

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:11 pm on Thursday, April 24, 2025 by Chairman Mark Griffin at the MLK Center Board Room.

I. Opening prayer by all in attendance

II. Roll Call

**Present**

Mark Griffin, Jr.  
Lettia Butler  
Donald Nicholas  
Attorney Robert Duffy  
Clarence Robinson, Jr.  
Kimberly Howard  
Ashly Morvant  
Demita Young

**Absent**

Tim Matthews  
Mike Girior

**Approval of Regular Meeting Minutes:**

To approve the Regular Meeting Minutes from March 28, 2025

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

**The minutes from the March 28, 2025 meeting be approved as submitted**

**Call Vote:**

**Commissioner Griffin-Yes**  
**Commissioner Butler-Yes**  
**Commissioner Nicholas-Yes**

**(Motion Passed)**

**III. Old Business-None**

**IV. New Business**

**1. Resolution #2025-448-Review and Approval to Write Off Uncollectable Rent for the month of March 2025**

Mr. Robinson informed the board that we had two previous residents who left owing rent in the amount of \$1,731.77. The three residents had issues with their children which required them to move out. The noted families will be placed in the HUD EIV system.

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

**That the board approve to write of the Uncollectable rent in the amount of \$1,731.77 for the month of March 2025**

**Call Vote:**  
**Commissioner Griffin-Yes**  
**Commissioner Butler-Yes**  
**Commissioner Nicholas-Yes**

**(Motion Passed)**

**2. Resolution #2025-449- Review and Approval of the Agency Oct. 2023-Sept. 2024**

The agency received a Zoom call from Tom Carr of APRIO who presented the fiscal year audit. Mr. Carr went over the report in detail of the financials. The agency had no major findings in the report. One matter of concern is that the agency needs to update the financial procedures with reconciliation of accounts. This was not anything major, but a review of the financials in detail. Attorney Duffy asked did he need to write up a report to send to the legislative auditor's office. Mr. Carr stated that no report was needed, but just an update to the policy. The noted report was submitted to all board members for review before the meeting. No additional questions were presented by the board members. (A copy of the report has been submitted with the noted minutes).

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

**That the board approve the Oct. 2023-Sept. 2024 Fiscal Year Audit Presented by APRIO**

**Call Vote:**  
**Commissioner Griffin-Yes**  
**Commissioner Butler-Yes**  
**Commissioner Nicholas-Yes**

**(Motion Passed)**

**3. Resolution #2025-450-Review and Approval of Payment #1 To Rock Enterprises Construction-Jacquet Modernization Project.**

Mr. Robinson informed the board that the first payment to Rock was due to the noted work that was submitted by Rock. Photos of the work that has been completed was passed around to the board. Terminate damage was found in the unit, which will require additional repairs. The work is progressing well for now. The pay request is in the amount of \$59,310.00.

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

**That the board approve Payment #1 to Rock Enterprise in the amount of \$59,310.00.**

**Call Vote:**  
**Commissioner Griffin-Yes**  
**Commissioner Butler-Yes**  
**Commissioner Nicholas-Yes**

**(Motion Passed)**

**4. Resolution#2025-451-Review and Approval of Payment #1 To Hebert's Construction Company for the Exterior Painting Project in Brownell Homes.**

Mr. Robinson stated that payment was due for the Exterior painting job that is ongoing in Brownell Homes for the painting of the exterior of the two-story units. The work is more than 80% completed. Photos of the current work that is completed was passed around to all the board members. The pay request amount presented is in the amount of \$93,204.00.

Motion by: D. Nicholas

Second by: L. Butler

That the board approve payment #1 in the amount of \$93,204.00 to Hebert's Construction.

**Call Vote:**

**Commissioner Griffin-Yes**

**Commissioner Butler-Yes**

**Commissioner Nicholas-Yes**

**(Motion Passed)**

**Directors Report/Information**

**1. Financial Report**----Mr. Robinson reviewed the March 2025 financials that was submitted by HSA. The agency had a total income of \$1189,092.39 with expenses coming in at \$191,730.91. We ended the month with a loss of (\$2,638.52). Overall, for the year we are still ahead of budget with an increase of \$103,712.38. Mr. Robinson also issued each of the Commissioners a copy of the check register for the month of April and the current balances of each of the agency three accounts.

**Section 8**-For the month of February, we pay HAP expenses in the amount of \$25,070.00 with the reserves still at \$15,526.80. The administrative reserves are \$30,893.32.

**2. Public Housing**

Ms. Howard presented the Public Housing Report for the month of March 2025. **Total units leased for the month of April 2025 is 286 out a total of 293 unit. Total lease up is at 98%.**

- Tenant Repayment Received from tenant who left owing: \$\_\_\_\_\_
- 38 Families on the active waiting list.

**3. Section 8 Report**

Mrs. Morvant presented the Section 8 report with actual lease up for the month of April 2025.

- A Total of 53 families receiving Section 8 voucher assistance for the month of April 2025
- 54 families are currently on the Section 8 waiting list

**Motion by: Commissioner D. Nicholas**

**Second by: Commissioner L. Griffin**

**That the board approve the Directors Report and Information**

**Call Vote:**

**Commissioner Griffin-Yes  
Commissioner Butler-Yes  
Commissioner Nicholas-Yes**

**(Motion Passed)**

**VI. Adjournment**

**It was motioned by Commissioner L. Butler and 2<sup>nd</sup> by Commissioner D. Nicholas that the meeting be adjourned.**

**Call Vote:**

**Commissioner Griffin-Yes  
Commissioner Butler-Yes  
Commissioner Nicholas-Yes**

**(Motion Passed)**

**Motion Passed**