

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF GEORGETOWN
September 27th, 2018**

- Item 1. Call the meeting to order. Roll Call. - Chairman Raper called the meeting to order at 3:01pm. ED Brennan proceeded to take roll call and the following members were present: Commissioner Raper, Commissioner Scott, Commissioner Todd, Commissioner Clark, Commissioner Karr, Commissioner Ramsey. Commissioner Cruz was not present.
- Item 2. Pledge of Allegiance - All present recited Pledge of Allegiance.
- Item 3. Public Comment - No Public Comment

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 August 23rd, 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

ED Brennan wanted to pull out 5h - E.D.'s Report - The RAD Physical Condition Assessment Report and discussed with the Board issues found with the renovations and budget. After this discussion the following motion was made:

Motion: Commissioner Todd made a motion to accept the Consent Agenda, Item 4 & 5 a-j, Commissioner Scott 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 Regarding FY-2019 Section 8 Budget – Nikki Brennan, Executive Director – ED Brennan presented the Section 8 Proposed Budget and proceeded to go over an itemization of this budget with the Board. After discussion, the following motion was made:

Motion: Commissioner Scott made a motion to approve the FYE– 2019 Section 8 Budget, Commissioner Clark seconded this motion and the motion passed unanimously 6/0.

Item 7. Discussion, Consideration and Possible Action Regarding FYE -2019 Low Rent Budget - Nikki Brennan, Executive Director - ED Brennan presented the Proposed Budget and proceeded to go over an itemization of this budget with the Board. After discussion the following motion was made:

Motion: Commissioner Todd made a motion to approve the FYE – 2019 Low Rent Budget, Commissioner Cain seconded this motion and the motion passed unanimously 6/0.

Item 8. Discussion, Consideration and Possible Action Regarding FYE -2019 Shady Oaks Development Corporation – Nikki Brennan, Executive Director Resolution 668 (All PHA Budgets) - ED Brennan presented the Proposed Budget and proceeded to go over an itemization of this budget with the Board. The following motion was made:

Motion: Commissioner Todd made a motion to approve the FYE – 2019 Shady Oaks Development Corporation, Commissioner Cain seconded this motion and the motion passed unanimously 6/0.

Item 9. Discussion, Consideration and Possible Action Regarding CYE 2019 Shady Oaks GHA Housing LP budget – Nikki Brennan, Executive Director ED Brennan presented the Section 8 Proposed Budget and proceeded to go over an itemization of this budget with the Board. After discussion the following motion was made:

Motion: Commissioner Todd made a motion to approve the CYE – 2019 Shady Oaks GHA Housing LP budget, Commissioner Cain seconded this motion and the motion passed unanimously 6/0.

No executive session needed.

Executive Session: Pursuant to the Open Meeting 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:

Item 10. Section 551.074 – Personnel Matters: (1) to deliberate the appointment, employment, evaluation reassignment, duties, discipline, or dismissal of a public officer or employee: Executive Director – Nikki Brennan.

Item 11. Adjournment: Commissioner Scott made the motion to adjourn, Commissioner Clark seconded this motion, and this motion passes unanimously, (6/0).

The meeting was adjourned at 4:10 p.m.