

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:01 pm on Thursday, August 24, 2023 by Commissioner Mark Griffin. at the MLK Center Board Room.

I. Opening prayer by all in attendance

II. Roll Call

Present

Mark Griffin, Jr.
Letitia Griffin
Timothy Matthews
Attorney Robert Duffy
Clarence Robinson, Jr.
Felicia Carrol
Jermaine Thompson

Absent

Mike Girior

Approval of Regular Meeting Minutes:

To approve the Regular Meeting Minutes from July 27, 2023

Motion by: Commissioner L. Griffin

Second by: Commissioner T. Matthews

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

III. Old Business-None

IV. New Business

1. Resolution #2023-385-Review and Approval to Write off Uncollectable Rent-July 2023

Mr. Robinson informed the board that the agency had three previous residents' uncollectable rents that needed to be written off due to the residents moving out without notification. This has been happening since the summer due to most of the residents moving to the area from Houma. Total amount to be written off is \$1641.92.

Motion by: Commissioner L. Griffin

Second by: Commissioner Matthews

That the board approve to write off \$1641.92 for uncollectable rent for the month of July 2023

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

(Motion Passed)

2. Resolution #2022-386- Review and Approval of the Disposition of Annotated Assets for the MCHA

Mr. Robinson informed the board that the agency had (9) refrigerators and (1) stove that needed to be written off due to the compressors going out and the stove gas valve not working properly. The board members reviewed the attached report and approved the write-off.

Motion by: Commissioner L. Griffin

Second by: Commissioner T. Matthews

That the board approve the Disposition of Annotated Assets for the MCHA-(9) Refrigerators and (1) Stove

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

(Motion Passed)

3. Resolution #2023-387-Rewiew and Approval of the Lawn Service Bids for fiscal year October 2023-September 30, 2023.

Mr. Robinson informed the board that the current contract with CAMO Cutters would be expiring on September 30th. The job was advertised in the local newspaper on Wednesday September 16th and Friday September 18th, 2023. The noted service was bid on separately for each of the agency's 4 locations as discussed last year, which will allow more local companies to bid on the job. Mr. Robinson informed the board that he had contacted (3) other companies informing them of the advertisement. Two companies submitted bids for the job: Camo Cutters and Liberty Landscapes. Camo bided on all four locations. Liberty only bid was for the Joe Ruffin location with a quote of \$8850.00. Camo Cutters' bid was in the amount of \$13,500.00. The board voted and approved Liberty Landscape the contract at the Joe Ruffin location.

The board reviewed the all the other locations and approved the following quotes for lawn service:

- **Brownell Homes** was awarded to **Camo Cutters** in the amount of **\$54,900.00.**
- **Jacquet Homes** was awarded to **Camo Cutters** in the amount of **\$14,230.00.**
- **Joe Ruffin Homes** was awarded to **Liberity** in the amount of **\$8850.00.**
- **Shannon Homes** was awarded to **Camo Cutters** in the amount of **\$14,250.00.**

Motion by: Commissioner L. Griffin

Second by: Commissioner T. Matthews

That the board approve the submitted bid for the lawn service contracts as presented.

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

4. Resolution #2022-387- Review and Approval of Payment #6 to Rock Enterprise Construction for the 2021 Modernization Project

Mr. Robinson informed the board that Mr. Firmin had submitted a pay request for Rock Enterprise for payment #6 in the amount of \$68,067.50. Current photos of the work that in progress was submitted and reviewed by the board.

Motion by: Commissioner L. Griffin

Second by: Commissioner T. Matthews

That the board approve payment #6 to Rock Enterprises in the amount of \$68,067.50.

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

(Motion Passed)

5. Resolution #2022-389- Approval the Purchasing of a Certificate of Deposit for the MCHA Investment

Mr. Robinson informed the board that the agency had extra insurance proceeds received due to Hurricane Ida in the amount of \$88,308.91. Mr. Robinson requested that the board take \$80,000.00 of those funds to place in a CD. Currently the agency does not have any investment funds and it would be a prudent financial decision being that the agency is in now a more stable financial position. Mr. Robinson submitted the current interest rates for MC Bank, Patterson State Bank and First Horizon. Mrs. Griffin stated that since we only bank with only one bank in the City we should try investing the funds in another local bank to establish a relationship with another bank now. The board went into discussion and approved to invest in a 6-month CD with Patterson State Bank allowing the Exec. Director to present all information to the bank for the CD to be approved. (See the attached CD Rates submitted).

Motion by: Commissioner L. Griffin

Second by: Commissioner T. Matthews

That the board approve that the agency invests in a \$80,000.00 CD with Patterson State Bank.

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

(Motion Passed)

Directors Report/Information

Financial Report----Mr. Robinson went over the July 2023 financials submitted by HSA. The agency had a total income of **\$262,692.81** with expenses coming in at **\$186,599.83** The agency had a profit for the month in the amount of **\$76,092.98** Year to date we are still at a positive of **\$191,013.19**

The agency paid out \$ 28,345.00 for HAP expenses for the month of July. The Section 8 HAP reserves are currently at \$1697.99 with administrative reserves at \$26,698.43.

2. Public Housing

Mr. Robinson presented the Public Housing Report for the month of August 2023. **Total units leased for the month of August 2023 is 278 out of a total of 293 units. Total lease up is at 96%.**

- 33 Families on the active waiting list.
- (See attached reports)

3. Section 8 Report

Mr. Robinson reviewed the Section 8 report with actual lease up for the month of August 2023.

- A Total of 54 families receiving Section 8 voucher assistance for the month of August 2023
- 15 families on the current Section 8 waiting list

Motion by: Commissioner L. Griffin

Second by: Commissioner T. Matthews

That the board approve the Directors Report and Information

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

(Motion Passed)

V. Adjournment

It was motioned by Commissioner L. Griffin and 2nd by Commissioner T. Matthews that the meeting be adjourned.

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner L. Griffin

Motion Passed