

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

The meeting of the Board of Commissioners of the Housing Authority of the City of McKinney, Texas was held at 1200 N. Tennessee St. at 5:15pm on June 28, 2011.

Commissioner Gretchen Gayowski called the meeting to order at 5:20pm and established a quorum.

The following Commissioners were present:

Gretchen Gayowski

Donald Stockford

Elinor Williams

The McKinney Housing Authority staff members in attendance were:

Beth Bentley

Laury Bravo

Roslyn Miller

Commissioner Stockford gave the invocation.

Commissioner Gayowski called for comments from the public. There was none present.

The first order of business was to review and adopt the minutes of the meeting held May 24, 2011. Commissioner Gayowski called for an action on the item. Commissioner Elinor Williams motioned to approve the minutes as presented. Commissioner Stockford seconded the motion. A vote was taken with the following results.

Ayes: Gayowski

Williams

Stockford

Nays: None

Commissioner Gayowski asked the Board to skip to item seven on the agenda. The item was to consider/discuss/act on monthly financials. The first item of the financials to consider was the Portability Write-offs through June 28, 2011(11.07). Staff member Laury Bravo reminded the Board that this item was tabled at the last meeting to allow the Chairman to follow-up with Grand Prairie Housing Authority. Executive Director Beth Bentley advised the Board that the correspondence asked for the agency to respond by June 20th. To date there was no response. After brief comments, Commissioner Stockford motioned to approve the request to write-off the outstanding balance owed from Grand Prairie Housing Authority for \$29, 769.96. Commissioner Williams seconded the motion. A vote was taken with the following results.

Ayes: Stockford

Williams

Gayowski

Nays: None

The next financial item to be considered was to consider/discuss/act on PH Program Write-offs for FYE 06/30/11 (11.10). Staff member Roslyn Miller advised the Board that the write-offs being submitted was for the clients that have moved out through 06/27/11. Commissioner Stockford motioned to approve the Public Housing write-off balance of \$8558.21. Commissioner Williams seconded the motion. A vote was taken with the following results.

Ayes: Williams

Stockford

Gayowski

Nays: None

The next item on the agenda to consider/discuss/act on S8 Program Write-offs for FYE 06/30/11 (11.11). Staff accountant Laury Bravo advised there were no S8 Program Write-offs at this time. No further action was needed.

The next financial item on the agenda was to consider/discuss/act on 2011-2012 Operating Budget approval. Staff member Laury Bravo reviewed the proposed budget with the Board. After several questions Commissioner Stockford motioned to approve the budget as presented. Commissioner Williams seconded the motion. A vote was taken with the following results.

Ayes: Gayowski

Williams

Stockford

Nays: None

The final financial item on the agenda was to consider/discuss/act on PH and S8 Check write-offs for FYE 06/30/11 (11.13). Laury Bravo advised there were no check write offs to consider. No further action was required.

Commissioner Gayowski called for the next item on the agenda which was to consider/discuss/act on Public Housing and Section 8 Program reporting. Item A was to consider/discuss/act on vacancies – status of make ready and lease-ups. Director Beth Bentley spoke to the Board regarding the vacancies. Ms. Bentley commended the staff on their efforts to finalize the reporting to HUD to secure the units that have been set off line for modernization. Staff member Roslyn Miller reviewed the update for Public Housing and S8 lease-ups. No action was needed.

The next item on the agenda was to consider/discuss/act on Executive Director's Report. Ms. Bentley advised the Board of the resignation of Commissioner Jimmie King. The Board enquired about the replacement procedure. Ms. Bentley advised that the agency would notify the City. From there the City will inquire as to whether or not we need an immediate replacement or not. Ms. Bentley advised that we would wait to see what feedback the City provided. No further action was needed.

Commissioner Gayowski called for a five minute break at 5:12pm. The meeting resumed at 5:19pm in which Chairman Tutson joined the meeting.

The next item on the agenda was to consider/discuss/act on Chairman's Report. Chairman Tutson advised of the City's 4th of July event, Red, White and Boom. Chairman Tutson encouraged all to attend. No action was needed.

Chairman Tutson directed the attendees to review item number five. The item was to consider/discuss/act on Ground Floor Development Support for TDHCA Application. Ms. Bentley advised the Board of the request of the developer to submit the letter of recommendation and to attend the TDHC meeting in July. The Board advised of their concerns with the letter and advised of recommended changes.

The next item on the agenda was to consider/discuss/act on FYE 6/30/11 Audit Proposals. The Board submitted their tally sheets for each proposal submitted. The Chairman tallied the results as the Board commented on the various submissions. The Chairman reviewed the scores and pronounced the high score. Commissioner Gayowski motioned to approve Weaver as the FYE 06/30/2011 auditor. Commissioner Williams seconded the motion. A vote was taken with the following results.

Ayes: Tutson

Stockford

Williams

Gayowski

Nays: None

Chairman Tutson called for a motion to adjourn. Commissioner Williams motioned to adjourn. Commissioner Gayowski seconded the motion. The meeting adjourned at 6:46pm.

Secretary

Chairman