

## **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 18<sup>th</sup> day of February A.D. 2024, The Housing Authority of the City of Rosenberg met in Regular Session at the City of Rosenberg HA office, 117 Lane Drive, Suite 22, 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 5:02 P.M.

### **INVOCATION**

Commissioner Brown gave an invocation.

### **CITIZENS HEARD**

|                                      |                |
|--------------------------------------|----------------|
| Tory Gunsolley – PHActory Consulting | Lauren Hodge   |
| Kennedy Oliphant                     | Carolina Erick |
| Jacob Dollig                         |                |

### **CONSENT AGENDA**

**APPROVAL OF THE MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING OF  
THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG HELD ON  
MONDAY, JANUARY 22, 2024**

**APPROVAL OF THE HOUSING AUTHORITY’S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS  
PAYABLE AND FINANCIAL STATEMENTS ENDED JANUARY 2024**

A motion was made by Commissioner Stroud to approve the consent agenda. The motion was seconded by Commissioner Kelly and carried by a unanimous vote.

**REGULAR AGENDA**

**APPROVAL OF PROPERTY DISPOSAL**

The Commissioners heard and discussed the disposal and donation of depreciated furniture and equipment during the move. A motion was made by Commissioner Stroud to approve the property disposal. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote.

**APPROVAL OF RESOLUTION R-288-24**

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO APPROVE THE REVISED UTILITY ALLOWANCE SCHEDULES FOR THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG INTO 5 OF THE MAJOR CITIES WITH SMALLER CITIES USING THE UTILITY ALLOWANCE OF THE CLOSEST CITY.

A motion was made by Commissioner Kelly to approve the revised utility allowance schedules. The motion was seconded by Commissioner Stroud and carried by a unanimous vote.

**DISCUSSION AND EXPLANATION OF PFC TRANSACTIONS PENDING APPROVAL WITH TORY GUNSOLLEY WITH PHACTORY**

Tory Gunsolley with the PHActory discussed the housing authority's term sheet for future PFC deals, the goals of the housing authority for the PFC deals, what can and can't be negotiated, the result to the housing authority if all deals are approved.

**EXECUTIVE SESSION WAS ENTERED TO DISCUSS ONGOING PARTNERSHIPS AND GENERAL TERMS.**

Executive Session was entered to discuss ongoing partnerships and general terms of future PFC acquisitions and questions regarding the partnerships currently on the agenda.

**APPROVAL OF R-285-23**

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, AUTHORIZING SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE MEMORANDUM OF UNDERSTANDING WITH REGARD TO ROYAL SIENNA APARTMENTS

A motion was made by Vice Chair Gutierrez to authorize the housing authority to facilitate a MOU with Rooyal Sienna Apartments. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

**APPROVAL OF R-286-23**

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, AUTHORIZING SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE MEMORANDUM OF UNDERSTANDING WITH REGARD TO VISTA WILLIAMS RANCH.

A motion was made by Vice Chair Gutierrez to authorize the housing authority to facilitate a MOU with Vista Williams Ranch. The motion was seconded by Commissioner Stroud and carried by a unanimous vote.

**APPROVAL OF RESOLUTION R-287-23**

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, AUTHORIZING SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE MEMORANDUM OF UNDERSTANDING WITH REGARD TO HANOVER LAKEMONT

A motion was made by Commissioner Stroud to authorize the housing authority to facilitate a MOU with Hanover Lakemont. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote.

**REPORT FROM EXECUTIVE DIRECTOR**

Report from the Executive Director.

- A. Unit months leased for January 2024 (457)
  - Unit months leased for VASH 2024 (8)
  - Unit months leased for Mainstream 2024 (47)
  - Unit months leased for FYI (10)
  - Unit months leases under Portability (135)
- B. Board of Commissioners terms will be expiring in April 2024 for Vice Chair Michael Gutierrez, Commissioner Eugenia Brown and Commissioner Debbie Kelly.
- C. The next board meeting will be March 18 and April 22.

**ADJOURNMENT**

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 6:19 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA