

NOTICE OF REGULAR BOARD OF COMMISSIONERS MEETING

NOTICE IS HEREBY GIVEN THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, FORT BEND COUNTY, TEXAS, WILL MEET IN REGULAR SESSION OPEN TO THE PUBLIC AS FOLLOWS:

**TIME:** 5:00 p.m., Monday, September 29, 2025

**PLACE:** City of Rosenberg HA, 117 Lane Dr., Ste. 22, Rosenberg, TX 77471

**PURPOSE:** Regular Board of Commissioners Meeting Agenda  
As follows:

Roll call.

Call to order.

Invocation.

Citizens to be Heard

The Board of Commissioners reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Title 5, Chapter 551, of the Texas Government Code.

CONSENT AGENDA

1. Consideration of and action on minutes of the Regular Meeting of The Board of Commissioners of the Housing Authority of the City of Rosenberg, Texas held on Monday, August 11, 2025. (PG. 6)
2. Consideration of and action on the Housing Authority's HCV estimate of Accounts payable and financial statements ended August 2025. (PG. 9)

REGULAR AGENDA

3. Consideration of and action on Resolution R-315-25 approving the amendment of the Administrative Plan to enact the MTW waivers approved by HUD regarding Interims and Payment Standards. (pg. 21)
4. Consideration of and action on Resolution R-316-25 approving the Budget for fiscal year beginning October 1, 2025 and ending September 30, 2026. (PG. 24)
5. Consideration of and action on Resolution R-317-25 approving the Procurement Policy adopting the change to the small purchase threshold to \$100,000 passed by Texas Senate Bill 1173. (PG. 28)

6. Consideration of and action on Resolution R-318-25 approving the Payment Standards based on the SAFMRS that were updated on 10/1/2025. (PG. 30)
7. Consideration of and action on Resolution R-319-25 amending the capitalization policy of the housing authority with updated limits. (PG. 34)
8. Report from the Executive Director.
  - A. Unit months leased for August 2025:
    - HCV (452)
    - VASH (7)
    - Mainstream (45)
    - FYI (18)
    - Portability (197)
  - B. Next tentative scheduled meeting set for October 20, 2025 and November 17, 2025.

7. Adjournment.  
(SEAL)



*Kimberly Brown*

Kimberly Brown, Secretary,  
City of Rosenberg HA  
Board of Commissioners

Reasonable accommodation for the disabled attending this meeting will be available; disabled persons in need of special assistance at the meeting should contact the Housing Clerk at (281) 342-1456.

**Rosenberg Housing Authority  
Operating Budget FY 2026**

**Income**

Administrative Fees	\$559,075
Portability Fees	\$133,000
Fraud Recovery	<u>\$15,000</u>
	\$707,075

**Expenses**

Salaries	\$469,000
Contract Labor	\$5,200
Training	\$10,000
Worker's Compensation	\$1,550
Insurance	\$9,200
Advertising	\$600
Unemployment	\$1,300
Audit	\$11,000
Rent	\$54,000
Electrical	\$8,500
Office Supplies	\$6,000
Business Expenses	\$3,000
Phone/Internet	\$9,000
Accounting Fees	\$8,000
Postage	\$1,750
Employee Benefits	\$110,000
Computer Maintenance	\$15,000
Dues/Subscriptions	\$52,000
Social Security	\$35,900
Legal	\$5,000
Outgoing Port Fees	\$3,500
Payroll Expenses	<u>\$4,000</u>
	\$823,500
Net Income/Loss	(\$116,425)
Administrative Reserve	\$116,425
	\$0