

**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 30<sup>th</sup> day of September 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
Michael Gutierrez	Vice Chair, City of Rosenberg, HA
Eugenia Brown	Commissioner, City of Rosenberg, HA
Daryl Stroud	Commissioner, City of Rosenberg, HA
Kimberly Brown	Secretary, City of Rosenberg, HA

**ROLL CALL**

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

**CALL TO ORDER**

This Regular Meeting was called to order by Chair Wilkinson at 5:03 P.M.

**INVOCATION**

Commissioner Brown gave the invocation.

**CITIZENS HEARD**

None present

**REGULAR AGENDA**

**PUBLIC COMMENT REGARDING THE 2016 ADMINISTRATIVE PLAN**

None present

**CONSIDERATION OF COMMENTS FROM CITIZENS**

None to be considered

**APPROVAL OF THE MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING OF  
THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG HELD ON  
MONDAY, AUGUST 19, 2019**

A motion was made by Commissioner Brown to approve the minutes of the Regular Meeting on Monday, August 19, 2019. The motion was seconded by Commissioner Stroud 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 AUGUST 2019**

The Commissioners heard and discussed the statements received from Wells Fargo Bank in regard to the FSS escrow account for the months ended August 2019.

**APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED AUGUST 2019**

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended August 2019. A motion was made by Commissioner Stroud to approve the financial statements as presented. The motion was seconded by Vice Chari Gutierrez 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 AUGUST 2019**

The Board of Commissioners heard and discussed the Housing Authority's Flood Recovery Home Rehab Program estimate of accounts payable and financial statements ended August 2019. A motion was made by Commissioner Stroud to approve the financial statements as presented. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote of those present.

**APPROVAL OF THE AUDIT PROPOSAL SUBMITTED BY BREEDLOVE & CO., P.C. IN THE AMOUNT OF \$9,750.00-\$10,750 INCLUDING REAC SUBMISSION FOR AUDIT OF THE BOOKS FOR YEAR ENDING SEPTEMBER 2019 -2024 AND TO REJECT OTHER PROPOSALS. AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO SIGN THE ENGAGEMENT LETTER ON BEHALF OF THE HOUSING AUTHORITY**

Commissioners heard and discussed the independent audit proposals for fiscal year ended September 30, 2019. A motion was made by Vice Chair Gutierrez to approve the proposal submitted by Breedlove & Co., P.C. in the amount of \$9,750-\$10,750 including REAC submission for audit of the books for year ending September 2019-2024 and to reject the other proposal. Also, authorize the Executive Director to sign the engagement letter on behalf of the Housing Authority. The motion was seconded by Commissioner Stroud and carried by a unanimous vote of those present.

**APPROVAL OF RESOLUTION R-225-19**

A motion was made by Commissioner Brown to approve Resolution R-225-19 caption as follows:

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO APPROVE THE REVISED PAYMENT STANDARD SCHEDULE FOR THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG**

The motion was seconded by Vice Chair Gutierrez and carried by unanimous vote of those present.

**APPROVAL OF RESOLUTION R-226-19**

A motion was made by Commissioner Stroud to approve Resolution R-226-19 caption as follows:

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, APPROVING THE REVISED HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN FOR THE CITY OF ROSENBERG HOUSING AUTHORITY.**

The motion was seconded by Vice Chair Gutierrez and carried by unanimous vote of those present.

**APPROVAL OF RESOLUTION R-227-19**

A motion was made by Commissioner Brown to approve Resolution R-227-19 caption as follows:

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, APPROVING THE FISCAL BUDGET BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020 FOR THE HOUSING CHOICE VOUCHER PROGRAM**

The motion was seconded by Commissioner Stroud and carried by unanimous vote of those present.

**APPROVAL OF RESOLUTION R-228-19**

A motion was made by Vice Chair Gutierrez to approve Resolution R-228-19 caption as follows:

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, APPROVING THE FISCAL BUDGET BEGINNING OCTOBER 1, 2019 AND ENDING DECEMBER 31, 2019 FOR THE FLOOD RECOVERY HOME REHAB PROGRAM**

The motion was seconded by Commissioner Stroud and carried by unanimous vote of those present.

**REPORT FROM EXECUTIVE DIRECTOR**

- A. Unit months leased for August 2019 (446)
  
- B. Next tentative scheduled meeting set for October 19, 2019 and November 18, 2019.

**ADJOURNMENT**

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 5:32 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA