

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

On the 22nd day of January, 2015 at 3:01 p.m., the Housing Authority of the City of Georgetown, Texas met in regular session.

Item 1. Commissioner Raper called the meeting to order and ED Brennan, Secretary, took roll call, the following Commissioners were present: Commissioner Poisson, Commissioner Richard, Commissioner Goodwin, Commissioner Todd, and Commissioner Gavurnik. Absent: Commissioner Pope (due to illness). Other guests present were: Attorney Tom O'Leary with Hudson & O'Leary, Attorneys at Law, and Jennifer Bills, City of Georgetown, and Stonehaven Resident, Amelia Cruz, the applicant for Resident Commissioner. The Board welcomed Ms. Cruz.

Item 2. Public Comment – There was no public comment

Item 3. Resident Council Reports – No Resident Council Report.

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 November 20th 2014 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. Director of Housing Operations Report
- h. Executive Director's Monthly Report
- i. Financial reports for Shady Oaks LP, Housing Development Corp., Low Rent and Section 8

Commissioner Todd inquired about the Self Sufficiency Program target for residents to participate in this program. ED Brennan stated that there is, and that GHA has many programs for the residents to participate. We work off of the e-logic model. We provide many resources and referrals, for example Club de Oro for socialization, Tai Chi classes, Healthy cooking classes, etc. We are unable to report participants that are not signed up for ROSS. These activities are good for the community.

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Motion: *Commissioner Richard made a motion to accept the consent agenda, items 4 and 5 as stated, and Commissioner Todd seconded this motion, and this motion passed unanimously, 6/0.*

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 Approve 2015 Operating Subsidy Submission - Nikki Brennan, Executive Director
Res. 594

ED Brennan explained to the Board that HUD provides operating subsidies for public housing on a calendar year basis. She stated that the housing authority will be funded at a level that is the difference between its annual rental income and its expected annual expenses. If the Housing Authority has more operating expenses than operating income, then it will receive funds from the Operating Fund. ED Brennan explained the variances and how they affect the amount of subsidy requested.

Motion: *Commissioner Todd made a motion to be it resolved by the Commissioners of the Georgetown Housing Authority hereby authorizes the Executive Director to submit a calculation of operating subsidy as required by the U.S. Department of Housing and Urban Development. Whereas, it is hereby determined that the proposed calculation of subsidy is necessary in the efficient and economical operation of housing projects for the purpose of serving low-income families, and; therefore, being resolved this 22nd of January, 2015 by the Board of Commissioners of the Housing Authority of the City of Georgetown that the Board approve the submission of the 2015 Operating Fund Calculation of Operating Subsidy, and related regulations; and this Resolution shall be effective immediately upon its approval by the Board. Commissioner Gavurnik seconded this motion and this motion passes unanimously, 6/0.*

Item 7. Review the GHA Personnel Policy Section VIII. GRIEVANCES to discuss amending the language referencing grievance against the Executive Director to proceed directly to the Chairman of the Board of Directors. Also, change the "Board of Directors" to "Board of Commissioners" to be consistent – Nikki Brennan, Executive Director

GHA Attorney Tom O'Leary with Hudson & O'Leary, Attorneys at Law, addressed the Board about the changes received by Commissioner Raper. He suggested having this item tabled until next Board meeting to give the Board enough time to review the changes made. He also stated that these were not major changes, just making the wording easier to understand. This Item was tabled for discussion until next Board meeting.

Motion: *There was no motion needed.*

Item 8. **Adjournment**

Motion: *Commissioner Goodwin made a motion to adjourn, Commissioner Richard seconded the Motion, and the motion passed unanimously, 6/0. The Chairman thereby declared the meeting adjourned at 3:26 p.m.*