

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:01 pm on Thursday, May 22, 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  
Mike Girior  
Attorney Robert Duffy  
Clarence Robinson, Jr.  
Kimberly Howard  
Ashly Morvant  
Demita Young

**Absent**

Tim Matthews

**Approval of Regular Meeting Minutes:**

To approve the Regular Meeting Minutes from April 24, 2025

**Motion by: Commissioner D. Nicholas**

**Second by: Commissioner L. Butler**

**The minutes from the April 24, 2025 meeting be approved as submitted**

**(Motion Passed)**

**III. Old Business-None**

**IV. New Business**

**1. Resolution #2025-452-Review and Approval to Write Off Uncollectable Rent for the month of April 2025**

Mr. Robinson informed the board that he sent out a letter to all the residents of the agency in reference to the move out procedure due to the amount of write off's that have been submitted up to April 2025. In total the agency has written off \$7,122.00. The deposits that have been kept is \$3,750.00. The offset for the difference that the residents left owing and deposits kept is (\$3,372.00). We are following up making sure that the rent is being paid on time, but many of the residents feel that they don't have to pay the rent amount if they have an income adjustment reported. We still will submit their names to the HUD EIV system and they will have to pay all monies owed to the agency before an application is accepted. We do have a right to refuse housing if they had previous tendencies of moving without a proper two-week notice.

The uncollectable rent for the month of April 2025 is \$1,582.44.

**Motion by: Commissioner M. Girior**  
**Second by: Commissioner D. Nicholas**

**That the board approve to write of the Uncollectable rent in the amount of \$1,582.44 for the month of April 2025**

**(Motion Passed)**

**2. Resolution #2025-453- Review and Approval of Payment #2 to Hebert's Construction for the Exterior Painting of Brownell Homes**

Mr. Robinson informed the board that the painting project in Brownell Homes is 100% completed. Photos of the noted work was passed around to all the commissioners to review. No additional questions were presented. The pay request was presented in the amount of \$60,075.00.

**Motion by: Commissioner L. Butler**  
**Second by: Commissioner M. Girior**

**That the board approve payment #2 to Hebert's Construction in the amount of \$60,075.00 for the Exterior Painting project in Brownell Homes.**

**(Motion Passed)**

**3. Resolution #2025-454-Review and Approval of the Agency 2025 Annual Plan**

Each of the board members was given a copy of the draft 2025 Annual Plan for review. Mr. Robinson inform the board that the main update was the HUD HOTMA policy which will go effect July of 2025 as of the date of the board meeting. No other major updated were presented.

**Motion by: Commissioner L. Butler**  
**Second by: Commissioner M. Girior**

**That the board approve the Agency 2025 Annual Plan**

**Roll Call Vote:**

Commissioner Griffin-Yes  
Commissioner Butler-Yes  
Commissioner Girior-Yes  
Commissioner Nicholas-Yes

**Motion Passed**

**4. Resolution #2025-455-Review and Approval of the Agency 2025-2029 CFP 5 Year Action Plan**  
**Mr. Robinson reviewed the 5-year Action plan that showed the agency plan for capital improvements to the agency overall units and sites. The plan is a rolling plan that must be approved by HUD. Most of the current work for 2024 has been towards unit modernization. Mr. Nicholas asked if we don't use the funds can the HUD office recapture the funds. Mr. Robinson stated that we have two-years from the date of the approval of the funds to have the monies expended. As of the date of the board meeting the funds in the 2024 CFP program is expensed at 40% and the agency has until 2026 to use all of the funds.**

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

**That the board approve the Agency 2025-2029 CFP 5 Year Action Plan**

**Roll Call Vote:**

Commissioner Griffin-Yes  
Commissioner Butler-Yes

Commissioner Girior-Yes

Commissioner Nicholas-Yes

**Motion Passed**

## **VI. Directors Report/Information**

**\*\*\*Let the record reflect that Mr. Tim Matthews is now present at the meeting. \*\*\*\***

**1. Financial Report**---Mr. Robinson reviewed the April 2025 financials that was submitted by HSA. The agency had a total income of \$190,725.00 with expenses coming in at \$189,430.70. We ended the month with an increase of \$1,294.95. Overall, we are still ahead of budget with an increase of \$105,007.33. Mr. Robinson also issued a copy of the bank balance for all of the agency accounts as well.

**Section 8**-For the month of April, we paid HAP expenses in the amount of \$25,287.00 with the reserves still at \$15,301.80. The administrative reserves are \$31,790.20.

### **2. Public Housing**

Ms. Demita presented the Public Housing Report for the month of May 2025. **Total units leased for the month of May 2025 is 283 out a total of 293 unit. Total lease up is at 97%.**

- Tenant Repayment Received from tenant who left owing: \$787.34
- 47 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 May 2025.

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

**Motion by: Commissioner D. Nicholas**

**Second by: Commissioner M. Girior**

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

## **VII. Adjournment**

**It was motioned by Commissioner M. Girior and 2<sup>nd</sup> by Commissioner T. Matthews that the meeting be adjourned.**

**Motion Passed**