

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

June 15, 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, Ashton, Bentley
Absent: Fitz (excused absence)

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

A motion to approve the minutes for May 18, 2023 made by Commissioner Cobb and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

3. New Business

A. Audience Participation.

No audience participation at this scheduled board meeting June 15, 2023.

A. Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for May provided in the Board Packets.

A motion to approve the Elderly Leasing Services report for May 2023 made by Commissioner Ashton and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

2. Family Leasing Services Department Report

A copy of the Family Leasing Services Report for May 2023 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

3. Section 8/HCVFSS Department Report

A copy of the Section 8 Department Report for May 2023 provided in the Board Packets.

A motion to approve the Section 8 Departmental report for May 2023 made by Commissioner Ashton and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for May 2023 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

A copy of the Secretary's Report for May 2023 provided in the Board Packets.

A motion to approve the Secretary's report for May 2023 made by Chairman Bentley and seconded by Commissioner Ashton. The following vote then recorded:

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

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

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

Chairman Bentley then declared the motion carried.

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

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

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

Chairman Bentley then declared the motion carried.

4. Other Business:

A. Receive, Discuss, and Take Action to Approve Resolution #2023-07, A Resolution Approving the Operating Budget for Fiscal Year July 1, 2023 to June 30, 2024.

A motion to approve resolution #2023-07, a resolution approving the operating budget for fiscal year July 1, 2023 to June 30, 2024 made by Commissioner Cobb and seconded by Commissioner Ashton. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

B. Receive, Discuss, and Take Action to Approve Resolution #2023-08, A Resolution Certifying That No Employee of the Housing Authority of the City of Lawton, Oklahoma Is Servicing in a Variety of Positions Which Will Exceed a 100% Allocation of His/Her Time.

A motion to approve resolution #2023-08, a resolution certifying that no employee of the Housing Authority of the City of Lawton, Oklahoma is servicing in a variety of positions which will exceed a 100% allocation of his/her time made by Commissioner Cobb and seconded by Commissioner Ashton. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

C. Receive, Discuss, and Take Action to Approve Resolution #2023-09, A Resolution Certifying the Re-Examination of Income of All Tenants (Families) In Occupancy at Least Annually for Fiscal Year July 1, 2023 to June 30, 2024.

A motion to approve resolution #2023-09, a resolution certifying the re-examination of income of all tenants (families) in occupancy at least annually for fiscal year July 1, 2023 to June 30, 2024 made by Commissioner Ashton and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

D. Receive, Discuss, and Take Action to Approve Resolution # 2023-10, A Resolution Approving the Operating Budget Revision #1 for Fiscal Year July 1, 2022 to June 30, 2023.

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

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

Chairman Bentley then declared the motion carried.

E. Receive, Discuss, and Approve Resolution #2023-11, A Resolution Authorizing the Write Off of Uncollectible Accounts Ending June 2023 for AMP 2, Lawton Elderly Housing.

A motion to approve Resolution #2023-11, a resolution authorizing the write off of uncollectible accounts ending June 2023 for Amp 2, Lawton Elderly Housing

made by Commissioner Ashton and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

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

Ayes: Cobb, McClain, Bentley, Ashton
Nays: None
Absent: Fitz (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 15th day of May 2023.

Secretary