

## **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 19th day of April A.D. 2021, 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
Debbie Kelly	Commissioner, 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.

### **CALL TO ORDER**

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

### **INVOCATION**

Commissioner Brown gave the invocation.

### **APPOINTMENT AND ADMINISTRATION OF OATH OF OFFICE BY NOTARY, TORI LOPER**

Tori Loper, Notary for The City of Rosenberg administered the oath of office to Dr. Larry Wilkinson, and Sgt. Daryl Stroud for a two-year term ending April 19, 2023.

### **DR. LARRY WILKINSON RE-ELECTED CHAIRMAN OF THE BOARD**

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

### **MR. MICHAEL GUTTIEREZ RE-ELECTED VICE-CHAIRPERSON OF THE BOARD**

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

### **CITIZENS HEARD**

Daniel Smith, Ojala Holdings

**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 15, 2021**

A motion was made by Commissioner Gutierrez to approve the minutes of the Regular Meeting on Monday, March 15, 2021. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

**DISCUSSION OF STATEMENT RECEIVED FROM ALLEGIANCE IN REGARD TO THE FSS ESCROW ACCOUNT FOR THE MONTH ENDED MARCH 2021**

The Commissioners heard and discussed the statements received from Allegiance Bank regarding the FSS escrow account for the month ended March 2021. A motion was made by Commissioner Stroud to approve the statement received from Allegiance Bank regarding the FSS Escrow account for the month ended March 2021. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

**APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED MARCH 2021**

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended March 2021. A motion was made by Commissioner Stroud to approve the financial statements as presented. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

**APPROVAL OF THE HOUSING AUTHORITY'S CARES ACT EXPENSES FOR THE MONTH ENDING MARCH 2021**

The Commissioners heard and discussed the expenses assigned to the CARES ACT for the months ended March 2021. A motion was made by Commissioner Kelly to approve the CARES act expenses as presented. The motion was seconded by Commissioner Stroud 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 2021**

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 2021. A motion was made by Commissioner Brown to approve the report as presented. The motion was seconded by Commissioner Gutierrez and carried by a unanimous vote.

**DISCUSSION OF HOUSING AUTHORITY PROGRAM ANALYSIS**

The Commissioners heard and discussed the program analysis for the Rosenberg Housing Authority as presented by HUD.

**APPROVAL OF THE AUDIT REPORT OF FINANCIAL RECORDS FOR FISCAL YEAR ENDED SEPTEMBER 30, 2020 PREPARED BY BREEDLOVE & CO., P.C.**

The Board of Commissioners heard and discussed the audit report of financial records for fiscal year ended September 30, 2020 prepared by Breedlove & Co., P.C. A motion was made by Commissioner Stroud to approve the audit report as presented. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

**HEAR AND DISCUSS YEAR TO DO REVENUES AND EXPENSES FOR FY 2021 BUDGET**

The Commissioners heard and discussed the year to date revenues and expenses FY 2021 budget.

**APPROVAL OF RESOLUTION R-247-21**

A motion was made by Commissioner Stroud to approve Resolution R-247-21 caption as follows:

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, APPROVING AMENDING THE BUDGET FOR ADDING THE EXECUTIVE DIRECTOR TO THE MEDICAL PLAN FOR THE HOUSING AUTHORITY.

The motion was seconded by Commissioner Kelly and passed with dissenting Commissioner Gutierrez.

**APPROVAL OF THE HOUSING AUTHORITY TO PROCURE LEGAL COUNSEL FOR THE CREATION OF A PUBLIC FACILITY CORPORATION.**

The Commissioners heard and discussed the project proposed by Ojala Holdings. A motion was made by Vice Chair Gutierrez to procure legal counsel for the creation of a public facility corporation. The motion was seconded by Commissioner Brown and passed with dissenting Commissioner Kelly and Commissioner Stroud.

**REPORT FROM EXECUTIVE DIRECTOR**

- A. Unit months leased for March 2021 (445)
- B. Second Stake Holder Meeting for MTW was held 4/13/2021.
- C. Next tentative scheduled meeting set for May 17, 2021.

**ADJOURNMENT**

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 7:04 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA