

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 27th day of January A.D. 2020, 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
Sharion Nolden	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 4:54 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 18, 2019

A motion was made by Vice Chair Gutierrez to approve the minutes of the Regular Meeting on Monday, November 18, 2019. The motion was seconded by Commissioner Brown and carried by a unanimous vote of those present.

APPROVAL OF THE MINUTES OF THE SPECIAL BOARD OF COMMISSIONERS MEETING OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG HELD ON TUESDAY, DECEMBER 10, 2019

A motion was made by Commissioner Brown to approve the minutes of the Regular Meeting on Monday, November 18, 2019. The motion was seconded by Vice Chair 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 2019 AND DECEMBER 2019

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 2019.

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

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 2019. A motion was made by Vice Chair Gutierrez to approve the financial statements as presented. The motion was seconded by Commissioner Nolden 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 2019

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 2019. A motion was made by Commissioner Brown to approve the report as presented. The motion was seconded by Vice Chair 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 NOVEMBER AND DECEMBER 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 November and December 2019. A motion was made by Vice Chair 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 OF HUD LETTER REGARDING THE FYE 09/30/2019 SEMAP FINAL SCORE LETTER

The Commissioners heard and discussed the HUD letter regarding the SEMAP score for FYE 09/30/2019.

DISCUSSION OF HUD LETTER REGARDING THE REDUCTION OF THE FSS PROGRAM SIZE FROM A REQUIRED NUMBER OF 4 TO 3

The Commissioners heard and discussed the HUD letter regarding the reduction of the FSS program size from a required number of 4 to 3.

APPROVAL TO CLOSE THE DISASTER HOUSING ASSISTANCE PROGRAM BANK ACCOUNT

The Board of Commissioners heard and discussed the closing of the Disaster Housing Assistance Program Bank Account. A motion was made by Vice Chair Gutierrez to approve the financial statements as presented. The motion was seconded by Commissioner Nolden and carried by a unanimous vote of those present.

APPROVAL OF THE DISPOSAL OF PERSONAL PROPERTY

The Board of Commissioners heard and discussed the disposal of personal property owned by the Rosenberg Housing Authority consisting of a HP color printer and the AVAYA phone system. A motion was made by Vice Chair Gutierrez to dispose of the items as listed. The motion was seconded by Commissioner Gutierrez and carried by a unanimous vote of those present

REPORT FROM EXECUTIVE DIRECTOR

- A. Unit months leased for November 2019 (448)
December 2019 (446)
- B. Board of Commissioners terms will be expiring in April 2019 for Vice Chair Michael Gutierrez, Commissioner Eugenia Brown and resident Commissioner Sharion Nolden.
- C. The Rosenberg Housing Authority staff with the exception of the clerk will be attending a Rent Calculation Class in Orlando, FL February 3-6, 2020.
- D. Next tentative scheduled meeting set for February 24, 2020 and March 16, 2020.

ADJOURNMENT

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 5:45 P.M.

Kimberly Brown, Secretary/
Executive Director

Larry Wilkinson, Chair
City of Rosenberg, HA