

Minutes of Meeting of  
The Housing Authority of the City of Galveston, Texas  
Island Community Center – Community Room  
4700 Broadway, Galveston, TX 77551  
December 11, 2018 – 9:00 a.m.

The Board of Commissioners of the Housing Authority of the City of Galveston, Texas (GHA) met as stated above. Chairman Melvin Williams called the meeting to order at 9:00 a.m. and declared a quorum was present. He further clarified that the meeting was duly posted. The following commissioners were noted present: Chairman Melvin Williams; Vice-Chairman J.T. Edwards; Raymond Turner; Gregory Garrison; and William Ansell.

Commissioners Absent:     None

Others Present:             Mona Purgason, Executive Director  
                                  Carla Cotropia, Legal Counsel

Approval of Minutes of Previous Meetings

Commissioner Garrison moved to approve the minutes of the October 29, 2018 meeting. Commissioner Ansell seconded. The following vote was recorded:

AYES: Williams, Turner, Garrison, Ansell  
Abstentions: Edwards

NAYS: None  
Absences: None

Financial Statements

Arvle Dunn, Finance Director, reported the following for October, 2018:

Total Operating Revenue:	\$ 6,965,267
Total Operating Expense:	\$ 6,411,017
Residual:	\$ 554,250
Total Liabilities & Net Assets:	\$109,087,995

Discussion Items/Resolutions

**Resolution #2840 – Approval of Awarding a Contract for Grievance Hearing Officer** – Mr. Dunn presented the resolution to approve a contract with the Law Office of Savannah Robinson for grievance hearing services for a term of one year with a one-year renewal option. Ms. Purgason stated Savannah Robinson had been the Grievance Hearing officer for GHA for several years, and that it was a HUD requirement for GHA to provide a grievance process for any participant who disagrees with a GHA decision. Commissioner Garrison moved approval, and Vice-Chairman Edwards seconded. The Resolution was approved unanimously.

**Resolution #2841 – Approval of Awarding a Contract for Lawn Care Services** – GHA conducted an open bid process for the lawn maintenance of all GHA properties, and HydroZone Landscape Corporation was the lowest bidder. Mr. Dunn presented the resolution to approve a contract with HydroZone for lawn care services for a term of one year with a one-year renewal

option. Vice-Chairman Edwards moved approval, and Commissioner Turner seconded. The Resolution was approved unanimously.

**Resolution #2842 – Approval of Awarding a Contract for Gulf Breeze Fire Alarm System Upgrades**

– Ms. Purgason stated GHA was required to make improvements to the fire alarm system at Gulf Breeze. John Williams, Maintenance and Modernization Director, stated Siemens (manufacturer of the current system) provided a quote based on the government contracted rate (GSA pricing). Mr. Williams further stated capital funds provided by HUD would be used for this upgrade, and that the proposed upgrades were approved by the City of Galveston Fire Marshal. Vice-Chairman Edwards moved approval, and Commissioner Turner seconded. The Resolution was approved unanimously.

**Development and Scattered Sites Update**

Deyna Sims, Development Director, reported that 32 of the GLO-developed scattered sites were in some phase of construction and 65 were complete with 61 occupied.

Ms. Sims further reported there was one vacancy at The Cedars at Carver Park, and 10 (2 subsidized) vacancies at the Villas on the Strand, and there were apps pending for the two subsidized units at the Villas. She stated the management company expected an influx of students to rent the market rate units at the Villas in January.

**Human Capital Update**

Alex Stephens of Urban Strategies reported that there were a total of 380 people (134 families) in the GHA Human Capital program, an increase in enrollment of 17% since the beginning of 2018. He further reported that since the beginning of the program, there had been 225 established development plans and 106 had been closed with positive outcomes. Mr. Stephens reported that 75% of able-bodied residents in the program were working, and there had been a 28% increase in the hourly rate and a 32% increase in monthly income during 2018. Four participants had enrolled in a GED program and 2 had completed it. Three residents earned a Bachelor's degree and one completed an Associate's degree. Mr. Stephens stated tenants in the program were provided with general ballot and voting information on the most recent election and rides to the polls were provided to those who needed them (residents were provided with information on the voting process only, no influence as to how they voted).

**Secretary's Report**

Mona Purgason reported that GHA's Resident Services department was busy with multiple trips and activities including Veteran's Day, Thanksgiving, and Holiday activities and trips to the mall and Froberg Farms. She further reported that GHA's Public Housing developments were 99% occupied, and there was a 98% yearly lease-up rate in the Housing Choice Voucher Program, with 47 families with vouchers currently searching for housing.

**Public Comments**

Reverend Lawson stated he would like more handicapped parking spots at Gulf Breeze and he complimented a maintenance employee on his work at Gulf Breeze.

Leon Phillips stated that the Galveston Collaborative organizations have decided they would rather see the Oleander site be converted into a mixed income community and not be sold as a commercial property.

**Commissioners' Comments**

The Board members wished everyone Happy Holidays.

The Board meeting was adjourned at 9:48 a.m.