

**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 11:00am on the 1st of November 2012.

The meeting was called to order at 11:10am. The following Commissioners were present:

Donald Stockford  
Alonzo Tutson  
Jim DeCoste  
Tom Johnson  
Justin Beller

**MHA staff in attendance:**

Roslyn Miller  
Shamira Lawrence  
Ed Kirkpatrick  
Margaret Coverson  
Michael Brooks  
Devona Harvey

**Members of the general public in attendance:**

Nikki Leeks  
Patsy Alexander  
Sarah Crammer  
Michael Bowen  
Ms. Dorothy Hall  
Ms Patricia Williams  
Juan Piggee – IT Services  
Michael Bowen – HSA/Centrepointe

**Commissioner Tutson called for the invocation and Mr. Stockford responded.**

**There was a call to hear comments from the public**

Ms. Patsy Alexander expressed concerns about maintenance issues. She was concerned about having to change light bulbs, change filters, and batteries in smoke detectors. She requested training on these minor maintenance requests. She also talked about the heating in her unit.

**The next item was to consider/discuss/act on minutes of the meeting held on 10/23/12.** After brief questions and comments Commissioner Stockford motioned to approve the minutes as presented for 10/23/12. Commissioner Johnson seconded the motion. A vote was taken and the minutes were approved unanimously.

**The next item was to consider/discuss/act on Maintenance Make Ready RFP.** Mr. Kirkpatrick spoke in depth about the RFP's that were submitted to maintenance. After brief questions and comments Commissioner Stockford motioned to accept Mr. Kirkpatrick's recommendation to approve the proposal submitted by United Renovations. Commissioner Johnson seconded the motion. The board voted unanimously to approve the motion.

**The next item was to consider/discuss/act Millennium Project Update.** Staff advised that correspondence was sent to ICP requesting a waiver regarding the submission of an RFP in accordance with the consent decree.

**The next item was to consider/discuss/act on Master Development and Rental Assistance Demonstration Project Application Update.** Mr. Michael Bowen gave an update. The RAD application under Newsome Homes was submitted and accepted. It is expected that MHA will have a response to the application in December.

**The next item was to consider/discuss/act on RFP for Fee Accountant Services.** Commissioner Johnson motioned to table the item to executive session to clear up areas of concern or questions. Commissioner Stockford seconded the motion. The board voted unanimously to approve the motion to table item to executive session.

**The next item was to consider/discuss/act on RFP for IT Services.** Commissioner Johnson motioned to table item to executive session to clear up areas of concern or questions. Commissioner Decoste seconded the motion. The board voted unanimously to approve the motion to table item to executive session.

**The next item was to consider/discuss/act on Public Housing/ Section 8 Program Update Statistical Summary.** The Board entertained a brief discussion and commentary about the summary. No action was required.

**The next item was to consider/discuss/act on Financials.** Ms. Devona Harvey gave a brief report on the Financials. No action needed.

#### **Interim Executive Director's Report**

Ms. Miller requested the December Board Meeting be changed to December 18<sup>th</sup> at 6pm. The Board accepted this request.

#### **Chairman's Report**

The Chairman thanked the staff for their commitment and requested that the staff and residents attend the City Council Meeting on November 6, 2012.

He also encouraged attendees to participate in the Veteran's Day Ceremony on Saturday, November 10<sup>th</sup> @ 11am.

#### **General Commentary**

Resident Patsy Alexander reminded attendees to get out and vote.

Commissioner Stockford questioned about early voting and absentee ballots. He also spoke about the meeting with the City of McKinney for the Boards and Commissions and gave his take on the outcome of the meeting.

Commissioner Decoste suggested that MHA should present their projects to the City of McKinney through the retained Development Staff.

**The next item was to adjourn.** Commissioner Tutson adjourned the meeting at 12:19pm to executive session. The Board of Commissioners returned from executive session. The Chairman asked for a motion on the items addressed in executive session.

Fee Accountant Services – Commissioner Beller motioned to approve the staff recommendation for Fee Accountant Services. Commissioner Johnson seconded it. The board voted unanimously to approve the item.

IT Services – Commissioner Johnson motioned to approve Willow Bend Systems. Commissioner Stockford seconded the motion. The board voted unanimously to approve the item.

Commissioner Johnson motioned to initiate a search for an Executive Director. The position will be posted November 5, 2012 to December 10, 2012. Commissioner Stockford seconded the motion. The board unanimously approved the motion.

Commissioner Johnson motioned for the board to provide a specific job description for the Interim Executive Director. Commissioner DeCoste seconded the motion. The board unanimously approved.

The Chairman called for a motion to adjourn. Commissioner DeCoste made the motion. Commissioner Johnson seconded the motion.

The meeting adjourned at 1:07pm.

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Chairman

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Date

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Secretary