

**MINUTES OF THE
BOARD OF COMMISSIONERS
MEETING
HOUSING AUTHORITY OF THE CITY OF MCKINNEY**

The regular meeting of the Board of Commissioners of the Housing Authority of the City of McKinney was held at 6:30pm on the 28th day of August 2012.

The meeting was called to order at 6:50pm. The following Commissioners were present:

Donald Stockford
Alonzo Tutson
Jim DeCoste

MHA staff in attendance:

Roslyn Miller
Michael Brooks
Sharon Green
Shawntee Alexander
Rebecca Salinas
Ed Kirkpatrick
Gary Kessler
Shamira Lawrence

Members of the general public in attendance:

Rick Johnston
Margaret May
Justin Beller

Michael Brooks gave the invocation.

There was a call to hear comments from the public. No comments were given from the public.

The next item was to consider/discuss/act on the minutes of the Board Meeting held on 4/24/12.

Commissioner Tutson motioned to table the minutes for 4/24/12. The motion was granted.

(08.24.12.01)

The next item was to consider/discuss/act on the minutes of the Board Meeting held on 7/24/12.

Commissioner Stockford motioned to approve the minutes as presented for 7/24/12. Commissioner De Coste seconded the motion. The board voted unanimously to approve the motion. (08.24.12.02)

The next item was to consider/discuss/act on Maintenance Update. Ed Kirkpatrick gave the maintenance update. Mrs. Miller gave a compliment to Mr. Kirkpatrick's efforts in completing the needs assessment of the current vacant units. Furthermore Ms. Miller advised the information was submitted to HUD in response to the occupancy rating. The Maintenance Team was acknowledged for their efforts. Commissioner Tutson also expressed appreciation for Maintenance Team and Michael Brooks for efforts in improving the properties and the interaction with residents. Mr. Kirkpatrick advised that the sewage back-up engineer's report was included in the board packet. Commissioner Stockford spoke briefly about his conversation with a city councilmember in regards to the issue. Mr. Kirkpatrick intends to meet with the public works director regarding the matter.

The next item was to consider/discuss/act on SEMAP and amendment to the S8/HCV Administrative Plan. The SEMAP for 6/30/12 will be certified and submitted to HUD. Ms. Miller submitted a brief overview of the SEMAP certification and requested the approval of the Board. Commissioner Johnson motioned to approve the SEMAP certification. The motion was seconded by Commissioner DeCoste. The board voted unanimously to approve the item. (08.28.12.03)

The next item was to consider/discuss/act on amendment to the S8/HCV Administrative Plan. Ms. Miller summarized the staff's recommendation to amend the occupancy standards to allow for 2 persons per bedroom. The recommendation is submitted as a part of the agency's efforts to work within the budget cuts. In addition, this amendment has already been adopted by many agencies in an effort to serve more families. Commissioner Johnson motioned to approve the amendment to the S8/HCV Administrative Plan occupancy standards effective October 1, 2012. The motion was seconded by Commissioner DeCoste. The board voted unanimously to approve the item. (08.28.12.04)

The next item was to consider/discuss/act on Financials. Mrs. Miller provided a brief overview of the Financials. MHA submitted Fiscal Year-End data on time with the help of new staff. Ms. Janie Brown gave a brief summary of the July 2012 Financial Report. Per Roslyn Miller, the financials from the fee accountant will be presented at the next Board Meeting. The agency's biggest concern is collecting fees on Portability. Janie Brown and Devona Harvey will be actively pursuing this recovery of funds. Ms. Miller also summarized an update from the fee accountant. No further action was taken. (08.28.12.05)

The next item was to consider/discuss/act on Millennium Project and Master Development Update. Ms. Miller presented a brief update on the Millennium Project. Mr. Bolin sent a response which was included in the board packet. After briefing comments and questions from the Commissioners, Commissioner Tutson expressed his gratitude for the follow-up by Commissioner Stockford.

Interim Executive Director's Report

Ms. Miller gave a brief summary and overview of the following agency affairs:

Stakeholder's meeting 8.01.12

Resident Focus Meeting 8/18/12 had a successful turnout of residents. Questions and concerns were presented by the residents and properly addressed.

THA Conference Participation week of 8/20-24

Back to School Event on 8/25/12 was an enormous success.

SEMAP due 8/29/12.

The Taylor Law Firm was successful in acquiring 2 Judgments on behalf of MHA.

The Environmental was released on 8/16 and submitted to HUD. Funds were released the week of 8/27/12.

Mr. Kirkpatrick received commendations on his professionalism and knowledge of the business from City of McKinney staff.

PIC Submission

Roslyn Miller expressed her pride for the efforts of the MHA team.

Staff Focus Group Meeting with Michael Bowen 8/27/12

Commissioner Stockford and DeCoste expressed their appreciation to MHA for sending them to the conference.

Commissioner Tutson thanked the staff for sacrificing their attendance to the conference in order for the Commissioners to attend.

Chairman's Report Chairman Tutson gave a brief report on the following:

MHA Back to School Drive- A great success

McKinney Money Magazine Rating- McKinney is at number #2

THA Conference-Commissioner Tutson was able to network and get valuable information. He suggested partnering with other agencies that have been through the transition that we are currently experiencing.

Commissioner Stockford gave an overview of his perspective of the THA Conference and the Commissioners training.

General Commentary-Commissioner Tutson expressed his desire to see MHA implement programs like Reconnecting Fathers with Families. He will share more information to explore options that MHA can do to assist families with this challenge.

Request to add items for future consideration on the agenda to allow MHA staff to be aware of potential items on agenda. This will allow staff time to prepare and establish a plan of action.


Mr. Richard Johnston (MHA resident) requested to speak and his request was granted. He questioned as to where the MHA policies written down and how the tenants can have access to the policies. Mr. Tutson advised him that the policies are available and specific documentation is included in the lease. Ms. Miller also advised him that he can view a copy of the Admissions and Occupancy Policy at his request. Mr. Johnston expressed his desire to have a resident handbook. Mr. Tutson advised that he should bring it up at the next Resident Council meeting. The Chairman advised of the monthly meetings held to go over the new lease and policies. Mr. Richard Johnston also expressed concern about not receiving information on meetings. Mrs. Miller advised Mr. Johnston to make an appointment for next week so they could talk about him getting reengaged in the Resident Council and volunteering with the agency to improve resident relations.

Executive Session: Commissioner Tutson adjourned the meeting to executive session at 8:09pm

The board returned from executive session at 9:16pm. The Chairman called for a motion on executive session items. Commissioner Stockford motioned to approve the waiver requested by staff. Commissioner DeCoste seconded the motion. The approval was unanimous.

The next item was to adjourn. Commissioner Tutson adjourned the meeting at 9:17pm.


Chairman


Secretary

Date: 09/25/12