

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 5:02 pm on June 25th by Chairman Mark Griffin, Jr. at the agency board room.

I. Opening prayer lead by Clarence Robinson, Jr.

II. Roll Call

Present

Mark Griffin, Jr.
Theresa Mitchell
Thelma Berry
Attorney Robert Duffy
Clarence Robinson
Jermaine Thompson
Dongelle Drexler
Kimberly Howard

Absent

Mike Girior

III. Approval of Regular Meeting Minutes:

To approve the minutes of Regular Meeting Minutes from May 28th 2020

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

IV. Old Business

VI. New Business

1. Resolution #2020-250-Write-Off Uncollected Rents-May 2020

Mr. Robinson informed the board that we had two resident rents to write-off. The total for the month that must be written off is \$870.30. Also attached is the ledger showing how much must be transferred back into the operating account.

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board write-off the uncollectable rent in the amount of \$870.30

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

2. Resolution #2020-251-Review and Approval of Payment #7 to Rock Enterprise Construction

Mr. Robinson informed the board that the four units located at Joe Ruffin is 100% complete. The units are in great condition and will be really nice for the families who move in. The only units that are left under the current contract are the four units in Shannon Homes and one unit in Brownell Homes. (See the attached unit photos in the 2018 modernization file).

The pay request today is for \$14,338.80.

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board approves payment #7 in the amount of \$14,338.80 to Rock Enterprises.

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

3. Resolution #2020-252-Review and Approval of the Agency 5-Year Plan and Agency Plan

Mr. Robinson submitted to the board members copies of the agency 5-year plan and the agency plan for review and approval. The plan is for 2021-2024 that must be submitted to HUD for approval. We did conduct our public hearing in which we had three residents to attend. This plan is just a snapshot of what we plan for the agency, but we can modify the plan as needed. One change that has been noted in the Agency plan is that we will take applications online moving forward starting in the fall of 2020. All of the other items in the plan will remain as is. **(See attached copies of the agency plan and 5-year plan).**

Motion by: Commissioner Berry

Second by: Commissioner Mitchell

That the board adopts the 5-year plan and the Agency Plan for the MCHA.

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

4. Resolution #2020-253-Review and Approval to Update the Agency Website for the Morgan City Housing Authority in Conjunction with the Berwick Housing Authority.

Mr. Robinson stated due to the COVID-19 we needed to update the way we communicate with our resident due to social distancing. To better serve the residents in this capacity, we will need to update both of the agency websites. Our current websites are managed by ADPG and needed to be updated to being to add the resident portion on the webpage. The updated website will be a piggy back website that will host the Berwick and Morgan City Housing Authority contents. Both submitted proposals have the same layout for cost. We received proposals from ADPG of Bayou Vista and Brooks Jeffrey of Mountain Home, AR. (See attached proposals). After a brief discussion the board decided to approval ADPG as the website provider in the amount of \$8400. The cost of the website will be split between the BHA and MCHA with payment coming from the HUD CARES act funding. Attorney Duffy stated that he would need to have a copy of the HUD document so that he can draw-up the interagency agreement stated the cost that would be divided and language covering contract. (See the attached bid information).

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board approves ADPG to update the website in conjunction with the BHA with method of a Piggy Back Website.

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

VII. Directors Report/Information

1. **Financial Report**---Mr. Robinson went over the financials for the month May 2020 that was received from HSA.

Low Rent Review—May 2020

Total Income: \$161,852.95

Expenses: \$130,630.21

Profit of: \$31,222.74

Mr. Robinson also informed the board that financially that our reserves stood at \$459,843.88, which is about 4 months of operating expenses. This is really good from where we come from over the last two year. With the agency having more units on modernization it is keep our expense down and also our units are not damaged as in time past. All of the capital fund monies are also obligated as per our HUD budget year. (See attached May Financials).

Mr. Robinson also stated that the tenant deposit account current balance was \$76,576.80.

Section 8 2020

The total HAP payment for the month of May was \$24,309.00, which give us a loss of (\$1325.00) for the month. We had a lost due to more residents being on unemployment due to the COVID-19 virus. We have issued 10 vouchers to get our HAP funding up to close the year out.

(See attached financial report).

2. **Public Housing Lease Up Report**

Ms. Kim Howard presented the attached public housing report. **(See enclosed report).**

3. **Section 8 Report**

Ms. Dongelle Drexler presented the Section 8 Report. **(See enclosed Section 8 Report).**

4. **Coronavirus Report**---Mr. Robinson stated that we had an increase in residents with the COVID-19 virus since we moved into Phase 2. This has caused more residents to move out without proper notice. Mr. Robinson stated that he would be sending a letter to the residents informing them of the proper move out procedures and to continue to practice social distancing.

Approval for the Directors Report/Information

Motion by: Commissioner Berry

Second by: Commissioner Mitchell

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

VIII. Adjournment

It was motioned by Ms. Berry and 2nd by Ms. Mitchell that the meeting be adjourned. Motion passed

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes