

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

January 20, 2022

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

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

A motion to approve the minutes for November 18, 2021 made by Commissioner Fitz and seconded by Commissioner Ashton. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

3. New Business

A. Audience Participation.

Steven Howard, a resident from Benjamin Davis Highrise addresses the Commissioners about several concerns. The procedures/policies on the bed bug problems happening in their building. He also mention smoking in the rooms and usage of the flower beds during the winter months. His concerns were directed to the Elderly Property Manager and Executive Director of the Lawton Housing Authority.

A. Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for November and December 2021 provided in the Board Packets.

A motion to approve the Elderly Leasing Services report for November and December 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Bentley, McClain, Fitz, Ashton
Nays: None
Absent: Cobb (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 2021 provided in the Board Packets.

A motion to approve the Family Leasing Services report for November and December 2021 made by Commissioner Ashton and seconded by Chairman Bentley. The following vote then recorded:

Ayes: Fitz, Ashton, McClain, Bentley
Nays: None
Absent: Cobb (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 2021 provided in the Board Packets.

A motion to approve the Section 8 Departmental report for November and December 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: McClain, Fitz, Ashton, Bentley
Nays: None

Absent: Cobb (excused absence)

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for November and December 2021 provided in the Board Packets.

A motion to approve the Capital Fund report for November and December 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

A copy of the Secretary's Report for November and December 2021 provided in the Board Packets.

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

Ayes: McClain, Fitz, Bentley, Ashton
Nays: None
Absent: Cobb (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 2021.

A motion to approve the Lawton Housing Authority check register with description for November 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Ashton, Fitz, McClain, Bentley
Nays: None
Absent: Cobb (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 2021.

A motion to approve the Lawton Housing Authority check register with description for December 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Ashton, Fitz, McClain, Bentley
Nays: None
Absent: Cobb (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 October 2021.

This item on the agenda tabled for the financials were not available for the board meeting.

A motion to table the financial reports from Ron Urlaub for October 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

E. Receive, Discuss, and Take Action to Approve the Financial Reports from Ron Urlaub, CPA for November 2021.

This item on the agenda tabled for the financials were not available for the board meeting.

A motion to table the financial reports from Ron Urlaub for November 2021 made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

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

Chairman Bentley then declared the motion carried

4. Other Business:

A: Receive, Discuss, and Take Action on Audit Report of Financials Statements for Fiscal Year Ending June 30, 2020 and 2019 from Mike Estes, P.C.

The Lawton Housing Authority did not receive the audit report yet for this board meeting. The agenda item tabled. Motion follows:

A motion to table the Audit Report of Financials Statements for Fiscal Year Ending June 30, 2020 and 2019 from Mike Estes, P.C. made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

B: Receive, Discuss, and Take Action on Resolution 2022-01, A Resolution Amending the Lease and the Admissions and Continued Occupancy Policy.

(Utility Allowances)

A motion to approve Resolution 2022-01, a resolution amending the lease and the admissions and continued occupancy policy made by Commissioner Ashton and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Ashton, McClain, Bentley, Fitz
Nays: None
Absent: Cobb (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: Fitz, Ashton, Bentley, McClain
Nays: None
Absent: Cobb (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 18th day of November 2021.

Secretary