

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

Via Zoom Video Conferencing

May 28th, 2020

Item 1. Call the meeting to order, meeting started at 3:03 pm.

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

Roll Call. Larry Raper, Nikita Goodwin, Tom Karr, Brian Bradford, Tim Todd were present, Marcus Barton arrived late. Absent: Commissioner Ramsey

Item 2. 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 3. Discussion, Consideration and Possible Action to approve the minutes of the April 7th Special meeting and the April 30th Annual meeting, Nikki Brennan, Executive Director

Item 4. 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

Motion: A motion was made by Commissioner Karr to accept the consent agenda Item 3, 4 (a-j) Commissioner Bradford 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 5. Discussion, Consideration and Possible Action to award the Shady Oaks GHA Housing, LP roofing contract. – Nikki Brennan, Executive Director - Resolution 700

The executive director recommended using the TIPS Cooperative agreement to procure the services for replacement of the Shady Oaks roofs for two reasons. Shady Oaks needs to quickly procure to get the roofs done before the sewer project begins and replacement of roofs must be made within 365 days after the loss or damage occurs. Completion of the project must be done by June 18, 2020. Approval was received from Wells Fargo, Southwest Housing Corporation, and Multifamily HUD but GHA just received approval from PNC asset manager on May 13, 2020. Paragon roofing has confirmed they will be able to start on Monday, June 1st and be completed by June 15th. The completion is needed to receive the depreciation money of \$14,890 from the insurance company. The second reason is we have used Paragon Roofing on our Public Housing on a similar roof project and they did an amazing job. The original proposal from Paragon was negotiated for a cost reduction of \$9,975. The difference from the current roof proposal and the insurance monies is the deductible of \$25,000.

The executive director recommends the board award Shady Oaks GHA Housing, LP contract to Paragon Roofing, Inc. from Dallas, Texas in the amount of \$198,513.

Motion: A motion was made by Commissioner Bradford to approve Resolution 700. Commissioner Karr seconded the motion and the motion passed 6/0

Item 6. Adjournment: Commissioner Goodwin made a motion to adjourn and Commissioner Barton seconded, and the motion was approved 6/0.

The meeting was adjourned at: 3:17 pm.