

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 3:59 pm on Thursday, June 27, 2024 by Commissioner Mark Griffin at the MLK Center Board Room. Opening prayer by all in attendance

I. Opening Prayer

II. Roll Call

Present

Mark Griffin, Jr.
Letitia Butler
Tim Matthews
Donald Nicholas
Clarence Robinson, Jr.
Kimberly Howard
Felicia Carrol
Ashly Morvant
Jermaine Thompson

Absent

Mike Girior
Attorney Robert Duffy

III. Approval of Regular Meeting Minutes:

To approve the Regular Meeting Minutes for May 23, 2024

Motion by: Commissioner L. Butler
Second by: Commissioner T. Matthews

All in Favor-Motion Passed

IV. Old Business-None

V. New Business

1. Resolution #2024-422-Review and Approval to Write off Uncollectable Rent for the month of May 2024

Mr. Robinson informed the board of the two write-off's that was submitted in the board meeting packets for review. The two noted residents were tenants who worked and stated that they would pay the rent that was owed. They never followed up on the payment, so eviction documents were submitted. The total for write off is \$3,042.17. No further discussion.

Motion by: D. Nicholas
Second by: T. Matthews

That the board approve the write off for the month of May in the amount of \$3,042.17.

All in Favor-Motion Passed

2. Resolution #2024-423- Review and Approving to Write Off Annotated Assets for the Morgan City Housing Authority.

Mr. Robinson informed the board that the agency had (9) Refrigerators and (8) Stoves to write off. The noted Model and Serial numbers were presented in the packet to all board members. No further discussion.

**Motion by: L. Butler
Second by: D. Nicholas**

That the board approve the writing off of the (9) Refrigerators and (8) Stoves for the agency.

All in Favor-Motion Passed

3. Resolution #2024-424- Review and Approval of the Substantial Completion and Retainage Payment to Rock Enterprises for the 2020 Modernization Project.

Mr. Robinson informed the board that the 45 days was complete for the 6 units that Rock Construction modernized for the 2020 Modernization Project. A copy of the Substantial Completion document was passed around to all the commissioners for review and the final payment request in the amount of \$32,984.05 was submitted in the board members meeting packet. Mr. Robinson stated that the units were in good shape and that all the units were occupied.

**Motion by: D. Nicholas
Second by: T. Matthews**

That the board approve the final Retainage Payment of \$32,984.05 and the acceptance of the Substantial Completed document.

All in Favor-Motion Passed

4. Resolution #2024-425- Review and Approval of the Final Retainage Payment to Hebert's Construction for the 2023 Roof Replacement Project in Brownell Homes.

Mr. Robinson informed the board that the 45 days has passed for the roofing project retainage to be paid to Hebert's Construction. No additional problems have been found with any of the roofs. We do have a 2-year warranty for the noted job. The payment total is \$55,395.50.

**Motion by: L. Butler
Second by: D. Nicholas**

That the board approve the final Retainage Payment of \$55,395.50 be paid to Hebert's Construction

All in Favor-Motion Passed

Directors Report/Information

Financial Report---Mr. Robinson went over the May 2024 financial report for the agency that was submitted by Housing Solutions. The agency had an income in the amount of \$190,014.98 with expenses coming in at \$176,248.97. The agency had a profit for the month in the amount of **\$13,766.01**. The budget year to date is in a positive of \$116,614.67.

Section 8---The current administrative reserves is \$28,343.80 HAP reserves for the month of May is still at \$6139.55.

Public Housing

Mr. Robinson presented the Public Housing Report for the month of June 2024. **Total units leased for the month of June 2024 is 281 out a total of 293 unit. Total lease up is at 96%.**

- 26 Families on the active waiting list.
- \$77.64 was paid back by a previous resident

2. Section 8 Report

Mr. Robinson presented the Section 8 report with actual lease up for the month of June 2024.

- A Total of 50 families receiving Section 8 voucher assistance for the month of June 2024
- 12 families on the current Section 8 waiting list.

Motion by: L. Butler

Second by: T. Matthews

That the board approve the Directors Report and Information (Motion Passed)

III. Adjournment

It was motioned by Commissioner T. Matthews and 2nd by Commissioner D. Nicholas that the meeting be adjourned. (Motion Passed).