

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

**May 22<sup>nd</sup>, 2009**

On the 22<sup>nd</sup> day of May, 2009 at 3:00 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

- Item 1. The meeting was called to order at 3:01 pm by Commissioner Marvin Dorsey. Roll Call. Present: Commissioners Bryant, Eady, Savage (vice chair), Gross, Dorsey (chair) and Glasco (arrived at 3:27 pm). Others in attendance: Naomi Walker (Secretary). There being a quorum present the following business was transacted.
- Item 2. Discussion, Consideration and Possible Action regarding sidewalk and drainage construction project. Item placed on the agenda by: Commissioner Laura Bryant. Commissioner Laura Bryant's main concerns were:
- 1) Sidewalk on Hart Street, between 17<sup>th</sup> & 18<sup>th</sup> street is still low and lopsided. This was noted by many of the residents and she felt that there were no visible improvements after work was finished since sidewalks continue to flood. She wants to make sure that this project runs smoothly and on budget.
  - 2) Senior Center is losing 1 ½ parking spaces instead of gaining one parking space as they were originally told. This further reduces parking spaces available for residents and Stonehaven visitors.
  - 3) On 18<sup>th</sup> Street, Contractor built a ditch through tenants' yards and under a sidewalk. She feels that this is a danger to the residents and could be a liability to the Housing Authority. Board members further discussed contractor's responsibilities and architects role. After discussion, Commissioner Joe Savage proposed that due to Commissioner Marvin Dorsey's background in construction, that he should be the one to review the plans and inspect work performed. Commissioner Marvin Dorsey requested copies of plans and specifications for construction and change orders.

**Motion:** There was no motion. Commissioner Marvin Dorsey asked to put this item on the agenda for June 09 Board meeting and report information to the Board.

- Item 3. Discussion, Consideration and Possible Action regarding commissioners requesting documents, and communications with Executive Director.

This item placed on the agenda by Commissioner Laura Bryant. Commissioner Laura Bryant requested that whenever the Executive Director dispenses any documents requested by any of the Board members via email or any other form, ED Walker needs to copy all the Board members equally. Commissioner Caresa Williams asked the ED what would be the timeframe to receive any requested documents. ED Walker responded that she tries to deliver requested documents within a reasonable amount of time, depending on the type of document requested.

**Motion:** There was no motion made.

- Item 4. Discussion, Consideration and Possible Action regarding proposals received for legal services and distributing a new request for proposals for legal services

This item was placed on the agenda by Commissioner Marvin Dorsey, Chairman and Commissioner Laura Bryant. Commissioner Laura Bryant and Commissioner Marvin Dorsey met to review RFP's received and they concurred that they did not receive enough qualified applicants for the original RFP and felt it was necessary to repost RFP a second time for Legal Services for GHA.

**Motion:** Commissioner Laura Bryant made a motion to withdraw the previous RFP and submit a new RFP for legal services. Commissioner Joe Savage seconded this motion and it passed unanimously.

ED Walker asked for clarification if the rejected firms could resubmit under the new RFP. Commissioner Laura Bryant commented that they are able to resubmit.

Commissioner Joe Savage asked ED Walker that out of respect for her expertise in wording motions and RFP issues that they trust for her to help the Board as to how it needs to be said and that she take care of that for them.

**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 5.
- a. **Section 551.071– Consultation with Attorney:** Closed session for consultation with attorney to discuss legal issues related to the employment, evaluation, reassignment, duties, discipline, or dismissal of Executive Director -- Laura Bryant, Commissioner
  - 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 Executive Director -- Laura Bryant, Commissioner

This item was placed on the agenda by Commissioner Laura Bryant.

ED Walker requested this item to be considered under Open Session.

Commissioner Laura Bryant expressed that she would like to document that she felt that sometimes she has difficulty communicating with ED Walker in reference to requests she makes from her. She feels that the ED questions her requests and makes it difficult for her to obtain information or requests she makes from the ED. Commissioner Laura Bryant stated that she does not want any action from this at this time, but that she would just like to have her concerns documented. Commissioner Marvin Dorsey responded that this would be documented. ED Walker asked to respond to Commissioner Laura Bryant's statements, and Commissioner Laura Bryant responded that according to the Policies and Procedures the employee did not have the right unless asked to respond or comment on the statements made by the Commissioners while under a requested open session by the employee. ED Walker was not asked to respond. Commissioner Jim Gross asked ED Walker if she understood what had been requested in reference to the minutes. ED Walker responded that she did and that requested changes were made. Commissioner Joe Savage requested that

motions made be pulled over to the left margin and placed in a separate paragraph for easier reading. Commissioner Caresa Williams stated that she was not clear on the Policies and Procedures on what different departments do for Stonehaven property. ED Walker stated that she would send this information to her electronically. She wanted clarification on proper ways to communicate with other Board members. Commissioner Jim Gross asked about procedure on advertising for job openings. ED Walker mentioned that we advertised on different newspapers, newsletter and website. Board members discussed audit for GHA required by HUD to be submitted to HUD on June 30, 2009. Board members requested that Auditor come before the Board to report to the Board on this Audit.

Item 6. Action from Closed Session, if any. There was no action.

Item 7. Adjournment –

**Motion:** There being no other business for this meeting, Commissioner Greg Eady moved for adjournment. The motion was duly seconded by Commissioner Laura Bryant and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 4:45 p.m.

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