Brandenburg Housing Authority Board of Commissioners Meeting Minutes

Date: September 8, 2026
Time: 6:00 PM
Location: Main Office Community Room

Attendance

Present: Chairperson Janet Nobles, Commissioner David Nguyen, Commissioner Angela Brooks, Commissioner James Carter, Commissioner Elizabeth Dawson
Absent: None
Staff: Executive Director Olivia Johson, Finance Director Emily Chen, Property Manager David Lopez

1. Call to Order

Chairperson Nobles called the meeting to order at 6:02 PM.

2. Approval of Minutes

The Board reviewed the minutes from the March 18, 2026 meeting. Commissioner Carter made a motion to approve the minutes as presented. The motion was seconded by Commissioner Dawson and passed unanimously.

3. Financial Report

Finance Director Chen presented the monthly financial statements. The Authority remains within budget, with a slight increase in maintenance expenses due to seasonal repairs. The Board discussed utility cost trends and potential energy efficiency initiatives.

4. Executive Director Report

Executive Director Johson provided updates on occupancy rates, which are currently at 97%. He also reported on ongoing capital improvement projects, including roof replacements and parking lot repairs. An update on HUD compliance reviews was provided, with no significant findings noted.

5. Maintenance and Modernization

Property Manager Lopez reported on completed work orders and ongoing unit turnovers. The Board discussed timelines for modernization of aging units and reviewed contractor bids for upcoming projects.

6. Tenant Services

Staff provided an overview of resident programs, including job training workshops and community events. The Board discussed strategies to increase resident engagement and participation.

7. New Business

The Board reviewed a proposed revision to the Admissions and Continued Occupancy Policy (ACOP). After discussion, the Board agreed to table the vote until the next meeting pending further review.

8. Old Business

The Board revisited the status of security camera installations. Installation is expected to be completed by the end of May 2026.

9. Public Comment

No public comments were received.

10. Adjournment

There being no further business, Commissioner Nguyen made a motion to adjourn. The motion was seconded by Commissioner Brooks and passed unanimously. The meeting adjourned at 7:15 PM.