

## **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 14th day of July A.D. 2025, 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
Eugenia Brown	Commissioner, City of Rosenberg, HA
Lupe Cabello	Commissioner, City of Rosenberg, HA
David McCatty	Commissioner, City of Rosenberg, HA
Kimberly Brown	Secretary, City of Rosenberg, HA

### **ROLL CALL**

Roll Call by Chair Wilkinson all present

### **CALL TO ORDER**

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

### **INVOCATION**

Commissioner Brown gave an invocation.

### **CITIZENS PRESENT**

None present

### **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, JUNE 16, 2025**

A motion was made by Vice Chair Gutierrez to approve the minutes of the Regular Meeting on Monday, June 16, 2025. The motion was seconded by Commissioner McCatty and carried by a unanimous vote.

#### **APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED JUNE 2025**

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended June 2025. A motion was made by Commissioner Cabello to approve the financial statements as presented. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-312-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS TO APPROVE THE SUBMISSION OF THE MTW SUPPLEMENT TO THE ANNUAL PHA PLAN FOR THE MTW PHA FISCAL YEAR BEGINNING OCTOBER 1, 2025 FOR THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG.

A motion was made by Commissioner McCatty to approve the MTW Supplement to the Annual Plan. The motion was seconded by Vice Chair Gutierrez and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-313-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO ADOPT A CIVIL RIGHTS CERTIFICATION FOR THE HOUSING AUTHORITY OF CITY OF ROSENBERG.

A motion was made by Vice Chair Gutierrez to approve the Civil Rights Certification. The motion was seconded by Commissioner McCatty and carried by a unanimous vote.

DISCUSSION REGARDING THE QUARTERLY INVESTMENT REPORT and YEAR-TO-DATE BALANCES OF HOUSING ASSISTANCE PAYMENTS (HAP) AND ADMINISTRATIVE FEE RESERVES FOR THE QUARTER ENDING JUNE 2025

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 June 2025

APPROVAL OF HANNAH BOND AS THE INDEPENDENT AUDITOR FOR THE FISCAL YEARS ENDED SEPTEMBER 30, 2025 THROUGH SEPTEMBER 30, 2029.

The Commissioners heard and discussed the audit proposals for Breedlove & Co., Audit Solutions, Hannah Bond and Smith Marion. A motion was made by Vice Chair Gutierrez to approve the audit proposal from Hannah Bond. The motion was seconded by Commissioner Cabello.

CONSIDERATION OF AND DISCUSS THE PROPOSED BUDGET FOR FISCAL YEAR 2026 BEGINNING OCTOBER 1, 2026.

The Commissioners discussed the proposed budget for fiscal year 2026.

**REPORT FROM EXECUTIVE DIRECTOR**

- A. Unit months leased for June 2025 (429)  
Unit months leased for VASH June 2025 (7)  
Unit months leased for Mainstream June 2025 (45)  
Unit months leased for FYI June 24 (17)  
Unit months leases under Portability (202)
- B. RHA Personnel update.
- C. Next tentative scheduled meeting set for August 11, 2025  
and September 29, 2025

**ADJOURNMENT**

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 5:36 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chair  
City of Rosenberg, HA