

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:03 pm on Thursday, March 26, 2026 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
Mike Girior
Attorney Robert Duffy
Clarence Robinson, Jr.
Kimberly Howard
Demita Young

Absent

Tim Matthews
Letitia Butler

Approval of Regular Meeting Minutes:

To approve the Regular Meeting Minutes from February 26, 2026

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

That the minutes from the February 26, 2026 meeting be approved as submitted

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

(Motion Passed)

III. Old Business-None

IV. New Business

1. 1. Resolution #2026-483- Review and Approval of the Agency October 2024-September 2025 Fiscal Year Audit. Presented by Mr. Tom Carr of APRIO.

Mr. Robinson introduced Mr. Tom Carr, Senior Accountant of APRIO who presented the audit report via TEAMS to the board members in attendance. Mr. Carr started at page 35 of the audit report which covers the compliance area of the agency that mainly is the day-to-day procedures of the agency. Mr. Carr stated that they audit close to 90-100 housing authority agencies that they usually find 1 insistance

noncompliance in 20-30% of there audits of public housing. The MCHA didn't have any insistences of non-compliance, which is a good audit report. The Capital fund program was tested as well. Page 8 of the report was reviewed (The Management Discussion and Analysis (MD&A). This part of the report is a general recap of the total financial picture of the agency. Page 17 is the Statement of Net Position of the agency which is the balance sheet. Page 19 is the Statement of Revenue, Expenses and Change in Net Position. The agency had an operation loss of (\$492,739.00) Depreciation expenses was added back in the amount of \$539,134.00. after adjusted the agency ended with a \$46,000.00 profit. Page 30-34 is the Entity Wide Balance or the FDS that was uploaded to the HUD REAC website. This is a more detail report of all the federal programs that the agency manages. Mr. Carr asked if anyone had any questions as it related to the audit report. Attorney Duffy stated that he had a question in reference to the statement on page 44 of the report which spoke about a correction on the purchasing policy of the agency not being reviewed. Attorney Duffy stated that he does review all bid reports for the agency as a whole when submitted to the board. Mr. Carr stated that this was not an actual finding, but a general formality that the La. Legislative Auditor will state that is required under the agreed upon procedures.

No other question was presented by the board members to Mr. Carr. Mr. Robinson thank Mr. Carr for taking time to present the audit report. (The note audit report is on file in the housing office).

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

That the October 2024-September 2025 Fiscal Year Audit be approved as presented by Mr. Tom Carr of APRIO

(Motion Passed)

2. Resolution #2026-484- Review and Approval to Write Off Uncollectable Rent for the Month of February 2026

Mr. Robinson informed the board that the agency had (3) previous residents who left owing rent in the amount of \$1,368.10. Mr. Robinson informed the board the noted individuals will be turned over to Online Collections for the owed amount.

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

That the board approval the uncollectable rent for the month of February in the amount of \$1,368.10

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

(Motion Passed)

3. Resolution #2026-485- Review and Approval to update the Agency HUD Operating Account Declaration of Trust

Mr. Robinson informed the board that during the audit the firm asked for a copy of the agency Declaration of Trust that is signed initially when a Public Housing Agency is formed. This document is an agreement that must be kept at the HUD office verifying that the agency is can receive federal funding as per the federal policy. Mr. Robinson stated that he reached out to the New Orleans field office for the document, but they could not find it. He also reached out to the parish Clerk of Court office for the 1950 document, but they could not find it in the records as well. The agency now has to get approved another copy to have on file with the HUD office and filed with the parish to be in compliance for the next audit. The noted

form has been filled out and must be signed by Board Chairman Griffin and Mr. Robinson as the board Secretary. No additional questions.

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

That the board approved the HUD Declaration of Trust document and be submitted to the New Orleans field office for proper filing.

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

4. Resolution #2026-486-Review and Approval to Write Off Annotated Assets for the Agency.

Mr. Robinson informed the board that the agency had (7) Refrigerators and (9) Stoves to be written off. Mr. Robinson informed the board that many of the model and serial numbers had worn off on the inside of the appliances. Attorney Duffy requested a copy of the photos of the items. After review, no other questions were presented.

Motion by: Commissioner. Nicholas
Seconded by: Commissioner M. Girior

That the board write-off (7) Refrigerators and (9) Stoves for the agency

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

(Motion Passed)

5. Resolution #2026-487-Review and Approval of the Agency Disaster Recovery Plan

Mr. Robinson informed the board that due to the increased cyber threats with the information that we use to transmit resident information to HUD D.C. and the write transfer of funds; the State is requiring all agencies to have a Data Recovery Plan just in case of a breach of the system. The agency does have Cyber insurance, but by law now the La. Legislative Auditor requires all agencies to have a recovery plan. The noted plan for approval was submitted by Digital Insyte who is the agency network support. This was an item that will now need to be adopted just like any other policy of the agency. No additional questions were asked.

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

That the board approved the submitted Digital Disaster Recovery Plan drafted by Digital Insyte.

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

(Motion Passed)

Directors Report/Information

1. Financial Report---Mr. Robinson reviewed the February 2026 financials that was submitted by HSA. Total income received for the month of February was \$193,162.57 with expenses coming in at \$199,190.74. The agency had a loss for the month in the amount of \$(6,028.17). Year to date the agency is at a positive of \$99,034.70.

Section 8 Financials

The housing authority Section 8 program administrative Project fund balance is currently at \$47,364.94. The HAP balance for the month is \$5,614.80. HAP paid out to the landlords for the month was \$24,937.00.

Certificate of Deposit---Mr. Robinson stated that the CD was being automatically renewed due to the agency not having the need of the funds. The initial investment was \$80,000.00. The current balance of the CD is \$87,000.00.

Brownell Homes Parking Lot-Mr. Robinson informed the board that the parking lot project at the entry of the Brownell Homes is completed. Photos of the initial construction and the completed project was passed around to the board members. The parking area was constructed due to come of the residents having to park on Veterans Blvd. The area will now have (4) new parking spaces for the elderly residents.

2. Public Housing

Ms. Howard presented the Public Housing Report for the month of March 2026. **Total units leased for the month of March 2026 is 285 out a total of 293 unit. Total lease up is at 97%.**

- Tenant Repayment Received from tenant who left owing: \$205.80
- 16 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 March 2026.

- A Total of 45 families receiving Section 8 voucher assistance for the month of March 2026
- 36 families are currently on the Section 8 waiting list
- (2) families are still ported out to Houma, La. and Houston, Tx.

Motion by: Commissioner D. Nicholas
Commissioner M. Girior

That the Board approve the Directors report be approved as submitted

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

(Motion Passed)

VI. Adjournment

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

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

(Motion Passed)
Meeting Adjourned