

**MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
April 30th, 2009**

On the 30th day of April, 2009 at 2:00 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

Item 1. The meeting was called to order at 2:03 pm. Roll Call. Present: Laura Bryant, Greg Eady, Joe Savage (vice chair), Jim Gross, Marvin Dorsey (chair), Caresa Williams and Richard Glasco (arrived at 2:27 pm). Others in attendance: Naomi Walker (Secretary), Scott Marks, Coats Rose, and Diana McIver, DMA. There being a quorum present the following business was transacted.

Item 2. Public Comment – There was no public comment.

Item 3. Resident Council Reports – Resident Council Presidents were not present but reports were included in Board packet for the Board’s review.

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.

Commissioner Gross requested that Item 4 be pulled from the consent agenda and ED Walker requested that item 7 be pulled from the consent agenda to be discussed in regular session.

5. Discussion, Consideration and Possible Action to accept the Departmental Reports -- Naomi Walker, 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. 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
- 6. 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 -- Naomi Walker, Executive Director.

There were no questions or concerns on any of the other items. Commissioner Savage moved: "To approve the Consent Agenda except for Items 4 and 7 that were removed for discussion". Commissioner Gross seconded the 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:

Commissioner Dorsey requested to move to Items 14 and 15 next on the agenda. Commissioner Bryant suggested waiting on Commissioner Glasco since he put these items on the agenda. Commissioner Savage suggested moving to Items 4 and 7 next for discussion.

Item 4. Discussion, Consideration and Possible Action to approve the minutes of the previous meeting(s) -- Naomi Walker, ED – Commissioner Gross requested two actions: 1) to have a draft of the minutes on the 5th working day after the Board meeting so he can have enough time to review and, 2) to designate all email correspondence with GHA so he can easily identify them. Commissioner Gross made a motion to approve the minutes of the previous meeting. Commissioner Savage seconded the motion and it passed unanimously.

Item 7. Discussion, Consideration and Possible Action to Accept February and March financial reports - Naomi Walker, ED - ED Walker will provide financial reports next meeting. Commissioner Bryant moved: "To table financial reports until next month". Commissioner Dorsey seconded the motion and this motion passed unanimously.

Commissioner Bryant suggested to move to the Executive Agenda next since Commissioner Glasco had not arrived yet.

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 16. 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 -- Joe Savage, Commissioner - The meeting went into closed session at 2:15 pm.

The meeting returned to open session for discussion on the Executive Session item at the request of the Executive Director at 2:20 pm.

17. Commissioner Bryant asked ED Walker for her response on the issues introduced by Commissioner Savage in closed session. ED Walker responded that she had made four presentations since the new board was seated:
 1. GTEC - Georgetown Transportation Enhancement Corporation (GTEC) for the extension of contract on 4/15/09
 2. Housing Advisory Board for recommendation to council for support for 2x resolution on 4/15/09
 3. County Court on CDBG - Represented herself as a citizen of Williamson County not as GHA ED on 4/28/09
 4. Presentation to Council for GTEC for extension of contract on 4/29/09

ED Walker stated that there was no motion made from the new Board for moving forward with anything and she had received no direction on any issues related to Sierra Ridge from the new Board. She stated that it was her decision that it was in the best interest of the Housing Authority to make the presentations to GTEC and City Council for the GTEC funding based on previous Board motions because of the deadlines associated with the GTEC funding. She notified both the GTEC and Housing Advisory Board that she was moving forward with the request to extend the contract for the funding based on previous Board motion and not current Board motion, since none had been made to date. She also stated that she notified all three entities that any request for funding or support could be withdrawn by the current Board.

Commissioner Dorsey expressed that he shared Commissioner Savage's concern that the ED was setting policy for the Housing Authority and they were not notified that she would be representing the Housing Authority in this capacity. Commissioner Bryant commented that ED Walker was not overstepping her boundaries; she felt the ED was trying to perform her duties and acting on behalf of the Housing Authority to keep the day to day operations moving forward to accomplish the many projects in existence prior to the appointment of the new Board and the Housing Authority could not stop its operations on behalf of new Board members. Commissioner Gross stated that he needed to familiarize himself with GHA projects before he felt comfortable voting on any of these items. He also stated that he did not feel comfortable with ED Walker making these presentations without the approval of the Board. An additional discussion on Sierra Ridge and Shady Oaks renovations was brought out by Commissioner Dorsey, Commissioner Eady and Scott Marks. Commissioner Eady pointed that he had concerns with Sierra Ridge and that until they understand it and are together on the direction it should go, they should not move forward with this project. ED Walker stated she would welcome direction from the Board for all projects so that she can move forward. Commissioner Savage made a motion: "That ED shall no longer be the spokesperson for GHA and all of its other related entities, and that the current Chair of GHA shall be the sole spokesperson in all media of GHA issues". The Board discussed the issue of Commissioner Dorsey being the spokesperson for all matters related to the GHA or just to Sierra Ridge. Commissioner Savage also suggested amending the motion to allow the Chair to appoint a designee. Commissioner Savage then amended his motion to read "That the ED shall no longer be the spokesperson for GHA and all of its other related entities with regards to Sierra Ridge, and that the current Chair of GHA or his designee shall be the sole spokesperson with regards to Sierra

Ridge". Commissioner Gross seconded the motion, the motion passes with 5 for (Dorsey, Savage, Gross, Eady, Williams) and 2 votes against (Glasco and Bryant).

