

## **REGULAR HOUSING AUTHORITY MEETING MINUTES**

STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF ROSENBERG  
BE IT REMEMBERED:

### **NOTICE OF REGULAR MEETING**

On this the 22nd of January 22 A.D. 2019, The Housing Authority of the City of Rosenberg met in Regular Session at the City of Rosenberg HA office, 117 Lane Drive, Suite 18, Rosenberg, Texas.

### **PERSONNEL PRESENT**

Larry Wilkinson	Chair, City of Rosenberg, HA
Rosie Freeman	Vice Chair, City of Rosenberg, HA
Michael Gutierrez	Commissioner, City of Rosenberg, HA
Eugenia Brown	Commissioner, City of Rosenberg, HA
Kimberly Brown	Secretary, City of Rosenberg, HA

### **ROLL CALL**

Roll Call by Chair Wilkinson all personnel present except Commissioner Stroud.

### **CALL TO ORDER**

This Regular Meeting was called to order by Chair Wilkinson at 5:01 P.M.

### **INVOCATION**

Commissioner Brown gave the invocation.

### **CITIZENS HEARD**

None present

### **REGULAR AGENDA**

#### **APPROVAL OF THE MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG HELD ON MONDAY, NOVEMBER 12, 2018**

A motion was made by Commissioner Brown to approve the minutes of the Regular Meeting on Tuesday, November 12, 2018. The motion was seconded by Commissioner Gutierrez and carried by a unanimous vote of those present.

#### **DISCUSSION OF STATEMENT RECEIVED FROM WELLS FARGO BANK IN REGARD TO THE FSS ESCROW ACCOUNT FOR THE MONTHS ENDED NOVEMBER 2018 AND DECEMBER 2018**

The Commissioners heard and discussed the statements received from Wells Fargo Bank in regard to the FSS escrow account for the months ended November and December 2018.

**APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED NOVEMBER AND DECEMBER 2018**

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended November and December 2018. A motion was made by Commissioner Gutierrez to approve the financial statements as presented. The motion was seconded by Commissioner Brown and carried by a unanimous vote of those present.

**DISCUSSION AND APPROVAL REGARDING THE QUARTERLY INVESTMENT REPORT and YEAR-TO-DATE BALANCES OF HOUSING ASSISTANCE PAYMENTS (HAP) AND ADMINISTRATIVE FEE RESERVES FOR THE QUARTER ENDING DECEMBER 2018**

The Commissioners heard and discussed the Quarterly Investment Report and Year-To-Date balances of the HAP and Administrative Fee Reserves for the Quarter ending December 2018. A motion was made by Commissioner Brown to approve the report as presented. The motion was seconded by Vice chair Freeman and carried by a unanimous vote of those present.

**APPROVAL OF THE HOUSING AUTHORITY'S FLOOD RECOVERY HOME REHAB PROGRAM ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED NOVEMBER AND DECEMBER 2018**

The Board of Commissioners heard and discussed the Housing Authority's Flood Recovery Home Rehab Program estimate of accounts payable and financial statements ended November and December 2018. A motion was made by Commissioner Gutierrez to approve the financial statements as presented. The motion was seconded by Vice Chair Freeman and carried by a unanimous vote of those present.

**DISCUSSION OF FSS PROGRAM SIZE REDUCTION**

The Commissioners heard and discussed the FSS program size reduction from 7 to 5.

**TABLED ACTION REGARDING THE INSTALLATION OF A SECOND EXIT DOOR**

A motion was made by Commissioner Gutierrez to table the consideration of and action regarding the installation of a second exit door in the housing authority for \$5775 by the landlord. The motion was seconded by Commissioner Brown and carried by a unanimous vote of those present.

**APPROVAL OF FLOOD RECOVERY PROGRAM CONTINUATION**

The commissioners heard and discussed the continuation of the Flood Recovery Program with contractor Virginia Puente. A motion was made by Commissioner Brown to continue the Flood Recovery Program with contractor Virginia Puente. The motion was seconded by Commissioner Gutierrez

**DISCUSSION OF GOVERNMENT SHUTDOWN RAMIFICATIONS**

The Commissioners heard and discussed the ramifications of the government shutdown on the housing authority. The commissioners discussed delaying any action until the status of the government at the next board meeting.

REPORT FROM EXECUTIVE DIRECTOR

- A. Unit months leased for November 2018 (451)  
December 2018 (442)
- B. A Landlord Briefing is scheduled for February 22, 2018
- C. Board of Commissioners terms will be expiring in April 2018  
for Chairman Dr. Larry Wilkinson, and Commissioner Sgt. Daryl  
Stroud.
- D. The Executive Director will attend a Texas Business Conference  
In Houston on January 25, 2019
- E. The Executive Director and Housing Counselor may attend a 2  
day Excel Training in the Woodlands with an overnight stay  
March 4 & 5, 2019.
- F. Next tentative scheduled meeting set for February 25, 2019 and  
March 25, 2019.

ADJOURNMENT

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 6:00 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA