

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

April 22, 2010

On the 22nd, day of April 2010, at 3:00 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

Item 1. Call the meeting to order: Commissioner Raper called the meeting to order at 3:09 pm and the following members were present: Commissioner Mosse, Commissioner Raper, Commissioner Todd, Commissioner Gavurnik, and ED Brennan.

Absent: Commissioner Halligan (Attending Conference), Commissioner Williams

Commissioner Raper proceeded to introduce new Board member, Commissioner Mosse.

Item 2. Public Comment – Stonehaven Resident Laura Bryant gave her public comment. She handed to all the Board members a copy of her public comment which she proceeded to read. She felt that Mr. Gavurnik should not participate or be present in any of the Executive Sessions where decisions were to be made in reference to real estate transactions. She felt that this would be a conflict of interest.

Commissioner Raper moved to Executive Session at 3:22 pm.

Commissioner Gavurnik stated for the record that he would not participate in the discussion but he was to be present at this meeting.

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 10. a) **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, Larry Raper, Chairman

b) **Section 551.074 – Personnel Matters:** Closed session for deliberation and possible action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Director of Operations, Cynthia Alexander – Nikki Brennan, Executive Director

The Board returned from Executive Session at 3:48 pm. Motion from Executive Session:

Motion: There was no motion

Item 3. Resident Council Reports – Resident Commissioner Mosse gave her monthly report as President of the Resident Council.

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 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

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April 22, 2010

- 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
- h. Discussion, Consideration and Possible Action to accept the Executive Director's Report: Prior Month Update on Stonehaven, Shady Oaks, Section 8, Resident Services, Legal Activities, and Other Housing Authority Activities, Nikki Brennan, Executive Director

Motion: Motion: Commissioner Gavurnik moved to approve the consent agenda, Commissioner Mosse seconded this motion, the motion passed unanimously.

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

Item 6. Discussion, Consideration and Possible Action to Review financial reports, Nikki Brennan, Executive Director. ED Brennan presented the quarterly reports to the Board and stated that the financial reports will be monthly from now on instead of quarterly. She also stated that GHA has several large invoices from the Architect and the Attorney that need to be taken care of and as a result of that she recommends cash in the Money Market Account and move the Operating Funds. Commissioner Gavurnik made a suggestion to move half of these funds into Operating Funds and let the other half continue to earn interest. After discussion a motion was made.

Motion: Commissioner Gavurnik made a motion to move \$60,000.00 from the Money Market Account into Operating Account. Commissioner Mosse seconded this motion and this motion passed unanimously.

Item 7. Discussion, Consideration and Possible Action to discuss update on Gas Lines at Stonehaven Apartments, Nikki Brennan, Executive Director. ED Brennan presented this item for discussion of transferring master meter lines to individual meters. She stated that the deposit for each household is \$90.00 and activation fee is \$65.00. Commissioner Todd stated that he did not feel that residents should be responsible for paying for a deposit and activation fees. He would like to see HA take care of that. Commissioner Mosse suggested that this new rules be applied to new move in only. After discussion on this subject, Commissioner Gavurnik stated that he would negotiate with Atmos energy to come up with a solution to benefit both the HA and the residents.

Motion: There was no motion made.

Item 9. Discussion, Consideration and Possible Action to amend the bylaws to reflect all regular meetings be held at 210 West 18th Street, Stonehaven Apartments, Paula Mosse, Resident Commissioner
Commissioner Mosse would like to see all the meetings take place at the Stonehaven Conference room at 210 West 18th Street. After discussion it was decided by the Board that ED Brennan would poll residents at Shady Oaks to find out their opinion on holding all meetings at Stonehaven. She will bring results to the next Board meeting.

Motion: There was no motion made

Item 8. Discussion, Consideration and Possible Action to discuss legal services and fees, Nikki Brennan, Executive Director. After reviewing the attached invoices from the legal counsel, Commissioner

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Raper asked the Board members to review and bring to the next Board meeting copies of the invoices they feel that are not legitimate or inaccurate.

Motion: There was no motion made.

Item 11. Adjournment

Motion: Commissioner Gavurnik moved for adjournment. The motion was duly seconded by Commissioner Todd and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 4:42 pm.