

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

November 18th, 2010

On the 18th day of November, 2010, at 3:05 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

Item 1. Call the meeting to order. Roll Call. The following members were present: Commissioner Todd, Commissioner Lacy, Commissioner Halligan, Commissioner Mosse, Commissioner Raper, Commissioner Gavurnik, Commissioner Goodwin and ED Brennan. , Commissioner Todd was absent.

Item 2. Public Comment: None

Item 3. Resident Council Reports – Nikita Goodwin gave the report to the Board.

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 meeting, 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
- 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. Board Attendance Report
- g. Executive Director's Monthly Report

Motion: Commissioner Lacy made a motion to accept items 4 and 5 in the consent agenda, Commissioner Mosse seconded this motion and this motion passed unanimously.

Regular Agenda: The Board will individually consider and possibly take action on any or all of the following items: Commissioner Gavurnik requested that Item 11 be discussed next.

Item 11. Discussion, Consideration and Possible Action regarding the six land lots donated by the Caring Place, John Gavurnik, Commissioner – After discussion with the Board and Mr. Joe Aubin, The Board decided to form a committee, John, Gavurnik, Johnny Lacy, Mike Halligan and Joseph Aubin, and they would meet again after the Caring Place Board meeting on 11/22/2010 where Mr. Aubin would present different ideas to the Board.

Motion: There was no motion made.

Item 6. Discussion, Consideration and Possible Action to plan a luncheon for the GHA employees and commissioners, Johnny Lacy, Commissioner –

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- Motion: Commissioner Lacy made a motion to hold an employee luncheon on December 16, 2010 before the scheduled Board meeting, Commissioner Mosse seconded this motion and this motion passed unanimously.
- Item 7. Discussion, Consideration and Possible Action to review financial reports, Nikki Brennan, Executive Director. Commissioner Lacy stated that they were still reviewing and cleaning up financial reports.
- Motion: There was no motion made.
- Item 8. Discussion, Consideration and Possible Action to review the Payment in Lieu of Taxes (PILOT), Nikki Brennan, Executive Director
- Motion: There was no motion; this item was tabled until next Board meeting.
- Item 9. Discussion, Consideration and Possible Action to approve Management Assessment Subsystem (MASS) Submission, Nikki Brennan, Executive Director
- Motion: Commissioner Gavurnik made a motion to approve the management Assessment Certification (MASS) submission to the Department of Housing and Urban Development. Commissioner Mosse seconded this motion, and this motion passed unanimously.
- Item 10. Discussion, Consideration and Possible Action to approve the Section 8 Management Assessment Program (SEMAP) Certification for fiscal year ending September 30, 2010, Nikki Brennan, Executive Director
- Motion: Commissioner Mosse made a motion to accept the Resolution Approving Section 8 (Housing Choice Voucher Program) Management Assessment program (SEMAP) Certification, Commissioner Lacy seconded this motion and this motion passed unanimously.
- Item 12. Discussion, Consideration and Possible Action to approve Resolution of Appreciation for Atmos Energy, Nikki Brennan, Executive Director
- Motion: Commissioner Lacy made a motion to approve Resolution of Appreciation for Atmos Energy, Commissioner Mosse seconded this motion and this motion passed unanimously.

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.

Board went into Executive Session at 4:00 pm.

- Item 13. **Section 551.073 – Deliberation Regarding Gifts and Donations:** The Board will conduct a closed meeting to discuss the GHA staff end of the year bonuses.

Board came out of Executive Session at 4:20 pm.

- Motion: Commissioner Gavurnik made a motion to authorize ED Brennan to issue same End of Year Bonuses as last year, Commissioner Mosse seconded this motion and this motion passed unanimously.

- Item 14. Adjournment

- Motion: Commissioner Gavurnik moved for adjournment. The motion was duly seconded by Commissioner Lacy and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 4:28 pm.