

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 16th day of March 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
Daryl Stroud	Commissioner, City of Rosenberg, HA
Debbie Kelly	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.

CALL TO ORDER

This Regular Meeting was called to order by Chair Wilkinson at 4:55 P.M.

APPOINTMENT AND ADMINISTRATION OF OATH OF OFFICE BY TORI LOPER

Tori Loper, Notary administered the oath of office to Michael Gutierrez, Eugenia Brown, and Debbie Kelly for a two-year term ending April 20, 2022.

DR. LARRY WILKINSON RE-ELECTED CHAIR OF THE BOARD

Commissioner Gutierrez made a motion to re-elect Dr. Larry Wilkinson as Chairman. Commissioner Stroud seconded the motion and carried by a unanimous vote.

MR. MICHAEL GUTIERREZ ELECTED VICE-CHAIR OF THE BOARD

Commissioner Brown made a motion to elect Mr. Michael Gutierrez as Vice-Chairperson of the Board. Commissioner Stroud seconded the motion and carried by a unanimous vote.

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, MARCH 16, 2020

A motion was made by Commissioner Stroud to approve the minutes of the Regular Meeting on Monday, February 24, 2020. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote.

DISCUSSION OF STATEMENT RECEIVED FROM WELLS FARGO BANK IN REGARD TO THE FSS ESCROW ACCOUNT FOR THE MONTHS ENDED MARCH 2020

The Commissioners heard and discussed the statements received from Wells Fargo Bank in regard to the FSS escrow account for the months ended March 2020.

APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED MARCH 2020

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended March 2020. 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.

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 MARCH 2020

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 March 2020. A motion was made by Vice-Chair Gutierrez to approve the report as presented. The motion was seconded by Commissioner Stroud and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-234-20

A motion was made by Vice-Chair Gutierrez to approve Resolution R-234-20 caption as follows:

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO ADOPT AND ESTABLISH THE REVISED PERSONNEL POLICY FOR THE PROCEDURES TO BE FOLLOWED BY EMPLOYEE MATTERS OF THE HOUSING AUTHORITY

The motion was seconded by Commissioner Stroud and carried by unanimous vote

DISCUSSION REGARDING THE HOUSTON HOUSING AUTHORITY OPERATING IN FORT BEND COUNTY

The Commissioners discussed the issue of Houston Housing Authority operating in Fort Bend Co. without proper authorization from Fort Bend County. The commissioners discussed several alternatives to pursue to rectify the situation.

**DISCUSSION OF THE HOUSING AUTHORITY TO RENEW A 3 YEAR LEASE WITH MELLON
REAL ESTATE**

The Commissioners heard and discussed renewing the lease for the Rosenberg Housing Authority effective for another 3 years with Mellon Real Estate.

REPORT FROM EXECUTIVE DIRECTOR

- A. Unit months leased for March 2020 (449)
- B. The results of the COVID-19 pandemic on the housing authority and its operations.
(PG. 26)
- C. Next tentative scheduled meeting set for May 18, 2020 and June 22, 2020.

ADJOURNMENT

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 5:56 P.M.

Kimberly Brown, Secretary/
Executive Director

Larry Wilkinson, Chair
City of Rosenberg, HA