

Housing Authority of the City of Denton
Minutes for the Special Called Meeting of the Board of Commissioners

The special called meeting of the Denton Housing Authority (DHA) Board of Commissioners was held Tuesday, September 30, 2022 at 11:00 am at the DHA Central Office, 1225 Wilson St. Denton, Texas.

I. CALL TO ORDER

Beverly Bryant, Chairman of the Board of Commissioners for DHA, called the meeting to order at 11:04 am.

Commissioners Present: Beverly Bryant, Chairman
Dianne Baker, Vice Chair
Kataunta Jones, Commissioner
Birdia Johnson, Commissioner

Commissioners Absent: David Shuck, Commissioner

Others Present: Sherri McDade, CEO
Kristin English, Deputy CEO
Darlene Hattox, Director of Finance (outgoing)
Maria Ortiz, Director of Finance (incoming)
LeMaya Woods, Director of HCV
Mattye Jones, Coats Rose
Ramon Guajardo, Sr., Consultant

II. OPEN FORUM

No speakers were present

III. EXECUTIVE SESSION

Chair Bryant suspended the regular meeting at 11:05 am to go into closed session pursuant to §551.071 of the Texas Government Code to seek the advice of its attorneys about a pending or contemplated litigation or about a settlement offer; or to consult with its attorney on a matter in which the duty of its attorney under the Texas Disciplinary Rules or Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act and/or pursuant to §551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the Authority in negotiations with a third person and/or pursuant to §551.074 of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or charge against any officer or employee, unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

- a. Receive a report from Development Consultant regarding real estate & development projects
- b. Consult with Attorney regarding real estate & development and receive an update

Chair Bryant reopened regular session at 12:23 pm.

IV. ACTION, IF ANY, RESULTING FROM CLOSED SESSION DELIBERATION

Motion was made by Commissioner Jones to amend the CEO's contract to add the approved job description for CEO. Motion was seconded by Chair Bryant and approved by unanimous vote.

V. DISCUSSION AND ACTION ITEMS

a. Approval of Resolution 14-22- RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF DENTON, TEXAS (THE "AUTHORITY") TO (A) WORK COOPERATIVELY WITH TDI AFFORDABLE DEVELOPMENT LLC OR ITS AFFILIATE TO DEVELOP A DEVELOPMENT LOCATED AT APPROXIMATELY E. SHERMAN DR. & LOOP 288 (THE "PROJECT") BY ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.

Motion was made by Commissioner Jones to approve Resolution 14-22. Motion was seconded by Chair Bryant and approved by unanimous vote. This Resolution was later renumbered as 23-22 to correct a clerical error.

b. Approval of Minutes: August 16, 2022 and September 6, 2022

Motion was made by Commissioner Jones to approve the minutes as presented. Motion was seconded by Chair Bryant and approved by unanimous vote.

c. Administrative Report: August 2022

No questions or comments regarding the Administrative Report.

d. Financial Statements: July 2022

No questions or comments regarding the financials.

e. Approval of Resolution 15-22- Approval of Amendment to 2022 DHA 2022 HR Policy: Rates of Compensation, Hours of Work, Deposits into Leave Account

Ms. McDade stated that amendments and corrections were made to the stated areas of the HR Policy and staff are asking for approval of those amendments as provided. Motion was made by Vice Chair Baker to approve Resolution 16-22. Motion was seconded by Commissioner Jones and approved by unanimous vote.

i. Approval of Resolution 19-22- Approval of Budget for FY 2022-2023

Ms. McDade stated that a budget narrative was provided to the Board with the proposed budget. She stated that the Director of Finance was present to answer any questions regarding the budget and would make a full presentation if desired by the Board. The Board declined for Ms. Hattox to give a full presentation.

Motion was made by Vice Chair Baker to approve Resolution 20-22 as presented with the amendments to raise Maintenance staff salaries to a minimum of \$45,000 and the one-time bonus for all other staff to be based on \$40,000 minimum. Motion was seconded by Commissioner Jones.

Resolution was approved by the following vote:

Chair Bryant, Vice Chair Baker, and Commissioner Jones voted aye and Commissioner Johnson voted nay.

f. Approval of Resolution 16-22- Approval to Write-off Uncollectible- HCV Repayment Agreements

Motion was made by Commissioner Jones to approve Resolution 17-22. Motion was seconded by Chair Bryant and approved by unanimous vote.

g. Approval of Resolution 17-22- Approval to Write-off Uncollectible Debt at Heritage Oaks.

Motion was made by Commissioner Jones to approve Resolution 18-22. Motion was seconded by Chair Bryant and approved by unanimous vote.

h. Approval of Resolution 18-22- Approval of Paygrade Guideline System and Schedule

Motion was made by Commissioner Jones to approve Resolution 19-22. Motion was seconded by Chair Bryant and approved by unanimous vote.

j. Approval of Resolution 20-22- Approval of Revised Utility Allowance Schedules for HCV

Motion was made by Commissioner Jones to approve Resolution 21-22. Motion was seconded by Chair Bryant and approved by unanimous vote.

The Board agreed to table agenda items k, l, m, and n.

VII. ADJOURNMENT

Meeting adjourned at 12:58 pm