

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

September 24, 2009

Meeting 5

On the 24th day of September, 2009 at 1:50 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session.

- Item 1 Call the meeting to order. Roll Call. The meeting was called to order at 2:01 pm. Roll Call. Present: Commissioner Bryant, Commissioner Eady, Commissioner Dorsey, Commissioner Savage, Commissioner Gross Absences: Resident Commissioner Williams, Commissioner Glasco,. Others present: ED Walker, Cynthia Bast – Legal Counsel, Cynthia Alexander – Director of Housing Operations, Esther Robards-Forbes – Williamson County Sun, There being a quorum present the following business was transacted.
- Item 2. Public Comment: None
- Item 3. Resident Council Reports – Report for Stonehaven Resident Council in Board packet. There were no comments or questions.
- Item 4. Old Business
a) None
- Item 5. New Business
a) None
- Item 6. Committee Reports
a) Update from Sierra Ridge loan subcommittee - Greg Eady, Commissioner –
Motion: Commissioner Eady made a motion to consolidate into the Sierra Ridge land committee, Commissioner Dorsey seconded this motion and it passed unanimously.
Extension for sixty days and pay approximately 12,000 on note to get extension, given us 60 more days to continue to pay interest on the note.
- Motion: b) Update from Sierra Ridge land use subcommittee – Marvin Dorsey, Chairman
Commissioner Dorsey made a motion to have both items a) and b) combined on item 16 on the regular agenda. Commissioner Eady seconded this motion and it passed unanimously.
- c) Update from Investment subcommittee – Marvin Dorsey Chairman – There was no update
d) Update from Internal Control Policies subcommittee – Laura Bryant, Commissioner – There was no update
e) Update from Executive Director Search Committee – Joe Savage, Vice-Chair – The committee has met and is ready to submit their results to the Board and has selected their top three applicants individually from a list of 130 plus. They will contact their final selections and request references. The committee recommends to call a meeting to dispense with this action at their earliest convenience.
- Motion: Commissioner Dorsey made a motion to ask Maria to canvas the Board members for a meeting in the later part of the next week for the purpose to review applications for the Executive Director, Commissioner Eady seconded this motion and this motion passed.
- 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 an act upon it individually as part of the Regular Agenda.
- Item 7. Discussion, Consideration and Possible Action to approve the minutes of the previous meeting(s)
- Item 8. Discussion, Consideration and Possible Action to accept the Departmental Reports

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- 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
- Item 9. 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
- Item 10. Board Attendance Report
- Motion: Commissioner Dorsey made a motion to approve the consent agenda, Commissioner Savage seconded this 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:

- Item 11. Discussion, Consideration and Possible Action regarding HUD OIG audit – Naomi Walker, Executive Director
- Motion: There was no motion made.
- Item 12. Discussion, Consideration and Possible Action regarding smoking survey and policy to go smoke-free in public housing units -- Naomi Walker, Executive Director – ED Walker advised that this had to go out to residents for 45 days for public comment.
- Motion: After discussion, Commissioner Bryant made a motion to propose this as a policy with her changes, Commissioner Dorsey seconded this motion, the motion passes with three votes for, Commissioners, Eady, Commissioner Eady and Commissioner Dorsey and two opposed, Commissioners Gross and Commissioner Savage.
- Item 13. Discussion, Consideration and Possible Action regarding Sierra Ridge land use plan and response to the CDBG Grant Coordinator -- Marvin Dorsey, Chairman – ED Walker distributed handout to Board members that showed the total cash available for repayment on this loan.
- Motion: Commissioner Dorsey made a motion to setup meeting with County Judge and Sally Bardwell to discuss possible actions to pay our obligation to the county for the CDBG loan, Commissioner Eady seconded this motion and it passed unanimously.

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- Item 14. Discussion, Consideration and Possible Action regarding actions by Commissioners related to information requests and concerns regarding behavior and treatment of Commissioners by other Commissioners -- Caresa Williams, Commissioner – This item was tabled to the next meeting.
- Item 15. Discussion, Consideration and Possible Action regarding legal services and whether to go hourly or on a retainer agreement with Locke Lord Bissell & Liddell -- Laura Bryant, Commissioner. Cynthia Bast, Legal Counsel, distributed handout to Board members comparing hourly charges vs. retainer. She recommended to stay with retainer until new ED was in place and had more of a routine operation.
- Item 16. Discussion, Consideration and Possible Action to name the Interim Executive Director for GHA -- Marvin Dorsey, Chairman
- Motion: Commissioner Dorsey made a motion to have Nikki Brennan fill this position temporarily, Resident Commissioner Bryant seconded this motion and this motion passed unanimously.
- Item 17. Discussion, Consideration and Possible Action regarding the appointment of a new Registered Agent for GHA Sierra Ridge, LLC and Georgetown Sierra Ridge Housing, L.P. -- Marvin Dorsey, Chairman
- Item 18. Discussion, Consideration and Possible Action regarding the election of a new manager for GHA Sierra Ridge, LLC and amendment to the Company Agreement of GHA Sierra Ridge, LLC regarding the qualifications of the manager -- Marvin Dorsey, Chairman
- Item 19. Discussion, Consideration and Possible Action to review and approve amendments to the Bylaws of Georgetown Shady Oaks Housing Development, Georgetown Housing Authority Board Meeting September 24, 2009 Public Facility Corporation No. 1, Georgetown Housing Authority Public Facility Corporation No. 2, and Georgetown Housing Opportunities Corporation.
- Motion: Commissioner Savage made a motion to approve items 17, 18 and 19 on the agenda, in reference to Discussion, Consideration and Possible Action appointment of a new registered agent for GHA Sierra Ridge, LLC and Georgetown Sierra Ridge Housing, L.P. that being Marvin Dorsey, on Item 18; Discussion, Consideration and Possible Action regarding the election of a new manager for GHA Sierra Ridge, LLC and amendment to the Company Agreement of GHA Sierra Ridge, LLC regarding the qualifications of the manager being the Executive Director or Interim Executive Director. On Item 19 to approve the amendments to the Bylaws of Georgetown Shady Oaks Housing Development, Georgetown Housing Authority Public Facility Corporation No. 1, Georgetown Housing Authority Public Facility Corporation No. 2, and Georgetown Housing Opportunities Corporation, Commissioner Dorsey seconded this motion and it passed unanimously.

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 20. **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 the Executive Director -- Laura Bryant, Commissioner – This item was not considered.
- Item 21. **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 not considered.

The Board recessed into closed session at 3:00 pm to discuss item 13 under Section 551.072 Deliberation for Real Property.

Return to Open Session

The Board returned to open session at 3:12 pm

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Item 22. Action from closed session, if any. – There was no action taken.

Item 23. Adjournment

Motion: Commissioner Dorsey moved for adjournment. The motion was duly seconded by Commissioner Gross and it carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 3:14 pm.

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