

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

October 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: Cobb, Ashton, McClain, 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 September 15, 2022 made by Commissioner Cobb and seconded by Commissioner Ashton. The following vote then recorded:

Ayes: Cobb, Ashton, McClain, 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 October 20, 2022.

A. Departmental Reports

1. Elderly Leasing Services Department Report

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

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

Ayes: McClain, Bentley, Cobb, 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 September 2022 provided in the Board Packets.

A motion to approve the Family Leasing Services report for September 2022 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.

3. Section 8/HCVFSS Department Report

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

A motion to approve the Section 8 Departmental report for September 2022 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 September 2022 provided in the Board Packets.

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

Ayes: Cobb, Ashton, Bentley, McClain
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 September 2022 provided in the Board Packets.

Rita Love stated Lawton Housing Authority audits are up to date. Mike Estes will be working now on the one for fiscal year 2022.

In closing, she talked about the Bed Bug issue at the Highrise. Ms. Love sent a Notice to all residents of the Highrise asking them for all their help in getting the bed bugs under control.

In her final closing, she mentioned the Lawton Housing Authority Christmas would be held on December 8 2022.

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

Ayes: Bentley, Ashton, 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 September 2022.

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

Ayes: McClain, Cobb, Ashton, Bentley
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 June 2022.

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

Ayes: McClain, Cobb, Ashton, 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 #2022-12, A Resolution Authorizing the Write Off of Uncollectible Accounts Ending September 2022 for AMP 1, Lawton Family Housing.

A motion to approve Resolution # 2022-12, a resolution authorizing the write off of uncollectible accounts ending September 2022 for AMP 1, Lawton Family 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.

B: Receive, Discuss, and Take Action to Approve Resolution #2022-13, A Resolution Authorizing the Write Off of Uncollectible Accounts Ending September 2022 for AMP 2, Lawton Elderly Housing.

A motion to approve Resolution # 2022-13, a resolution authorizing the write off of uncollectible accounts ending September 2022 for AMP 2, Lawton Elderly Housing made by Commissioner Ashton 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.

C: Receive, Discuss, and Take Action to Approve Lawton Housing Authority Management's Discussion and Analysis Report for Fiscal Year June 30, 2021.

A motion to approve Lawton Housing Authority Management's Discussion and Analysis report for fiscal year June 30, 2021 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.

D: Receive, Discuss, and Take Action to Approve Audit Report of Financial Statements and Supplement Data For Fiscal Year Ending June 30, 2021 from Mike Estes, P.C.

Commissioner Ashton stated the report was outstanding due to the pandemic and closing, at that time. Ms. Love did a great job making ends meet.

A motion to approve audit report of financial statements and supplement data for fiscal year ending June 30, 2021 from Mike Estes, P.C. 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, Ashton, Bentley
Nays: None
Absent: McClain (excused absence); Fitz, absent

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 20th day of October 2022.

Secretary