

## **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 25th day of October 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
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 Kelly.

### **CALL TO ORDER**

This Regular Meeting was called to order by Chair Wilkinson at 5:00 P.M.

### **INVOCATION**

Commissioner Brown gave invocation.

### **CITIZENS HEARD**

None present

### **REGULAR AGENDA**

#### **PUBLIC HEARING REGARDING THE 2022 ADMINISTRATIVE PLAN**

None present

#### **APPROVAL OF RESOLUTION R-254-21**

A motion was made by Commissioner Stroud to approve Resolution R-254-21 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 Commissioner Brown and carried by a unanimous vote of those present.

**APPROVAL OF THE MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG HELD ON MONDAY, SEPTEMBER 20, 2021**

A motion was made by Commissioner Brown to approve the minutes of the Regular Meeting on Monday, October 25, 2021. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote of those present.

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

The Commissioners heard and discussed the statements received from Allegiance Bank regarding the FSS escrow account for the month ended September 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 September 2021. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote of those present.

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

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

**DISCUSSION OF CARES ACT EXPENSES FOR THE MONTH ENDING SEPTEMBER 2021**

The Commissioners heard and discussed the expenses assigned to the CARES ACT for the months ended September 2021.

**DISCUSSION AND APPROVAL OF THE HOUSING AUTHORITY'S 2021 ANNUAL REPORT TO BE PRESENTED TO THE CITY OF ROSENBERG MAYOR AND COUNCIL FOR FISCAL YEAR ENDING SEPTEMBER 30, 2021**

The Commissioners heard and discussed the Housing Authority's 2021 Annual Report to be presented to the City of Rosenberg Mayor and Council for fiscal year ending September 30, 2021 by the Chair on November 16, 2021 at 6:30p.m. A motion was made by Vice Chair Gutierrez to approve and authorize the Chair to present the 2021 Annual Report as presented. The motion was seconded by Commissioner Stroud and carried by a unanimous vote of those present.

**REPORT FROM EXECUTIVE DIRECTOR**

Report from the Executive Director.

A. Unit months leased for September 2021 (458)

Unit months leased for VASH September 2021 (2)

Unit months leased for Mainstream September 2021 (34)

B. The next tentative Board meeting will be on November 15, 2021 and no scheduled meeting for December.

**ADJOURNMENT**

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 5:25 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA