

**MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
OCTOBER 19TH, 2007**

On the 19TH day of October 2007 at 9:00 am, the Housing Authority of the City of Georgetown, Texas, met in regular session. The meeting was called to order at 3:30 PM., and upon roll call the following members of the Board were present:

Item 1. Call the meeting to order. Roll Call.

Present: Robert Horick, Richard Glasco, Rosemary Mesa, Laura Bryant, Emily Northrop, Richard Glasco (arrived at 3:50 pm)

Others in attendance: Naomi Walker (Secretary)

There being a quorum present the following business was transacted:

Item 2. Public Comment - Commissioner Horick reads instruction for addressing the Board during Public Comment section.

- Virginia Campbell: New resident to Stonehaven thanked the GHA staff.
- Constancio Martinez – Mr. Martinez mentioned that he had found mildew in his apartment apparently due to an unseen slow leak, which had been previously repaired by maintenance. He noticed that the area was still wet and thinks that maybe other apartments might be having same problem. Would like for outside inspectors to take a look at this problem.
- Guadalupe Ancira: 414 W. 17th St. Noticed mold in her washing room today.
- Frances Rodriguez: Ms. Rodriguez thanked the staff who works here, they have helped her tremendously, Nikki, Laura and Dahlia. She also voiced her concern on the following items: water in her apartment is too hot, tire marks left on backyard when grass is cut, inquired about lighting project.
- Daryll Jellison: Mr. Jellison voiced his concern about the existence of mold in his apartment and the way that it was handled by the maintenance person. He also does not like the method used by the same maintenance person when mulching leaves, he feels this employee should be reprimanded.
- Lynn Davenport: She read report that was given to her by several of the resident who could not attend.
- Laura Bryant: Had mold in her apartment, would like to have professionals fix all apartments that have mold.

Commissioner Horick requested that an item be added to the next board meeting agenda regarding maintenance items, staff responsiveness to maintenance items, and standards of maintenance.

Board requested to move Item 11 to the next item for discussion on the agenda.

Item 11. Discussion, Consideration and Possible Action regarding Stonehaven Resident Concerns including but not limited to mold removal, walk through, and written grievances. Commissioner Bryant proposed policy on mold removal and also proposed revision to move-in inspection report to adopt the yearly inspection form as the move-in form and add the item "window-cleaning" to the form. After extensive discussion, Commissioner Mesa seconded the motion and it passed three in favor (Commissioners Bryant, Mesa and Horick)

and two against (Commissioners Glasco and Northrop). Commissioner Bryant made another motion to have written standards on mold and have staff trained, amend inspection form to use industry standard on mold inspection and remediation and have staff trained to that standards. After extensive discussion, Commissioner Mesa seconded the motion and it passed unanimously. Additionally, Commissioner Bryant made a motion that any complaint, concerns or grievances filed by residents must be in writing and staff will assist with the writing if needed and must be signed and dated by both staff and resident. After extensive discussion, Commissioner Mesa seconded the motion and it passed three in favor (Commissioners Bryant, Mesa and Horick) and two against (Commissioners Glasco and Northrop). ED Walker stated that the motion to require all complaints, concerns or grievances filed by residents be put in writing had the possibility of putting a large administrative burden on staff and asked for her opposition to the motion to be recorded for the record.

- Item 3. Board tabled approval of the minutes.
- Item 4. Resident Council Report. Paula Mosse, Stonehaven Resident Council Secretary, presented the minutes from the last regular meeting and the emergency meeting of the Resident Council.
- Item 5. Discussion, Consideration and Possible Action regarding Award of Contract for Addition of Exterior Lighting at Stonehaven Apartments. After discussion Commissioner Bryant made the motion to accept the Executive Director's recommendation to award the contract for the addition of exterior lighting to Stillhouse Electrical. Commissioner Mesa seconded the motion and it passed unanimously.
- Item 6. Discussion, Consideration and Possible Action regarding Award of Contract for Fee Accounting Services. After discussion Commissioner Northrop made the motion to accept the Executive Director's recommendation to award the contract for fee accounting services to Alana Jones Black, CPA. Commissioner Mesa seconded the motion and it passed unanimously.
- Item 7. Discussion, Consideration and Possible Action regarding Award of Contract for Professional Real Estate Services. After discussion Commissioner Northrop made the motion to accept the Executive Director's recommendation to award the contract for professional real estate services to Gavurnik Group. Commissioner Glasco seconded the motion and it passed three in favor (Commissioners Horick, Northrop, and Glasco) and two against (Commissioners Mesa and Bryant).
- Item 8. Discussion, Consideration and Possible Action regarding Award of Contract for Financial and Investment Advisory Services. ED Walker stated that the initial proposal as written was restrictive and prevented several firms from bidding. Walker will revise the proposal, and resubmit for new proposals.
- Item 9. Discussion, Consideration and Possible Action regarding Revision of Employee Benefits Plan. ED Walker presented her revision to the Employee Retirement Plan. Commissioner Northrop made the motion to revise the retirement plan to have GHA contribute 5% of each employee's salary to their retirement plan, and for each percent that the employee contributes up to 5%, the GHA will match each percent up to 5%. After extensive discussion,

Commissioner Northrop amended her motion to include that the GHA also remove whole life insurance from the benefit plan and pay for term life insurance instead. Commissioner Mesa seconded the motion and it passed three in favor (Commissioners Horick, Northrop, and Mesa) and one against (Commissioner Bryant). Commissioner Glasco left at 5:40 pm during the discussion of this agenda item.

- Item 10. Discussion, Consideration and Possible Action regarding Date to Interview Potential Investors for Shady Oaks LIHTC project. ED Walker requested that the board choose a date to interview the investors for the Shady Oaks LIHTC project. After extensive discussion, the Board declined to interview the investors but Commissioner Bryant requested that if dates were set in October, that the 29th and the 31st were days that she could attend an interview. The Board also requested that when the interviews are held in Austin that the Board is made aware of the dates so that Board members could attend if they choose.
- Item 12. Discussion, Consideration and Possible Action regarding Clarification on Responsibilities of Board and Administration of GHA. Commissioner Northrop moved to table this item, Commissioner Mesa seconded and it passed by unanimous vote.
- Item 13. Discussion, Consideration and Possible Action regarding Information Requests by Commissioners. Commissioner Horick requested an amendment to the previous item to include Item 13 and Commissioner Northrop agreed.
- Item 14. Old Business - Update on Sierra Ridge. ED Walker updated the board on the progress on Sierra Ridge.
- Item 17. Recess into Executive Session – The Board recessed into Executive Session at 6:18 pm.
- The Board returned from Executive Session at 6:55 pm.
- a) Section 551.072 - Deliberation regarding real property. There were no motions with regards to this item.
- b) Section 551.074 – Deliberation regarding personnel. The Board agreed to table the discussion on this item until the next full board meeting.
- Item 18. Adjournment - There being no other business for this meeting Commissioner Bryant moved for adjournment. The motion was duly seconded by Commissioner Mesa and carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 7:00PM.