

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

July 25th, 2019

- Item 1. Call the meeting to order. Roll Call.
The chairman proceeded to open the meeting at 3:00 pm. ED Brennan took roll call and the following members were present: Commissioner Brian Bradford, Commissioner Nikita Goodwin, Commissioner Larry Raper, Commissioner Marcus Barton, Commissioner Orville Ramsey, and Brian Bradford. Resident Council member Denora Perry
Commissioner Tim Todd was absent
- Item 2. Pledge of Allegiance: All present recited Pledge of Allegiance.
- Item 3. Public Comment - Denora Perry asked Board for \$200 in donations for the National Night Out to be held in October.
- Motion: Commissioner Karr made the motion to donate to Stonehaven Resident sum of \$200.00 to use for candy and drinks, Commissioner Barton seconded this motion and this motion passed unanimously, 6/0.**

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 June 27, 2019 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
- k. Investment Portfolio

Motion: Commissioner Karr made a motion to approve the Consent Agenda, Item 4 & 5 a - k, as presented, Commissioner Bradford 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 regarding the audit of the financial statements of the Georgetown Housing Authority for the year ended September 30, 2018 by Elizabeth A. Miles, CPA - Lori Cannon CPA

Lori Cannon, CPA delivered the audit summary over the phone, she gave the Board an overview of the report. Ms. Cannon went over the report with the ED and the Board and asked them at each section if they had any questions, the Board responded they did not. Ms. Cannon finished her report. The Board and ED thanked her for a thorough report. There were no findings.

No Motion Needed

- Item 7.** Discussion, Consideration and Possible Action to Approve GHA award of contract for independent audit services - Nikki Brennan, Executive Director
Res. 681

ED Brennan presented to the Board the candidates and the RFPs submitted for Audit Services for Georgetown Housing Authority and reviewed the information with the Board. After discussion and consideration, the following motion was made:

Motion: Commissioner Bradford made the motion to select Leal and Carter as auditor, Commissioner Ramsey seconded this motion and this motion passed unanimously, 6/0.

- Item 8.** Update on the Capital Funds Emergency Grant Application - Nikki Brennan, Executive Director

ED Brennan presented the Board with an update on the Capital Funds Emergency Grant Application. Application has been submitted by Mr. Dan Garcia, HUD San Antonio. GHA has requested 4.1 million dollars. ED Brennan asked the Board permission to put out an RFQ for Engineer and Architectural Services with criterium to have experience with sewer lines. Also, their services will be needed for not only the sewer lines but to draw plans for any project we need. Board gave their permission to ED Brennan to proceed with the RFQ.

Executive Session: Pursuant to the Open Meetings 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.

Board went into Executive Session at 3:42 pm

- Item 9. Section 551.072- Deliberations about Real Property: Closed session for deliberation regarding the exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person
- Nikki Brennan, Executive Director

Board came out of Executive Session at 4:14 pm

Open Session: The Board will individually consider, discuss, and possibly take action on items discussed in Closed/Executive Session.

After Executive Session the Board and ED proposed to have a property acquisition committee formed.

Motion: Commissioner Ramsey made a motion to form a property acquisition committee, Commissioner Karr seconded this motion and this motion passed unanimously, (6/0).

- Item 10. Adjournment

Motion: Commissioner Ramsey made the motion to adjourn, Commissioner Goodwin seconded this motion, and this motion passes unanimously, (6 /0).

The meeting was adjourned at 4:16 p.m.