

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

May 18, 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, McClain, Fitz, Bentley
Absent: Ashton (excused absence)

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

A motion to approve the minutes for March 16, 2023 and April 20, 2023 cancellation notice made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

3. New Business

A. Audience Participation.

No audience participation at this scheduled board meeting May 18, 2023.

A. Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for March and April 2023 provided in the Board Packets.

A motion to approve the Elderly Leasing Services report for March and April 2023 made by Commissioner Fitz and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

2. Family Leasing Services Department Report

A copy of the Family Leasing Services Report for March and April 2023 provided in the Board Packets.

A motion to approve the Family Leasing Services report for March and April 2023 made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

3. Section 8/HCVFSS Department Report

A copy of the Section 8 Department Report for March and April 2023 provided in the Board Packets.

A motion to approve the Section 8 Departmental report for March and April 2023 made by Chairman Bentley and seconded by Commissioner McClain. The following vote then recorded:

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

Absent: Ashton (excused absence)

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for March and April 2023 provided in the Board Packets.

A motion to approve the Capital Fund report for March and April 2023 made by Commissioner Cobb and seconded by Commissioner Fitz. The following vote then recorded:

Ayes: Cobb, McClain, Fitz, Bentley

Nays: None

Absent: Ashton (excused absence)

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

A copy of the Secretary's Report for March and April 2023 provided in the Board Packets.

A motion to approve the Secretary's report for March and April 2023 made by Commissioner Fitz and seconded by Commissioner McClain. The following vote then recorded:

Ayes: Fitz, Bentley, Cobb, McClain

Nays: None

Absent: Ashton (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 March 2023.

A motion to approve the Lawton Housing Authority check register with description for March 2023 made by Commissioner Fitz and seconded by Commissioner McClain. The following vote then recorded:

Ayes: McClain, Cobb, Bentley, Fitz
Nays: None
Absent: Ashton (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 April 2023.

A motion to approve the Lawton Housing Authority check register with description for April 2023 made by Commissioner Fitz and seconded by Commissioner McClain. The following vote then recorded:

Ayes: McClain, Cobb, Bentley, Fitz
Nays: None
Absent: Ashton (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 November 2022.

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

Ayes: Cobb, Fitz, McClain, Bentley
Nays: None
Absent: Ashton (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 December 2022.

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

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

Chairman Bentley then declared the motion carried.

F. Receive, Discuss, and Take Action to Approve the Financial Reports from Ron Urlaub, CPA for January 2023.

A motion to approve the Financial Reports from Ron Urlaub, CPA for January 2023 made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

4. Other Business:

A. Receive, Discuss, and Take Action to Approve Resolution #2023-04, A Resolution Authorizing the Write Off Of Uncollectible Accounts Ending March 2023 for AMP 1, Lawton Family Housing.

A motion to approve resolution #2023-04, a resolution authorizing the write off of uncollectible accounts ending March 2023 for AMP 1, Lawton Family Housing made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

B. Receive, Discuss, and Take Action to Approve Resolution #2023-05, A Resolution Authorizing the Write Off Of Uncollectible Accounts Ending March 2023 for AMP 2, Lawton Elderly Housing.

A motion to approve resolution #2023-05, a resolution authorizing the write off of uncollectible accounts ending March 2023 for AMP 2, Lawton Elderly Housing made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

Ayes: Cobb, McClain, Fitz, Bentley

Nays: None
Absent: Ashton (excused absence)

Chairman Bentley then declared the motion carried.

C. Receive, Discuss, and Take Action to Approve Resolution #2023-06, A Resolution Approving The Lawton Housing Authority Five Year Plan for Fiscal Year 2023-2028.

A motion to approve resolution #2023-06, a resolution approving the Lawton Housing Authority five year plan for fiscal year 2023-2028 made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

D. Receive, Discuss, and Approve Lawton Housing Authority Management Discussion and Analysis for Fiscal Year Ending June 30, 2022.

A motion to approve Lawton Housing Authority Management Discussion and Analysis for fiscal year ending June 30, 2022 made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

E. Receive, Discuss, and Approve Housing Authority of Lawton, Oklahoma Audited Financial Statements and Supplemental Date for Twelve Months Ending June 30, 2022 from Mike Estes, P.C.

A motion to approve Housing Authority of Lawton Oklahoma audited financial statements and supplemental date for twelve months ending June 30, 2022 from Mike Estes, P.C. made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

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

Ayes: Cobb, McClain, Bentley, Fitz
Nays: None
Absent: Ashton (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 May 2023.

Secretary