

**HOUSING AUTHORITY OF THE CITY OF NORMAN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

(Board Member Lunch 12:00pm-12:30pm in Executive Office)

**Administration/Resident Initiatives Building
Conference Room
(Handicap Accessible)
700 North Berry Road
Norman, Oklahoma 73069**

AGENDA

**MAY 13, 2024
12:30 p.m.**

Board of Commissioners

Chairman	Jeff Cummins
Vice-Chairperson	Marianne Ratliff
Commissioner	Rick McKinney
Commissioner	Lee Lawrence
Commissioner	Peggy Stockwell

It is the policy of the Housing Authority of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the Housing Authority of the City of Norman, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats and services regarding accessibility or inclusion, please contact us at 405-329-0933 x 313. To better serve you, five (5) business days' advance notice is preferred.

ITEM 1. ROLL CALL

ITEM 2. PLEDGE OF ALLEGIANCE LED BY CHAIRMAN CUMMINS.

ITEM 3. APPROVAL OF AGENDA

ACTION REQUESTED: A motion to approve the Agenda for the May 13, 2024, Regular Board Meeting, as presented.

ACTION TAKEN: _____

ITEM 4. CONSENT DOCKET

INFORMATION:

This Item is placed on the Agenda so that the Board, by unanimous consent, can designate those routine Agenda Items that they wish to be approved or acknowledged by one motion. If any Item proposed does not meet with approval of all Board Members, that Item will be heard in regular order. Staff recommends that Items 5 thru 7 to be placed on the Consent Docket.

ACTION REQUESTED: A motion to place Items 5 thru 7 on the Consent Docket to be approved by one motion.

ACTION TAKEN: _____

ITEM 5. APPROVAL OF MINUTES FROM APRIL 08, 2024, ANNUAL BOARD MEETING.

ACTION REQUESTED: A motion to approve the minutes from the April 08, 2024, Annual Board Meeting, as presented.

ACTION TAKEN: _____

ITEM 6. CONSIDERATION OF FINANCIAL STATEMENTS FOR FEBRUARY 2024, AND ROUTINE CLAIMS AND CREDIT CARD EXPENSES FOR APRIL, 2024.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 7. ADMINISTRATIVE REPORT FOR THE MONTH OF APRIL, 2024.

ACTION REQUESTED: No action necessary.

ACTION TAKEN: _____

ITEM 8. CONSIDERATION OF RESOLUTION NUMBERS NHA 23-24-029 AND NHA 23-24-030, RESOLUTIONS TO DROP ACCOUNTS AS UNCOLLECTIBLE DEBT FROM PAST PUBLIC HOUSING RESIDENTS.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 9. CONSIDERATION OF RESOLUTION NUMBER NHA 23-24-026, A RESOLUTION TO AMEND THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN AND THE PUBLIC HOUSING LOW RENT ADMISSIONS AND CONTINUED OCCUPANCY POLICY. (UTILITY ALLOWANCE SCHEDULE).

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 10. CONSIDERATION OF RESOLUTION NUMBER NHA 23-24-023 REVISING THE FYE 6/30/2024 LOW RENT BUDGET.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 11. EXECUTIVE SESSION TO DISCUSS STAFF & EXECUTIVE DIRECTOR SALARY INCREASES.

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: _____

ITEM 12. OPEN SESSION.

ACTION REQUESTED: A motion to conclude executive session and go into open session.

ACTION TAKEN: _____

ITEM 13. CONSIDERATION OF RESOLUTION NUMBER NHA 23-24-028, A RESOLUTION REVISING THE POSITION DESCRIPTIONS AND SALARY RANGES WITHIN THE ORGANIZATIONAL CHART.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 14. CONSIDERATION OF PAY RAISE INCREASES.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 15. CONSIDERATION OF RESOLUTION NUMBER NHA 23-24-024 APPROVING THE FYE 6/30/2025 LOW RENT BUDGET.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 16. CONSIDERATION OF RESOLUTION NUMBER NHA 23-24-022, A RESOLUTION TO AMEND THE NHA CELL PHONE POLICY.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 17. CONSIDERATION OF RESOLUTION NUMBER NHA 23-24-025, A RESOLUTION TO AMEND THE PROCUREMENT POLICY.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 18. CONSIDRATION OF RESOLUTION NUMBER NHA 23-24-027, A RESOLUTION TO REVISE THE NHA EMPLOYEE HANDBOOK. (PAID TIME OFF)

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: _____

ITEM 19. NEW BUSINESS

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: _____

ITEM 20. RECOGNITION OF VISITORS

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: _____

ITEM 21. COMMISSIONER’S COMMENTS

INFORMATION:

This item appears on the Authority’s Agenda for the Board to make comments and to afford an opportunity for citizens to address the Board.

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: _____

ITEM 22. ADJOURNMENT

ACTION REQUESTED: A motion to adjourn the May 13, 2024 Regular Board Meeting.

ACTION TAKEN: _____

TIME ADJOURNED: _____

NEXT BOARD MEETING – MONDAY, JULY 08, 2024 @ 12:30 PM (REGULAR)