

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 29th day of September 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
Lupe Cabello	Commissioner, City of Rosenberg, HA
David McCatty	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 present.

CALL TO ORDER

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

INVOCATION

Secretary Brown gave an invocation.

CITIZENS PRESENT

None present

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, AUGUST 11, 2025

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

The Board of Commissioners heard and discussed the minutes of the Regular Meeting on Monday, July 11, 2025, and the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended aUGUST 2025. A motion was made by Vice Chair Gutierrez to approve the financial statements as presented. The motion was seconded by Commissioner Cabello and carried by a unanimous vote.

REGULAR AGENDA

APPROVAL OF RESOLUTION R-315-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, APPROVING THE AMENDMENT THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN FOR THE CITY OF ROSENBERG HOUSING AUTHORITY

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

APPROVAL OF RESOLUTION R-316-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, APPROVING THE AMMENDMENT TO THE FISCAL BUDGET BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026 FOR THE HOUSING CHOICE VOUCHER PROGRAM

A motion was made by Commissioner McCatty to approve the amendment to the Fiscal Budget for FY 2026. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-317-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO ADOPT AND ESTABLISH THE REVISED PROCUREMENT POLICY OF THE CITY OF ROSENBERG HOUSING AUTHORITY

A motion was made by Commissioner Cabello to approve the amendment to the Procurement Policy. The motion was seconded by Vice Chair Guttierrez and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-318-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO ADOPT SMALL AREA FAIR MARKET RENTS (SAFMR) FOR THE PAYMENT STANDARD SCHEDULE FOR THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG.

A motion was made by Vice Chair Guttierrez to approve the amendment to the Payment Standard Schedule. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-319-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG, TEXAS, TO AMEND THE CAPITALIZATION POLICY OF THE CITY OF ROSENBERG HOUSING AUTHORITY

A motion was made by Vice Chair Guttierrez to approve the amendment to the Capitalization Policy. The motion was seconded by Commissioner Brown and carried by a unanimous vote.

APPROVAL OF RESOLUTION R-320-25

A RESOLUTION BY THE BOARD OF COMMISSIONERS AUTHORIZING THE WRITE-OFF OF UNCOLLECTIBLE DEBT

A motion was made by Vice Chair Gutierrez to approve the amendment to the Capitalization Policy. The motion was seconded by Commissioner Cabello and carried by a unanimous vote.

REPORT FROM EXECUTIVE DIRECTOR

A. Unit months leased for August 2025:

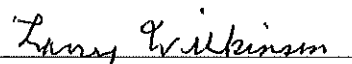
- HCV (452)
- VASH (7)
- Mainstream (45)
- FYI (18)
- Portability (197)

B. Next tentative scheduled meeting set for October 20, 2025 and November 17, 2025.

ADJOURNMENT

There being no further business Chair Wilkinson adjourned the Regular Board meeting at 5:43 P.M.


Kimberly Brown, Secretary/
Executive Director


Larry Wilkinson, Chair
City of Rosenberg, HA