

## **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 22nd day of January 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 18, Rosenberg, Texas.

### **PERSONNEL PRESENT**

Larry Wilkinson	Chair, City of Rosenberg, HA
Daryl Stroud	Commissioner, City of Rosenberg, HA
Debbie Kelly	Commissioner, City of Rosenberg, HA
Kimberly Brown	Secretary, City of Rosenberg, HA

### **ROLL CALL**

Roll Call by Chair Wilkinson all personnel present except Commissioner Brown and Vice Chair Gutierrez.

### **CALL TO ORDER**

This Regular Meeting was called to order by Chair Wilkinson at 5:03 P.M.

### **INVOCATION**

Chair Wilkinson gave an invocation.

### **CITIZENS HEARD**

Lance Gilliam  
Jason Lentz – Vista Residential  
Dan Giles and Jacob Donly – State Representative Gary Gates.

### **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, DECEMBER 18, 2023**

**APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS  
PAYABLE AND FINANCIAL STATEMENTS ENDED DECEMBER 2023**

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 of those present.

**REGULAR AGENDA**

**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 2023**

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 2023

**DISCUSSION OF THE HOUSING AUTHORITY’S TIME DEPOSIT ACCOUNT WITH STELLAR BANK TO CHANGE TO 7 MONTHS**

The commissioners heard and discussed changing the time deposit account with Stellar bank to 7 months. A motion was made by Commissioner Stroud to approve the change. The motion was seconded by Commissioner Kelly and carried by a unanimous vote of those present.

**DISCUSSION AND APPROVAL REGARDING THE USE OF ADMINISTRATIVE RESERVES FOR THE PURCHASE OF THE WORK NUMBER, SALARY FOR A FINANCE DIRECTOR AND FUNDING FOR THE MOVE.**

The commissioners heard and discussed the use of administrative reserves for the purchase of the Work Number, salary for a finance director and funding for the move. A motion was made by Commissioner Stroud to approve \$125,000 from the administrative reserve for purchases. The motion was seconded by Commissioner Kelly and carried by a unanimous vote of those present.

**DISCUSSION AND APPROVAL OF AUXANO DEVELOPMENT TO PROVIDE COMPLIANCE MONITORING FOR THE PFC TRANSACTIONS BOTH CURRENT AND FUTURE.**

The commissioners heard and discussed using Auxano Development for compliance monitoring for the PFC transactions both current and future. A motion was made by Commissioner Stroud to approve using Auxano Development. The motion was seconded by Commissioner Kelly and carried by a unanimous vote of those present.

**RESOLUTION R-285-23 WAS TABLED**

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, AUTHORIZING THE EXECUTIVE DIRECTOR OR AUTHORIZED REPRESENTATIVE OF housing authority of the city of rosenberg, tx (the “Authority”) TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT to facilitate MEMORANDUM OF UNDERSTANDING WITH REGARD TO ROYAL SIENNA APARTMENTS.

**RESOLUTION R-286-23 WAS TABLED**

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.

**RESOLUTION R-287-23 WAS TABLED**

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

**REPORT FROM EXECUTIVE DIRECTOR**

- A. Unit months leased for December 2024 (460)
  - Unit months leased for VASH 2024 (8)
  - Unit months leased for Mainstream 2024 (47)
  - Unit months leased for FYI (9)
  - Unit months leases under Portability (134)
- B. The housing authority is hoping to move into the new office space on February 5, 2024.
- C. Board of Commissioners terms will be expiring in April 2024 for Vice Chair Michael Gutierrez, Commissioner Eugenia Brown, and Commissioner Debbie Kelly.
- D. The housing authority will be closed January 29-February 1 as we transition to the new location.
- E. The next board meeting will be February 26 and March 18.

**ADJOURNMENT**

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 6:14 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA