

**MINUTES OF THE
BOARD OF COMMISSIONERS
MEETING**

HOUSING AUTHORITY OF THE CITY OF MCKINNEY

A special meeting of the Board of Commissioners of the Housing Authority of the City of McKinney was held at 5:30PM on the 16 of April, 2013.

The meeting was called to order at 05:34pm. The following Commissioners were present:

Donald Stockford
James DeCoste
Thomas Johnson
Julie Smith

MHA Staff Present:

Roslyn Miller
Michael Brooks
Becky Salinas
Skyler Mejia

Members of the public present were.

Nicole Tate
Nicki Leeks
Cloma Porter
Rena Porter

Chairman Stockford called the public hearing to order at 5:34pm. He requested the invocation be a silent prayer for the victims and repercussions of the Boston Marathon Bombing.

Chairman Stockford requests comments from the public. Ms. Miller makes him aware that no formal requests have been made.

The board moved to discuss the previous meeting minutes during the Executive Session.

The next item is the Public Hearing for the Fiscal Year 2014 Annual/Five Year Plan.

Ms. Miller has made the draft of the Fiscal Year Plan available to residents online, during council meetings, and during annual briefings. No comments have been received as of today via mail, in person, or by fax.

Commission Johnson makes a comment that it is disappointing that no comments have been made on the documents presented to them. He is unsure whether or not the residents are able to read or

understand the documents presented to them. He suggests getting considerations as to how to get input from the residents in order to properly serve them.

Chairman Stockford asked if this Fiscal Annual Plan, including any changes to the mission statement, must be ratified by May 2nd 2013. Ms. Miller answered that a draft will be sent, including the changed mission statement, for approval by the board on May 2, 2013.

Commissioner DeCoste asks what input could be given by residents in order to influence changes in the Fiscal Annual Plan.

Commissioner Smith says any resident input on issues that directly affect their day to day lives and how they interact with the Housing Authority.

Commissioner DeCoste asks wouldn't questions/comments as such be directed to the Resident Council, and then brought to the attention of the Board. Commissioner Smith agrees that it would make more sense.

Commissioner DeCoste asked if a joint meeting with the Resident Council and the Board be beneficial to helping residents understand issues such as the Annual Plan. Ms. Miller says that the Annual Plan is the strategic plan of the agency to carry out its mission and plan for servicing the community. It allows the public, HUD and the Authority to monitor its accomplishment of those objectives.

Chairman Stockford says he does not believe that all of the items included in the Annual Plan are going to affect all residents, but some will. A specific item in the Annual Plan that is a priority is to place a Resident Service Coordinator to work in liaison with Resident Council.

Ms. Miller says many of your larger Section 8 and Public Housing agencies typically have a Resident Services Coordinator. Chairman Stockford believes that if the Resident Services Coordinator is not placed, the Board needs to be accountable to explain why.

Mr. Brooks says that the MHA has attempted to raise resident attendance at monthly tenant briefings within the last 10 months. Chairman Stockford says that when the Board held a meeting at Newsome, attendance was higher. He asks if attendance would increase if the Board held meetings at Newsome versus the Merritt Community Center.

Mr. Brooks believes that it is better to hold Board meetings at Merritt. He does believe it would be beneficial for a board member to attend the Residential Council meetings.

Commissioner DeCoste hasn't attended a Resident Council meeting because he has not received an agenda or had any correspondence from the Head of the Resident Council meeting. He mentions that as a Residential Commissioner, there is a very fine line as to what he can do when attending a Resident Council meeting.

Chairman Stockford says that the Board will work on creating more information flow between the Board and the Resident Council.

The next item discussed is to Consider/Discuss/Act of RFP for Lawn Care Services.

Ms. Miller tells the Board that the RFPs were submitted by noon April 16, 2013. After Mr. Kirkpatrick reviewed and discussed each bid with Ms. Miller, the staff recommendation is for Hernandez & Sons Lawn Company. The RFPs were included in the Board's informational packets today, April 16, 2013, for approval.

Commissioner DeCoste asks if the recommended RFP exceeds the budget. Ms. Miller says the staff recommended vendor bid is within budget range.

Ms. Miller continues to explain the terms of the agreement between the MHA and Hernandez & Sons Lawn Care Company regarding what services the company will provide on a monthly basis for all of the Housing Authority's properties within the 12 month contract. Any services needed that were not included in the initial bid will be an extra cost.

Commissioner Smith moves to approve the Hernandez & Sons Lawn Care Company contract. No second is given.

Commissioner Johnson will not second the motion to approve the lawn care contract as he is not pleased in regard to how the financial information is presented to the Board. He would prefer that financial information is extracted and summarized for the Board in order to digest information more quickly.

Commissioner Smith says to discuss how information is presented to the Board in the executive session. She would prefer that the Board not impede the landscaping contract because of a document preparation issue.

Chairman Stockford called again for a motion to approve the recommendation for lawn care services. Commissioner Smith moves to approve the Hernandez & Sons Lawn Care Company contract. Commissioner DeCoste seconds the motion. The Board approves the item.

The next item is Consider/Discuss/Act on RFP for Gas Re-Pipe.

Ms. Miller tells the Board that the RFPs were submitted by noon April 16, 2013. Mr. Kirkpatrick has reviewed the work necessary on the properties and each bid submitted to the Housing Authority and has recommended North Texas Custom Plumbing's bid. The bid covers all necessary work and is within budget.

Commissioner Smith mentions the disparity of cost between the bids. Ms. Miller says that the Mr. Kirkpatrick has already spoken to the vendor and has been reassured of the expected expense.

Commissioner Smith moves to approve bid from North Texas Plumbing. She says not accepting the bid and beginning work, it affects the Housing Authority's occupancy rates, which is the focal point for the Board.

Commissioner Johnson agrees with Commissioner Smith and is not pleased with presentation of documents to board. He declares his disapproval of the present Executive Director.

Chairman Stockford asks for a second to approve North Texas Plumbing's bid. Commissioners DeCoste and Johnson second and the Board approves the item.

The next item to be discussed is Consider/Discuss/Act on correspondence from Housing and Urban Development – Action Plan.

Commissioner Johnson moved to have this item tabled until the Executive Session.

The next item discussed was the Chairman's Report.

Chairman Stockford asks for general commentary from the Board and public attendants of which there are none.

Chairman Stockford was pleased to receive correspondence from the City inquiring after projects the Housing Authority and Board are involved with. Per the correspondence from Sandy Hart, Ms. Miller had not responded with a copy of the MHA bylaws. Ms. Miller did respond to Sandy Hart's request for bylaws, and advised that the items were not in MHA current records.

Commissioner Johnson questions whether the Housing Authority has record of it's or the Board's bylaws. Ms. Miller states the items were not in her records.

Chairman Stockford will contact the Board's previous Chairman to inquire about bylaws. Commissioner Johnson will contact the previous Executive Director to inquire about bylaws.

Nicole Tate says that housing authorities don't typically have bylaws. The bylaws are typically drafted for the Board of Commissioners, in order to govern themselves.

Commissioner Johnson requests an electronic copy of what Ms. Miller sent to the city in response to their request. Commissioner Smith requests an itemized email with what has been sent in response to the City's requests. Ms. Miller will provide these to the Commissioners.

Commissioner Smith wants to receive an explanation of the purpose for and the reason the City requested the information. She says she will go to the City, with Ms. Miller, in order to open the discussion. Commissioner DeCoste agrees.

Chairman Stockford says that Sandy Hart requested the information on Developer ICP agreement that resolves the consent decree and the Bylaws for MHA from him. He agrees that Ms. Miller and Commissioner Smith should go to question the City in regard to why they are requesting the information.

Chairman Stockford says that the meeting with Michael Quint, City of McKinney's Director of Planning, Barry Shelton, and City of McKinney's Director of Strategy, Ms. Miller, and himself is scheduled. He

hopes that the meeting will assist in future strategy meetings between the City, the Board, and the Housing Authority.

Chairman Stockford moved to end the public hearing and break for ten minutes before the Executive Session. The Board agreed and adjourned the public hearing at 6:57pm.

The board returned from executive session at 8:57pm.

No action was taken on discussions from the executive session.

Commissioner Johnson motioned to adjourn. Commissioner DeCoste seconded the motion. The board voted unanimously to adjourn.

The meeting adjourned at 8:58pm.

Chairman

Date

Secretary