Item 14. Discussion, Consideration and Possible Action to determine a future plan of action for Sierra Ridge, including application for various grant funding opportunities - Richard Glasco, Commissioner. Commissioner Glasco opened the discussion with a mention of the Current Board's unreadiness to move forward with Sierra Ridge but made a request to hear from the Executive Director about information on additional funding with the approval of this Board to speak on this subject. After extensive discussion, Commissioner Dorsey made a motion: "To form a subcommittee to investigate the options for refinancing the loan for the Sierra Ridge property", Commissioner Gross seconded the motion and the motion passed unanimously. The subcommittee was formed consisting of Commissioners Eady and Williams and ED Walker.

Commissioner Glasco made a second motion to "Authorize a subcommittee to review the Sierra Ridge project, including potential land use and future options". Commissioner Savage seconded the motion and the motion passed unanimously. The subcommittee was formed consisting of Commissioners Dorsey, Savage and Eady.

Item 8. Discussion, Consideration and Possible Action regarding proposals received for legal services and distributing a new request for proposals – Marvin Dorsey, Chair. Commissioner Dorsey requested to repost the RFP for legal services for the Housing Authority; he felt that the Housing Authority did not get enough proposals that fit their needs. Commissioner Savage made a motion: "To repost the RFP for legal services" and Commissioner Gross seconded this motion. After further discussion on the appropriate manner to withdraw and cancel the current RFP, the motion was withdrawn and Commissioner Bryant made a second motion: "To form a subcommittee to determine what to do with the current RFPs that were received". Commissioner Dorsey seconded this motion and the motion passed unanimously. A subcommittee was formed consisting of Commissioners Bryant and Dorsey.

Item 9. Discussion, Consideration and Possible Action regarding submittal of an application for and future program utilizing funds from the Neighborhood Stabilization Program – Naomi Walker, ED. ED Walker presented the Neighborhood Stabilization Program (NSP). After extensive discussion, Commissioner Savage made the motion: "To continue approving our involvement for neighborhood stabilization program". Commissioner Gross seconded the motion and the motion passed unanimously.

Item 10. Discussion, Consideration and Possible Action regarding approval of an inter-jurisdictional agreement with the City of Hutto for the purpose of administering housing assistance in Hutto in conjunction with the Neighborhood Stabilization Program -- Naomi Walker, ED. ED Walker presented the draft inter-jurisdictional agreement that would allow GHA to administer the NSP and other programs in Hutto. After extensive discussion, Commissioner Gross moved: "To approve an inter-jurisdictional agreement with the City of Hutto for the purpose of administering housing assistance in Hutto in conjunction with the Neighborhood Stabilization Program". Commissioner Bryant seconded the motion and the motion passed unanimously.

Item 11. Discussion, Consideration and Possible Action to approve in-house Commissioner Training – Naomi Walker, ED. ED Walker presented information on various training options and suggested that training will be procured from the Texas Housing Association (THA). Commissioner Bryant moved: “To authorize the ED to arrange for a training for the Board members”. Commissioner Gross seconded the motion and the motion passed unanimously. ED Walker will begin making arrangements for this training.

Item 12. Discussion, Consideration and Possible Action to request that Alanna Jones-Black, Fee Accountant, make a presentation to the Board regarding GHA finances and various entities – Marvin Dorsey, Chair. Commissioner Dorsey explained his request that Alanna Jones-Black, Fee Accountant, be asked to make a presentation to the Board on the various GHA finances and entities. Commissioner Savage moved: “To request that Ms. Jones-Black make a presentation to the Board”. Commissioner Gross seconded the motion and the motion passed unanimously.

Item 13. Discussion, Consideration and Possible Action to request City Council support of the 2x resolution necessary for application of tax credits for Sierra Ridge – Richard Glasco, Commissioner. The Board agreed to forward this item to the Sierra Ridge committee.

Item 15. Discussion, Consideration and Possible Action on exercising our right of eminent domain for acquiring the right of way for a drainage easement across private property next to the proposed Sierra Ridge project – Marvin Dorsey, Chair. The Board agreed to forward this item to the Sierra Ridge committee.

Item 18. 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.

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