

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
August 23, 2018**

Item 1. Call the meeting to order. Roll Call. – Chairman Raper called the meeting to order at 3:02 pm. ED Brennan proceeded to take roll call and the following members were present: Commissioner Tom Karr (new), Commissioner Orville Ramsey, Commissioner Amelia Cruz, Commissioner Larry Raper, Commissioner Cain Scott, Commissioner Tim Todd and Commissioner Connie Clark (arrived late).

Item 2. Pledge of Allegiance – All present recited Pledge of Allegiance.

Item 3. Public Comment – No Public Comment.

ED Brennan introduced Nicole Wickliffe and Shannon Lestan with RECAP.

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 July 12, 2018 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. Resident Council Report
- j. Financial reports for Shady Oaks LP, Housing Development Corp., Low Rent and Section 8

Motion: Commissioner Cain Scott made a motion to accept the Consent Agenda, Item 4, 5(a-j), Commissioner Tim Todd seconded this motion, and this motion passed unanimously, 6/0.

Regular Agenda: The Board will individually consider and possibly act on any or all of the following items:

Item 6. Discussion, Consideration and Possible Action to donate \$200.00 to the Stonehaven Resident Council for the National Night Out event held on November 2nd, 2018.

Mr. James Pertuso spoke in public comment at the July 26th Board meeting and presented a letter to the board from Stonehaven Resident Council to donate \$200.00 toward door prizes, bottled water, ice and candy for the kids. Note: The Stonehaven Resident Council is funded from our Operating Funds at \$25.00 for every occupied unit. They were funded for 156 units on July 5th, 2018 in the amount of \$3,900.00 and have a remaining balance of \$2,148.69. National Night out expenses are eligible expenses from the HUD money if they choose to use the HUD funds. They also use these funds for office supplies, training, welcome baskets to new residents, Stonehaven pantry expenses, and school supplies for Stonehaven Residents. The Shady Oaks Development Company is unrestricted funds. This transaction has not been budgeted, but would be an eligible expense should the board decide to fund the Resident's Council request.

Motion: Commissioner Tim Todd made the motion to donate to the Stonehaven Resident Council for the National Night Out event held on October 2nd, 2018, Commissioner Orville Ramsey seconded this motion and this motion passed unanimously, 6/0.

The Board moved to Item 8 for discussion.

*Item 8. Discussion, Consideration and Possible Action to approve the GHA Rental Assistance Demonstration (RAD) application and introduction of the RECAP team - Nikki Brennan, Executive Director
Res. 667*

Nicole Wickliffe and Shannon Lestan with RECAP conducted meetings at GHA, one at 10:00 am and one at 6:00 pm to go over the RAD program. They answered questions for the residents that were present they were mainly concerned with relocation of tenants while the renovations take place. The RECAP team has been working very hard to get our application completed by September 4th, 2018. At the past discussions RECAP believes the project will be a total rehab, and they were at GHA to determine the feasibility study. After this brief report, the following motion was made:

Commissioner Tim Todd read Resolution 667 as follows:

The Housing Authority of the City of Georgetown, Resolution Number 667, "Resolution Approving Rental Assistance Demonstration (RAD) Application for Stonehaven Apartments".

- *WHEREAS, Public Housing funding continues to decline leaving insufficient capital funds to adequately meet GHA's capital needs; and*
- *WHEREAS, RAD allows public housing agencies to leverage public and private debt and equity in order to reinvest in the housing stock to provide safe, decent and affordable housing to the local community.*
- *WHEREAS, the Housing Authority of the City of Georgetown has decided to apply for participation with RAD in order to convert GHA's public housing to Project Based Section 8; and*
- *WHEREAS, the Housing Authority of the City of Georgetown believes converting to Project Based Section 8 under RAD will put the property in a much more stable financial and physical position over the long term.*
- *RESOLVED by the Board of Commissioners of the Housing Authority of the City of Georgetown,*

The Executive Director has the authorization to execute and submit the Housing Authority of the City of Georgetown's Rental Assistance Demonstration (RAD) Application and applicable supporting documents to HUD this 23rd day of August, 2018.

Motion: Commissioner Tim Todd made a motion to adopt Resolution 667, Commissioner Cain Scott seconded this motion and this motion passed unanimously 7/0.

Commissioner Connie Clark arrived at the meeting.

Board continued by discussing Item 7.

Item 7. Discussion, Consideration and Possible Action regarding the audit of the financial statements of the Georgetown Housing Authority for the year ended September 30, 2017 by Elizabeth A. Miles, CPA – Nikki Brennan, Executive Director

Ms. Elizabeth A. Miles, CPA addressed the Board and reviewed with them and the Executive Director her Audit of the Georgetown Housing Authority. After this review the following motion was made:

Motion: Commissioner Connie Clark made a motion to approve the audit, Commissioner Cain Scott seconded this motion and this motion was approved unanimously, 7/0.

Item 9. Adjournment: Commissioner Tim Todd made the motion to adjourn, Commissioner Orville Ramsey seconded this motion, and this motion passes unanimously, (7/0).

The meeting was adjourned at 3:31 p.m.