

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

&

NOTICE OF PUBLIC HEARING TO DISCUSS GHA'S ANNUAL AND FIVE-YEAR ACTION PLANS
AND ACCEPT COMMENTS FROM THE PUBLIC REGARDING PROPOSED ACTIVITIES

June 25th, 2020

Item 1. Call the meeting to order, meeting started at 3:04 pm.

ED Proceeded to take roll call. The following commissioners were present:

Roll Call. Commissioner Raper, Commissioner Goodwin, Commissioner Karr, Commissioner Todd, and Commissioner Ramsey were present. Absent: Commissioner Barton, Commissioner Bradford

Item 2. Pledge of Allegiance - Board members present, and staff present proceeded to recite the pledge of allegiance.

Item 3. Public Comment - No Public Comment

Item 4. Public Comment on GHA's Annual and Five-Year Action Plans – 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 5. Discussion, Consideration and Possible Action to approve the minutes of the May 28, 2020 regular meeting, Nikki Brennan, Executive Director

Item 6. 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: A motion was made by Commissioner Karr to accept the consent agenda Item 5, 6 (a-i) Commissioner Todd seconded the motion and the motion passed 5/0

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

Item 7. Discussion, Consideration and Possible Action to Approve GHA's Annual and 5 Year Action Plan. – Nikki Brennan, Executive Director. Resolution 701

ED Brennan explained the Public Housing Agency Plan is a plan that informs HUD, residents, and the public of the Public Housing Agencies (PHAs) mission for serving the needs of low-income and very low-income families and the PHA's strategy for addressing those needs.

There are two parts to the PHA Plan: The annual plan and the 5-Year Plan, the 5-Year is submitted to HUD once every 5th PHA fiscal year, or when a revision is needed. The last approved 5 year was 2018-2022. GHA chose to use a fixed plan and is not regulated to make a submission to HUD until July 2022 unless new work items are added.

The GHA Board may revise GHA's five year plan or any revisions to the annual plan at any time, although if new work items are added to the annual or five year plan a new environmental will need to be approved by the county, and submitted to HUD before Capital Funds can be drawn down from ELOCCS.

The annual plan is not required to be sent to HUD but must be approved by the board and the PHA must conduct a public meeting to receive comments. GHA received no public comments at this public meeting or in writing during the public comment period.

The Annual Plan was put out for public comment and review beginning May 8, 2020 and was available for review at 210 West 18th Street on the public bulletin board and posted on the website. The Notice of Public Meeting and comments was published in the Williamson County Sun on May 10th, 2020.

Motion: A motion was made by Commissioner Todd to accept Resolution 701; Commissioner Karr seconded the motion and the motion passed 5/0

Item 8. Discussion, Consideration and Possible Action to approve the revised Personnel Policy - Nikki Brennan, Executive Director. Resolution 702

The ED discussed a possible revision to the Personnel Policy regarding adding hazard pay. She explained GHA is an essential business and employees are deemed essential workers. Hazard pay recognizes that some jobs expose workers to a greater risk of injury or death. For example, a worker who involves regular, in person interaction with residents, the general public or with co-workers who perform such work, or by regularly physically handling items handled by the public or co-workers who do that are deemed eligible for hazard pay. The ED recommended the board add the revision of hazard pay to the personnel policy. After discussion, it was agreed that the ED would determine if the CARES Act funding would cover hazard pay and the amount, if any.

Motion: A motion was made by Commissioner Todd to accept Resolution 702; Commissioner Karr seconded the motion and the motion passed 5/0

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

Board came out of Executive Session at 4:10 pm

No action taken.

- Item 10. Adjournment: Commissioner Goodwin made a motion to adjourn and Commissioner Ramsey seconded, and the motion was approved 5/0.

The meeting was adjourned at: 4:11 pm.