

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

November 16, 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: McClain, Ashton, Bentley, Fitz, Cobb
Absent: None

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

A motion to approve the minutes for September 21, 2023 and October 19, 2023 cancelled made by Commissioner Fitz and seconded by Commissioner Cobb. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

3. New Business

A. Audience Participation.

No audience participation at this time.

Departmental Reports

1. Elderly Leasing Services Department Report

A copy of the Elderly Leasing Services report for September and October provided in the Board Packets.

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

Ayes:	Fitz, Cobb, Bentley, McClain, 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 September and October 2023 provided in the Board Packets.

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

Ayes:	McClain Ashton, Bentley, Fitz, Cobb
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 September and October 2023 provided in the Board Packets.

A motion to approve the Section 8 Departmental report for September and October 2023 made by Commissioner Fitz and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

4. Capital Fund Report

A copy of the Capital Fund Report for September and October 2023 provided in the Board Packets.

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

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

Chairman Bentley then declared the motion carried.

5. Secretary's Report.

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

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

Ayes:	Ashton, Bentley, Cobb, Fitz McClain
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 September 2023.

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

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

Chairman Bentley then declared the motion carried.

Commissioner Fitz left the board meeting for an appointment.

C. Receive, Discuss, and Take Action to Approve the Lawton Housing Authority Check Register With Description For October 2023.

A motion to approve the Lawton Housing Authority check register with description for October 2023 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 then declared the motion carried.

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

Item Tabled: Financial for July 2023 not completed.

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

Item Tabled: Financial for August 2023 not completed.

4. Other Business:

A: Receive, Discus and Take Action to Approve Resolution #2023-12, A Resolution Authorizing the Write Off of Uncollectible Accounts Ending September 2023 for AMP 1, Lawton Family Housing.

A motion to approve Resolution #2023-12, a resolution authorizing the write off of uncollectible accounts ending September 2023 for AMP 1, Lawton Family Housing made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

B: Receive, Discus and Take Action to Approve Resolution #2023-13, A Resolution Authorizing the Write Off of Uncollectible Accounts Ending September 2023 for AMP 2, Lawton Elderly Housing.

A motion to approve Resolution #2023-13, a resolution authorizing the write off of uncollectible accounts ending September 2023 for AMP 2, Lawton Elderly Housing made by Commissioner Ashton and seconded by Commissioner McClain. The following vote then recorded:

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

Chairman Bentley then declared the motion carried.

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

Ayes: McClain, Cobb, 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 16th day of November 2023.

Secretary