

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:02 pm on Thursday, December 18, 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.
Donald Nicholas
Lettia Butler
Attorney Robert Duffy
Clarence Robinson, Jr.
Kimberly Howard
Demita Young

Absent

Mike Girior
Tim Matthews

Approval of Regular Meeting Minutes:

To approve the Regular Meeting Minutes from November 20, 2025

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

The minutes from the November 20, 2025 meeting be approved as submitted

Call Vote: Commissioner Griffin Yes
Commissioner Bulter Yes
Commissioner Nicholas Yes

(Motion Passed)

III. Old Business-None

IV. New Business

Guest—Mr. Sydney Michelle-D & B Seafood Land Lease Transfer Jessie Comeaux

Attorney Duffy stated that due to a health issue that has come up with Mr. Michelle he had reached out to him to see if the land lease could be transferred to Mr. Jessie Comeaux who is a commercial fisherman in Morgan City. Mr. Comeaux was in attendance at the meeting for the discussion. Mr. Comeaux stated that Mr. Michelle was unable to attend the meeting due to doctors' appointment that he was still at during the time of the meeting.

Attorney Duffy stated that he had received the proper state documents for Mr. Comeaux LLC and the proper insurance information. The current lease had been updated as well by Attorney Duffy with the initial with Mr. Comeaux changing to a 5-year lease. The board discussed the current lease amount and determined to keep the monthly rent amount at \$225.00 per month. No other discussion was held.

It was motioned by Commissioner Butler and 2nd by Commissioner Nicholas that the agency go into a new lease with Mr. Comeaux for a period of 5 years effective 12/18/2025-December 18, 2023.

**Call Vote: Commissioner Griffin Yes
Commissioner Bulter Yes
Commissioner Nicholas Yes**

The new lease was signed at the meeting between Mr. Comeaux and Mr. Robinson on behalf of the Morgan City Housing Authority

(Motion Passed)

1. Resolution #2026-473-Review and Approval to Write Off Uncollectable Rent for the Month of November 2025

Mr. Robinson informed the board that the agency had (3) previous residents who left owing rent in the amount of \$1,325.06. Mr. Robinson informed the board the noted individuals will be turned over to Online Collections for the owed amount.

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

That the uncollectable rent in the amount of \$1,325.06 be written off for the month of November 2025

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

(Motion Passed)

2. Resolution #2026-474-Review and Approval to Approve to Pay the 2024-2025 PILOT Tax to the City of Morgan City

Mr. Robinson informed the Board that he did attend the City Council meeting to present the Agency Annual Report to the City for Fiscal Year Oct. 2024-Sept. 2025. A copy of the Power Point was submitted to each of the Commissioner for review. The total owed to the city is \$64,339.90.

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

That the board approve the 2024-2025 PILOT Tax payment to the City of Morgan City in the amount of \$64,339.90.

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

(Motion Passed)

3. Resolution #2026-475-Review and approval for Payment to Rock Enterprise Construction-Final Retainage.

Mr. Robinson stated that the final documents had not been submitted by Rock to Mr. Firmin for final review, so the noted item can be tabled.

Motion by: L. Butler

Second by: D. Nicholas

That the board approve to table the final retainage to Rock Enterprises

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

(Motion Passed)

VI. Directors Report/Information

1. Financial Report---Mr. Robinson informed the board that the October financials were in their packets for review. The net income for the month was \$205,260.90 with expenses coming at \$117,083.96. We had a profit of \$88,176.94.

Section 8 Financials

The housing authority Section 8 program administrative Project fund balance is currently at \$41,248.57. The HAP balance for the month is \$2,712.80. HAP paid out to the landlords for the month was \$26,037.00.

2. Public Housing

Ms. Howard presented the Public Housing Report for the month of December 2025. **Total units leased for the month of December 2025 is 280 out a total of 293 unit. Total lease up is at 96%.**

- Tenant Repayment Received from tenant who left owing: \$2,564.82
- 15 Families on the active waiting list.

3. Section 8 Report

Mr. Robinson presented the Section 8 report with actual lease up for the month of December 2025.

- A Total of 48 families receiving Section 8 voucher assistance for the month of December 2025
- 36 families are currently on the Section 8 waiting list

Motion by: Commissioner L. Butler
Commissioner D. Nicholas

Call Vote: Commissioner Griffin Yes
Commissioner Girior Yes
Commissioner Nicholas Yes

That the board approve the Directors Report and Information

(Motion Passed)

VII. Adjournment

It was motioned by Commissioner Butler and 2nd by Commissioner Nicholas that the meeting be adjourned.

Call Vote: Commissioner Griffin Yes
Commissioner Buler Yes
Commissioner Nicholas Yes

(Motion Passed)