

Minutes of Meeting of
The Housing Authority of the City of Galveston, Texas
Island Community Center – Community Room
4700 Broadway, Galveston, TX 77551
June 24, 2019 – 9:00 a.m.

The Board of Commissioners of the Housing Authority of the City of Galveston, Texas (GHA) met as stated above. Vice-Chairman J.T. Edwards 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: Vice-Chairman Edwards; Raymond Turner; William Ansell; and Gregory Garrison.

Commissioners Absent: Williams

Others Present: Mona Purgason, Executive Director
Robert Booth, Legal Counsel

Approval of Minutes of Previous Meetings

Commissioner Turner moved to approve the minutes of the June 5, 2019 meeting. Commissioner Garrison seconded. The motion was approved unanimously among the Commissioners present (Edwards, Turner, Ansell, and Garrison).

Human Capital Update

Alex Stephens reported that there were 136 households from Cedars at Carver Park and Villas on the Strand enrolled in GHA's Opportunity and Enrichment (Human Capital) program, representing 370 individuals. He further reported that seven youth recently graduated from High School and six of those plan to attend college in the fall. He reported that 70% of children in the program were enrolled in summer activities.

Financial Statements

Arvle Dunn, Finance Director, reported the following for May, 2019:

Total Operating Revenue:	\$ 18,946,351
Total Operating Expense:	\$ 18,540,183
Residual:	\$ 406,168
Total Liabilities & Net Assets:	\$109,590,718

Resolutions

Resolution 2851 – Approval to Award a Contract for Lawn Care Services – Deyna Sims, Procurement Manager, stated this Resolution was to contract with Parrish & Parrish Tractor Service LLC to complete the lawn care services at all of GHA's properties, as the previous lawn care contractor had to be released due to non-performance.

Commissioner Turner moved approval, and Commissioner Ansell seconded. The Resolution was approved unanimously among the Commissioners present (Edwards, Turner, Ansell, and Garrison).

Resolution 2852 – Approval to Award a Contract for Specialized Legal Services – Ms. Sims stated this Resolution was to contract with the Banks Law Firm for specialized legal services for the development of Oleander Homes and the remaining replacement units. Ms. Sims further stated three proposals were received when GHA advertised for the procurement, and the Banks proposal received the highest score by the evaluation committee.

Commissioner Ansell moved approval, and Commissioner Turner seconded. The Resolution was approved unanimously among the Commissioners present (Edwards, Turner, Ansell, and Garrison).

Resolution 2853 – Approval of Interlocal with PEBA to Provide an Employee Assistance Program – Mona Purgason, Executive Director, stated GHA has medical insurance through TML Health, but does not currently have an Employee Assistance Program. She further stated many municipalities utilize Deer Oaks through the PEBA alliance.

Commissioner Garrison moved approval, and Commissioner Turner seconded. The Resolution was approved unanimously among the Commissioners present (Edwards, Turner, Ansell, and Garrison).

Resolution 2854 – Approval of GHA FY2020 Budgets – Mr. Dunn stated the Resolution was the presentation of GHA budgets for fiscal year ending June 30, 2020. He further stated the budget included a three percent increase for inflation, and there was a net income reflected in each of the projected budgets.

Commissioner Turner moved approval, and Commissioner Ansell seconded. The Resolution was approved unanimously among the Commissioners present (Edwards, Turner, Ansell, and Garrison).

Resolution 2855 – Approval to Award a Contract for Roofing Services – Deyna Sims, Procurement Manager, stated the Resolution was to approve a contract for tear-off and re-roof services of 21 public housing scattered sites, pending the approval of the sole source procurement by HUD. The sole source procurement was necessary due to the bid being advertised twice, with only one bid received.

Commissioner Garrison moved to approve the Resolution contingent upon HUD approval of the procurement, and Commissioner Turner seconded. The Resolution was approved unanimously among the Commissioners present (Edwards, Turner, Ansell, and Garrison).

Discussion Items

Development and Scattered Sites Update

Deyna Sims, Development Director, reported that 69 of the GLO-developed scattered sites were complete and occupied with the remainder of the units expected to be completed by the end of the summer.

Ms. Sims further reported that 100% of the units at the Cedars at Carver Park were leased or occupied, with five vacancies pending move-ins this month, and 99% lease/occupancy at Villas on the Strand, with 100% of the market rate units leased and occupied.

Secretary's Report

Ms. Purgason stated the Commissioners had been provided a copy of GHA's Emergency Evacuation Procedures. She further stated GHA has a Memorandum of Understanding with the City of Galveston outlining roles and responsibilities in the event a mandatory emergency evacuation is called for the City of Galveston.

Ms. Purgason reported a 97% lease-up rate in Public Housing, and 99% yearly lease-up in the Housing Choice Voucher program.

The Board adjourned into Executive Session at 9:42 a.m. and reconvened the open meeting at 10:09 a.m.

Ms. Purgason presented Vice-Chairman Edwards with a plaque recognizing his service on the GHA Board since 2012. Vice-Chairman Edwards thanked his fellow Commissioners, GHA staff, HUD, GLO, and the community for their work and support.

The Board meeting was adjourned at 10:22 a.m.