads: *Commissioner Laura Bryant response to Naomi Walker's letter of concern as well as the consolidated response of the board for evaluation to be attached to her original evaluation and that these two items to be specifically attached to her records and the Chair's records. Commissioner Richard Glasco asked that this item be considered at a later date and call a special meeting before the 26<sup>th</sup> of March to discuss this item. Commissioner Glasco moved that he would like to form a sub committee and ask an attorney that specializes in employment law to discuss this issue. Commissioner Horick seconded the motion and it passed unanimously.* – Commissioner Dorsey inquired about the outcome of forming a sub committee and ED Walker stated that they were not able to do this due to the timing of the appointment of the new Board, but that the item was resolved and would be discussed in the Executive Session item to follow. Commissioner Dorsey moved to approve the minutes, Commissioner Gross seconded and the motion passed unanimously.

Commissioner Bryant requested to move Item 14 for discussion. Board went into executive session at 4:25 pm and proceeded to discuss item 14.

**Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the item(s) 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 14. a. **Section 551.074 – Personnel Matters:** Closed session for deliberation and possible action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director.

Board returned to open session at 4:40 pm. Commissioner Bryant moved to accept the summary and have it attached to the Executive Director's evaluation for 2008. Commissioner Glasco seconded the motion and it passed unanimously. Commissioner Dorsey turned over the meeting to Naomi Walker, ED for discussion of Item 10. The ED proceeded to explain items a – g, take questions and discuss concerns from the Board members.

- Item 10. Discussion, Consideration and Possible Action to accept the Departmental Reports
- 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. Director of Housing Operations Monthly Report: Prior Month Update on Stonehaven, Shady Oaks, Section 8 Activities, and Other Housing Authority Activities to Date, Projects for the Future
- g. Board Attendance Report -

After extensive discussion on the monthly reports, Commissioner Gross asked ED to include a line item on the rehabilitation progress at Shady Oaks on the monthly report. Commissioner Bryant moved to accept the monthly reports, Commissioner Glasco seconded the motion and it passed unanimously.

- Item 11. Discussion, Consideration and Possible Action to accept the Executive Director's Report: Prior Month Update on Stonehaven, Shady Oaks, Section 8, Sierra Ridge, Resident Services, Legal Activities, and Other Housing Authority Activities – The Executive Director outlined the monthly activity to the board. Commissioner Dorsey raised a question about the application to TDHCA, stating that he heard the application had been pulled and it is no longer in front of TDHCA. He was concerned about what contracts we have out regarding that project and with who, and stated that GHA needs to consider not spending money on Sierra Ridge until we know more what is going to happen. He also noted that the bond and the tax credit market is not very favorable and it is virtually impossible to get tax credits, and he expressed concern at the rates going down to \$0.65 from \$1.00. He also wanted to be updated on the status of Sierra Ridge. Commissioner Savage requested a meeting early next week to address these questions in depth. Commissioner Dorsey made the motion that a Special meeting be set up to discuss these issues and that Naomi would send out emails as to availability for Board members to attend, Commissioner Gross seconded the motion and the motion passed unanimously.
- Item 12. Discussion, Consideration and Possible Action regarding the award of Capital Funds from the American Recovery and Reinvestment Act program, the proposed use of these funds for the window replacement project, and the annual budget - After discussion of this item, Commissioner Bryant made a motion to approve the resolution to spend the ARRA Capital Funds received through this program on the outstanding window project, Commissioner Glasco seconded the motion and the motion passed unanimously.
- Item 13. Commissioners' Workshop, specifically:

- a. History of Housing Authorities
- b. Housing Authority Programs and Business
- c. Relationship to HUD
- d. Roles and Responsibilities of Commissioners
- e. History of the Georgetown Housing Authority
- f. Past, Present and Future Programs
- g. Tour of Shady Oaks Apartments

ED Walker distributed a packet of information for the Board members to review on their own time. Board members will get back with the ED if they have any questions on this information.

15. Adjournment –There being no other business for this meeting, Commissioner Bryant moved for adjournment. The motion was duly seconded by Commissioner Glasco and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 5:23 p.m.

