

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

Via Zoom Video Conferencing

December 17th, 2020

Commencing at 3:00 o'clock p.m. on the 17th day of December to consider and act upon the following:

Item 1. Call the meeting to order. Roll Call. ED proceeded to take roll call and the following members were present: Commissioners Ramsey, Commissioner Todd, Commissioner Karr, Commissioner Raper and Commissioner Goodwin, Commissioner Bradford Absent. Other's present were: Guest Jessica Chen- Brown and Graham Auditor

Item 2. Pledge of Allegiance: Those present proceeded to recite the Pledge of Allegiance.

Item 3. Public Comment – There was 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 November 19, 2020 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

Motion: Commissioner Karr made a motion to accept the consent agenda Item 4, 5a-h except for 5i tabled until next meeting, and Commissioner Todd seconded. Motion passed 5/0

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

- Item 6. Discussion of the GHA Audit Fiscal Year Ending 9/30/2019 and blended component entities of Georgetown Housing Authority – Jessica Chen, Auditor

Jessica Chen, Auditor proceeded to thank ED Brennan and her Staff, she stated that this has been a very difficult year due to COVID-19, her staff did a wonderful job in helping them to complete this Audit. HUD extended the date for submission due to Covid-19. She proceeded to share screen with Board members and ED Brennan to discuss the GHA Audit Fiscal Year Ending 9/30/2019. She made distinguishment this year, make separation as to what those findings are, which they are related to the Low-Income Tax Credits and not the Housing Authority itself. She went over them in detail with the Board and ED.

This was informational only.

- Item 7. Discussion, Consideration and Possible Action regarding the Emergency Sewer Line/Asbestos abatement Modernization project.
– Nikki Brennan, Executive Director

ED Brennan proceeded to present to the Board an update on the project and the following issues:

1. Extra tile work situation has set the contractor back.
2. Poor quality of paint jobs and preparation for painting –She was reminded that since the wall and ceiling texture contains asbestos, there are limits on the amount of repair that will be possible. She suggested to applying some additional texture overlay on old patches and filling in nail holes would not disturb the asbestos, but he is still reluctant to patch cracks or remove blisters in the old paint, or even to scrape off flaking paint because that involves disturbing or removing asbestos containing materials.
3. ED observed poor cabinet installation – They will be correcting their errors. Before turning over final.
4. Unforeseen Circumstance 3- Wing Walls at showers deteriorated – Sheetrock is hot will need to be abated. This was determined after consultation with the Abatement Consultant. The proposed change to abate rotten/damaged wing walls at 16 showers came in yesterday at demolition and containment of \$25,632 and \$5,824 for air monitoring. ED has asked for a quote from AAR Inc., an abatement contractor

company to compare the cost because she feels this amount is excessive considering the size of the job remaining.

ED Brennan continued to discuss this information and share with the board pictures from the current status of the project. No motion was needed, this is informational only.

Item 8. Adjournment

Motion: Motion to adjourn by Commissioner Goodwin, seconded by Commissioner Todd. Motion passed 5/0. The meeting was adjourned at 4:55 pm.