

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:11 pm on Thursday, November 16, 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.
Timothy Matthews
Mike Girior
Attorney Robert Duffy
Clarence Robinson, Jr.
Kimberly Howard
Felicia Carrol
Jermaine Thompson

Absent

Lettia Griffin

Approval of Regular Meeting Minutes:

To approve the Regular Meeting Minutes from October 26, 2023

Motion by: Commissioner M. Girior

Second by: Commissioner T. Matthews

III. Old Business-None

IV. New Business

1. Resolution #2024-394-Review and Approval to Write off Uncollectable Rent-October 2023

Mr. Robinson informed the board that the agency had 2 previous residents' uncollectable rents that needed to be written off due to nonpayment of rent. The residents have been placed in the HUD EIV system due to eviction and the deposits have been forfeited. Total amount to be written off is \$605.45.

Motion by: Commissioner M. Girior

Second by: Commissioner T. Matthews

That the board approve to write off \$605.45 for uncollectable rent for the month of October 2023

Call vote

Commissioner M. Griffin

Commissioner T. Matthews

Commissioner M. Girior

(Motion Passed)

2. Resolution #2024-395- Review and Approving to Submit the agency Section 8 SEMAP Report for fiscal year end.

Mr. Robinson informed the board that it was time to submit the Section 8 SEMAP Certification for the fiscal year end. The noted report is in reference to the agency overall review of the agency approved Fair Market Rent numbers, Inspections, and the timely submissions of documents. The resolution is to give authorization to submit the report

Motion by: Commissioner M. Girior

Second by: Commissioner T. Matthews

That the board approve the submission of the agency Section 8 SEMAP Report.

Call vote

Commissioner M. Griffin

Commissioner M. Girior

Commissioner T. Matthews

(Motion Passed)

3. Resolution #2024-396- Review and Approving of Payment #7 to Rock Enterprise Construction 2021 Modernization Project

Mr. Robinson informed the board that a payment was due to Rock Enterprise for the current project that is ongoing for the 6 units in Brownell. The work that is needed for completion is the installation of the new windows, cabinets and basic fixtures. Mr. Firmin submitted progress photos of the work that in place. The payment request is in the amount of \$28,500.00.

Motion by: Commissioner M. Girior

Second by: Commissioner T. Matthews

That the board approve payment #7 to Rock Enterprise Construction in the amount of \$28,500.00.

Call vote

Commissioner M. Griffin

Commissioner M. Girior

Commissioner T. Matthews

(Motion Passed)

Directors Report/Information

Financial Report---Mr. Robinson went over the November 2023 financials. Currently the agency fiscal year is being closed out for 2022-2023. We will have the final close out documents and the report will be submitted to the board members for review. Mr. Robinson gave each of the commissioners the account balances for each of the agency accounts. The check register of the checks for payment and the checks were presented to the commissioners as well.

2. Public Housing

Ms. Howard presented the Public Housing Report for the month of November 2023. **Total units leased for the month of November 2023 is 276 out a total of 293 unit. Total lease up is at 94%.**

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

3. Section 8 Report

Mrs. Carroll presented the Section 8 report with actual lease up for the month of November 2023.

- A Total of 52 families receiving Section 8 voucher assistance for the month of November 2023
- 1 Family Ported Out to Terrebonne Parish Section 8 Program
- 9 families on the current Section 8

Motion by: Commissioner M. Girior

Second by: Commissioner T. Mitchell

That the board approve the Directors Report and Information

Call vote

Commissioner M. Griffin

Commissioner M. Girior

Commissioner T. Mitchell

(Motion Passed)

V. Adjournment

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

Call vote

Commissioner M. Griffin

Commissioner M. Girior

Commissioner L. Griffin

Motion Passed

