

**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 5:15p.m. on May 24, 2011.

Commissioner Alonzo Tutson called the meeting to order at 5:18 p.m. and established a quorum.

The following Commissioners were present:

Elinor Williams
Donald Stockford
Gretchen Gayowski
Alonzo Tutson

The McKinney Housing Authority staff members in attendance were:

Donny Hernandez
Laury Bravo
Roslyn Miller

Members of the public in attendance were:

There were ten persons from the public in attendance including representatives from the following.
Inclusive Communities Project – Ann Lott
City of McKinney – Martin Sanchez
Ground Floor Development – Frank Palacia, Brandon Bolin, Levi Wild and Alan McDonald

Commissioner Stockford gave the invocation.

Chairman Tutson called for comments from the public. There were no requests for comments.

The first order of business was to review and adopt the minutes of the meeting held May 3, 2011. Commissioner Elinor Williams motioned to approve the minutes as presented. Commissioner Stockford asked for clarification regarding the request made by resident Rick Johnston. The minutes indicated that ‘they’ would follow-up with a response. The Commissioner asked who the “they” was. Chairman Tutson advised that he along with the MHA staff responded to the request made by Mr. Johnston. Commissioner Stockford seconded the motion. A vote was taken with the following results.

Ayes: Alonzo Tutson
Gretchen Gayowski
Donald Stockford
Elinor Williams

Nays: None

The Chairman then called for the next item to be considered. The item was a special presentation per the Inclusive Communities Project: The Millennium – McKinney. Representatives from Ground Floor Development, Frank Palacia-Architect, Martin Sanchez-Civil Engineer, Brandon Bolin, Levi Wild and Alan McDonald summarized their presentation of the project. The Board asked questions and the representatives responded.

In addition, Ann Lott with Inclusive Communities Project (ICP) addressed questions regarding the role of ICP.

The group asked the Board if they were going to take action and the Board advised they would not take any action at this time.

The next item on the agenda was the review of the monthly financials. Staff member Laury Bravo provided an overview of the 12/31/10 financials. The Board asked various questions about the information provided, Ms. Bravo responded. There was no action needed.

The next item on the agenda was to consider/discuss/act on Public Housing and Section 8 Program Reporting. Staff member Roslyn Miller advised the Board of the agency’s efforts to manage its voucher utilization. The report advised of the number of applicants on the Section 8 wait list and the issuance of five new vouchers since December. Ms. Miller also advised of the aggressive joint effort between maintenance and the Program Staff to lease up vacant units. The Board inquired about the number of units available and how the make ready process was going. Maintenance Supervisor, Donny Hernandez, advised of the ongoing support from volunteers and maintenance staff. Additionally, Mr. Hernandez advised of the request to procure contractors to speed up the process. The procurement request to bid out unit modernization and award a contract was presented to the Board. Commissioner Donald Stockford motioned to approve the procurement request. Commissioner Gayowski seconded the motion. A vote was taken with the following results.

Ayes: Alonzo Tutson
Gretchen Gayowski
Donald Stockford
Elinor Williams

Nays: None

The Chairman called for the next item on the agenda to consider/discuss/act on Write-Offs as of April 30, 2011 (11.07). Ms. Miller advised the Board that the fiscal year end write-offs for Public Housing would be submitted for the June Board meeting. Ms. Bravo presented the Portability write-offs for the Section 8 department. The request was made for a write-off of uncollectable debt from the Housing Authority of Grand Prairie. After much debate about the matter, the Board voted to table the matter until the next meeting to allow the Chairman to make contact with the Grand Prairie Director to attempt to resolve the matter. Commissioner Williams made a motion to table the matter. Commissioner Gayowski seconded the motion. A vote was taken with the following results.

Ayes: Donald Stockford
Gretchen Gayowski
Alonzo Tutson
Elinor Williams

Nays: None

The next item on the agenda was to consider/discuss/act on Delinquency Report as of April 30, 2011. Ms. Miller advised the Board that the agency was still working through the data conversion and the information was not complete. Therefore, the information would be presented in the June meeting. No further action was taken.

The next item on the agenda was to consider/discuss/act on the Director's Report. Staff member Roslyn Miller spoke in the absence of the Executive Director. Per the report previously submitted to the Board, Ms. Miller reminded the Board of the pending Texas Housing Association (THA) Conference. A request was made to schedule a special meeting to review the 06/30/11 audit RFP. Commissioner Williams motioned to approve a meeting date for June 14, 2011 at 5:15pm. Commissioner Gayowski seconded the motion. A vote was taken with the following results.

Ayes: Gretchen Gayowski
Alonzo Tutson
Donald Stockford
Elinor Williams

Nays: None

The final item on the report was to make the Board aware of the Father's Day Celebration at McKinney Housing Authority on Saturday June 18th at 11:00am. Commissioner Williams, the Event Coordinator, advised of the planning efforts. The Board members shared their enthusiasm. No further action was needed.

The next item on the agenda was to consider/discuss/act on the Chairman's Report. Chairman Tutson advised of the Memorial Day Celebration at Ross Cemetery on May 30th. He also advised of the Juneteenth Celebration at Old Settler's Park on June 18th.

Chairman Tutson called for a motion to adjourn. Commissioner Stockford made the motion. Commissioner Gayowski seconded the motion. The meeting was adjourned at 8:09pm.

Alonzo Tutson, Chairman

Secretary