

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

July 21, 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 June 16, 2022 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.

3. New Business

A. Audience Participation.

No audience participation at this scheduled board meeting July 21, 2022.

A. Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for June 2022 provided in the Board Packets.

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

Ayes: Bentley, McClain, Ashton, Fitz
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 June 2022 provided in the Board Packets.

A motion to approve the Family Leasing Services report for June 2022 made by Commissioner Ashton and seconded by Commissioner Fitz. 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 June 2022 provided in the Board Packets.

A motion to approve the Section 8 Departmental report for June 2022 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.

4. Capital Fund Report

A copy of the Capital Fund Report for June 2022 provided in the Board Packets.

A motion to approve the Capital Fund report for June 2022 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.

5. Secretary's Report.

A copy of the Secretary's Report for June 2022 provided in the Board Packets.

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

Ayes: McClain, Bentley, Fitz, 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 June 2022.

A motion to approve the Lawton Housing Authority check register with description for June 2022 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.

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

A motion to approve the financial reports from Ron Urlaub, CPA for March 2022 made by Commissioner Fitz and seconded by Commissioner Ashton. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

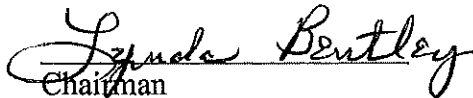
4. Other Business:

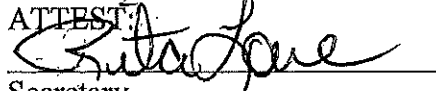
None at this time.

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

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

Chairman Bentley declared the motion carried and the meeting adjourned.


Chairman

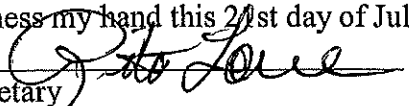
ATTEST:

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 21st day of July 2022.


Secretary

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

June 16, 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, Bentley
Absent: Cobb (excused absence); Fitz (excused absence)

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

A motion to approve the minutes for May 19, 2022 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

Ayes: McClain, Ashton, Bentley
Nays: None
Absent: Cobb (excused absence); 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 16, 2022.

A. Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for May 2022 provided in the Board Packets.

A motion to approve the Elderly Leasing Services report for May 2022 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

Ayes: Bentley, McClain, Ashton
Nays: None
Absent: Cobb (excused absence); 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 2022 provided in the Board Packets.

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

Ayes: Ashton, McClain, Bentley
Nays: None
Absent: Cobb (excused absence); 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 2022 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for May 2022 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

A copy of the Secretary's Report for May 2022 provided in the Board Packets.

A motion to approve the Secretary's report for May 2022 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

Ayes: McClain, Bentley, Ashton
Nays: None
Absent: Cobb (excused absence); 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 2022.

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

Ayes: Ashton, McClain, Bentley
Nays: None
Absent: Cobb (excused absence); 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 2022.

A motion to approve the financial reports from Ron Urlaub, CPA for February 2022 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

4. Other Business:

A. Discuss, and Vote to Approve Resolution 2022-06, A Resolution Amending the Personnel Manual For All Employees of the Housing Authority of the City Of Lawton, Oklahoma.

The Commissioners approved adding June 19th (Juneteenth) to the Lawton Housing Authority Personnel Manual Holidays. Motion follows:

A motion to approve amending the personnel manual for all employees of the Housing Authority of the City of Lawton, Oklahoma by adding the Juneteenth to the Lawton Housing Authority holidays made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

B. Discuss and Vote to Approve Resolution 2022-07, A Resolution Certifying the Re-Examination of Income of all Tenants (Families) in Occupancy at Least Annually for Fiscal Year July 1, 2022 to June 30, 2023.

A motion to approve Resolution 2022-07, a resolution certifying the re-examination of income of all tenants (families) in occupancy at least annually for fiscal year July 1, 2022 to June 30, 2023 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

C. Discuss and Vote to Approve Resolution 2022-08, A Resolution Certifying That No Employee of The City of Lawton, Oklahoma is Serving in a Variety of Positions Which Will Exceed a 100% of His/Her Time.

A motion to approve Resolution 2022-08, a resolution certifying that no employee of the City of Lawton, Oklahoma is serving in a variety of positions which will exceed a 100% of his/her time made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

D. Discuss and Vote to Approve Resolution 2022-09, A Resolution Approving the Operating Budget for Fiscal Year July 1, 2022 to June 30, 2023.

A motion to table Resolution 2022-09, a resolution approving the operating budget for fiscal year July 1, 2022 to June 30, 2023 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

Ayes: Ashton, McClain, Bentley

Nays: None
Absent: Cobb (excused absence); Fitz (excused absence)

Chairman Bentley then declared the motion carried.

E. Discuss and Vote to Approve Resolution 2022-10, A Resolution Approving the Operating Budget Revision #1 for Fiscal Year July 1, 2021 to June 30, 2022.

A motion to table Resolution 2022-10, a resolution approving the operating budget revision #1 for fiscal year July 1, 2021 to June 30, 2022 made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

F. Discuss and Vote to Approve Resolution 2022-11, A Resolution Authorizing the Write Off of Uncollectible Accounts Ending June 2022 for AMP 2, Lawton Elderly Housing. .

A motion to approve Resolution 2022-11, a resolution authorizing the write off of uncollectible accounts ending June 2022 for AMP 2, Lawton Elderly Housing made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

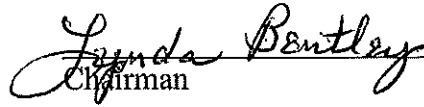
Ayes: Ashton, McClain, Bentley
Nays: None
Absent: Cobb (excused absence); Fitz (excused absence)

Chairman Bentley then declared the motion carried.

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

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

Chairman Bentley declared the motion carried and the meeting adjourned.


Chairman

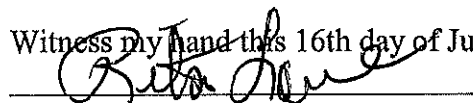
ATTEST:

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 16th day of June 2022.

Secretary

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

March 17, 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, Cobb, Bentley
Absent: None

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

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

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

Chairman Bentley then declared the motion carried.

3. New Business

A. Audience Participation.

Marsha Black, a resident from Benjamin Davis Highrise addressed the Commissioners about bed bugs at the highrise and wanted to know if all current and new tenants had a copy of the Housing Authority Bed Bug Policy. Her 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 February 2022 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

2. Family Leasing Services Department Report

A copy of the Family Leasing Services Report for February 2022 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

3. Section 8/HCVFSS Department Report

A copy of the Section 8 Department Report for February 2022 provided in the Board Packets.

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

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

Absent: None

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for February 2022 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

A copy of the Secretary's Report for February 2022 provided in the Board Packets.

A motion to approve the Secretary's report for February 2022 made by Commissioner Cobb and seconded by Commissioner Ashton. The following vote then recorded:

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

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 February 2022.

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

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

Chairman Bentley then declared the motion carried.

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

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

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

Chairman Bentley then declared the motion carried.

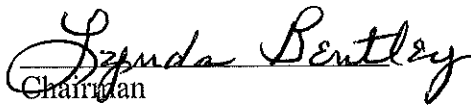
4. Other Business:

No other business at this time.

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

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

Chairman Bentley declared the motion carried and the meeting adjourned.


Chairman

ATTEST:

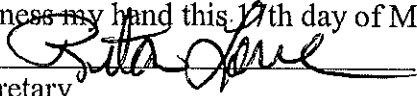
Secretary

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 17th day of March 2022.


Secretary