

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
July 26th, 2018**

- Item 1. Call the meeting to order. Roll Call. - Chairman Raper called the meeting to order at 3:02 ED Brenman proceeded to take roll call and the following members were present: Commissioner Raper, Commissioner Ramsey, Commissioner Todd, Commissioner Cruz and Commissioner Clark. Commissioner Scott is not present.
- Item 2. Pledge of Allegiance - All present recited Pledge of Allegiance.
- Item 3. Public Comment - James Petuso, Stonehaven Apartments resident and a member of the Resident Council, resides at 408 West 18th. Resident Council will be hosting National Night Out this year on October 2nd, 2018, and the Resident Council is asking for a donation of \$200.00 to cover part of expenses such as water, door prizes and candy for the kids.

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 Section 8

k. Investment Portfolio

Motion: Commissioner Todd made a motion to accept the Consent Agenda, Item 4, 5 a-j, Commissioner Ramsey seconded this motion, and this motion passed unanimously, 5/0.

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 discuss 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 –

Commissioner Raper asked that Item 6 be tabled until next month's meeting when Ms. Elizabeth A. Miles, CPA will be present and available to discuss and answer any questions about the Financial Statements of the Georgetown Housing Authority for the year ended September 30, 2017. The Board and the ED agreed on his request.

Motion: No motion was needed.

Item 7. Discussion, Consideration and Possible Action to award the Rental Assistance Demonstration (RAD) Consultant contract- Nikki Brennan, Executive Director Resolution 666

Request for proposal for a RAD Consultant, GHA received eight submitters to our request for proposal for Rental Assistance Demonstration (RAD) Consultant on Friday, July 20, 2018. A panel of five people reviewed these requests for proposals and results are attached for the Board's review. The chart attached showed that LIHTC DEV. GROUP LLC scored a 473 and RECAP scored 478. ED Brennan wanted to discuss what the Board thinks we should do moving forward. ED Brennan likes LIHTC because she has worked with them before and she feels that they are qualified. However, RECAP has a large team and has more experience in this area, they worked on the Gateway Northwest Apartments and several Austin properties as well. For these reasons, she feels they are better qualified. Overall it is the Board's decision to choose one or go with a different bidder all together. The Board proceeded to discuss their options and bidders' qualifications. After discussion the following motion was made:

Motion: Commissioner Ramsey made a motion to accept the ED's recommendation to award the Rental Assistance Demonstration (RAD) consultant contract to RECAP, Commissioner Todd seconded this motion and this motion passed unanimously (5/0).

Item 8. Adjournment: Commissioner Cruz made the motion to adjourn, Commissioner Todd seconded this motion, and this motion passes unanimously, (5/0).

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