

**MINUTES OF THE REGULAR BOARD MEETING
OF THE
BOARD OF COMMISSIONERS
OF THE
HOUSING AUTHORITY OF THE CITY OF LAWTON,
OKLAHOMA**

January 19, 2023

With the notice of said Regular meeting and Agenda posted in accordance with the Oklahoma Open Meeting Act, Chairman Bentley called the meeting to order. The following roll call recorded:

1. Roll Call

Present: Cobb, Ashton, Fitz, Bentley
Absent: McClain (excused absence)

2. Discussion, Vote and Take Actions on Minutes and Resolutions of Previous Meetings

A motion to approve the minutes for November 17, 2022 made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

Ayes: Cobb, Ashton, Fitz, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

3. New Business

A. Audience Participation.

No audience participation at this scheduled board meeting January 19, 2023.

A. Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for November and December 2022 provided in the Board Packets.

A motion to approve the Elderly Leasing Services report for November and December 2022 made by Commissioner Cobb and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Bentley, Cobb, Ashton, Fitz
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

2. Family Leasing Services Department Report

A copy of the Family Leasing Services Report for November and December 2022 provided in the Board Packets.

A motion to approve the Family Leasing Services report for November and December 2022 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Cobb, Fitz, Ashton, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

3. Section 8/HCVFSS Department Report

A copy of the Section 8 Department Report for November and December 2022 provided in the Board Packets.

A motion to approve the Section 8 Departmental report for November and December 2022 made by Commissioner Fitz and seconded by Commissioner Ashton. The following vote then recorded:

Ayes: Fitz, Ashton, Cobb, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for November and December 2022 provided in the Board Packets.

A motion to approve the Capital Fund report for November and December 2022 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes:	Cobb, Fitz, Ashton, Bentley
Nays:	None
Absent:	McClain (excused absence)

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

A copy of the Secretary's Report for November and December 2022 provided in the Board Packets.

Rita Love, Executive Director of the Lawton Housing Authority, went over the PHAS score. This year they received a "Substandard Performer" score. This was due to one category, "Management" being so low. Management indicator includes Occupancy, Tenants Account Receivables, and Accounts Payable. The report shows the main issue is with leasing and occupancy. In Rita Love report back to HUD with her Recovery Plan and a good explanation of what is causing the low score. HUD wanted Rita Love to share the letter from them and to approve the Lawton Housing Authority Recovery Plan

A motion to approve the Secretary's report for November and December 2022 made by Commissioner Fitz and seconded by Chairman Bentley. The following vote then recorded:

Ayes:	Fitz, Bentley, Ashton, Cobb
Nays:	None
Absent:	McClain (excused absence)

Chairman Bentley then declared the motion carried.

Receive and Take Action on the following:

B. Receive, Discuss, and Take Action to Approve the Lawton Housing Authority Check Register With Description For November 2022.

A motion to approve the Lawton Housing Authority check register with description for November 2022 made by Commissioner Ashton and seconded by Commissioner Cobb. The following vote then recorded:

Ayes: Cobb, Ashton, Bentley, Fitz
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

C. Receive, Discuss, and Take Action to Approve the Lawton Housing Authority Check Register With Description For December 2022.

A motion to approve the Lawton Housing Authority check register with description for December 2022 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Cobb, Ashton, Bentley, Fitz
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

D. Receive, Discuss, and Take Action to Approve the Financial Reports from Ron Urlaub, CPA for August 2022.

The financial report for August 2022 from Ron Urlaub, CPA tabled due to not completed in time for the scheduled board meeting.

A motion to table the Financial Reports from Ron Urlaub, CPA for August 2022 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Cobb, Ashton, Fitz, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

4. Other Business:

***A. Receive, Discuss, and Take Action to Approve Resolution
#2023-01, A Resolution Authorizing the Write Off of Uncollectible
Accounts ending December 2022 for AMP 1, Lawton Family
Housing.***

A motion to approve Resolution #2023-01, a resolution authorizing the write off of uncollectible accounts ending December 2022 for AMP 1, Lawton Family Housing made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Cobb, Ashton, Fitz, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

***B. Receive, Discuss, and Take Action to Approve Resolution
#2023-02, A Resolution Authorizing the Write Off of Uncollectible
Accounts ending December 2022 for AMP 2, Lawton Elderly
Housing.***

A motion to approve Resolution #2023-02, a resolution authorizing the write off of uncollectible accounts ending December 2022 for AMP 2, Lawton Elderly Housing made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Cobb, Ashton, Fitz, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried.

***C. Receive, Discuss, and Take Action to Approve Resolution
#2023-03, A Resolution to Approve and Adopt the Lawton Housing
Authority Recovery Plan for PHAS.***

A motion to approve Resolution #2023-03, a resolution to approve and adopt the Lawton Housing Authority Recovery Plan for PHAS made by Commissioner Ashton and seconded by Commissioner Cobb. The following vote then recorded:

Ayes: Cobb, Ashton, Fitz, Bentley
Nays: None
Absent: McClain (excused absence)

Chairman Bentley then declared the motion carried

A motion to adjourn made by Commissioner Fitz and seconded by Commissioner Ashton. The following vote then recorded:

Ayes: Cobb, Ashton, Bentley, Fitz
Nays: None
Absent: McClain (excused absence)

Chairman Bentley declared the motion carried and the meeting adjourned.

Chairman

ATTEST:

Secretary

Compliance Form For Regular Meeting

I, the undersigned, Secretary of the Board of Commissioners of the Housing Authority of the City of Lawton, Comanche County, Oklahoma, certify that notice of the time, date, and place of this special meeting presented to the Lawton City Clerk's office in writing as set forth in the Oklahoma Open Meeting Act.

I also certify that at least 48 hours prior to this meeting excluding Saturdays, Sundays, and holidays, notice of the date, time, and place on agenda of this meeting was posted in prominent public view at the location of the meeting, on the office lobby door of the Housing Authority at 609 SW F Avenue, Lawton, Oklahoma.

Witness my hand this 19th day of January 2023.

Secretary