

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 23rd of January A.D. 2017, 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

Dr. Larry Wilkinson	Chair, City of Rosenberg, HA
Sgt. Daryl Stroud	Commissioner, City of Rosenberg, HA
Eugenia Brown	Commissioner, City of Rosenberg, HA
Michael Gutierrez	Commissioner, City of Rosenberg, HA
Kimberly Brown	Secretary, City of Rosenberg, HA

ROLL CALL

Roll Call by Chair Wilkinson all personnel except Vice Chair Rosie Freeman.

CALL TO ORDER

This Regular Meeting was called to order by Chair Wilkinson at 5:06 P.M.

INVOCATION

Commissioner Brown gave the invocation.

CITIZENS HEARD

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, NOVEMBER 21, 2016

A motion was made by Commissioner Stroud to approve the minutes of the Regular Meeting on Monday, November 21, 2016. The motion was seconded by Commissioner Gutierrez and carried by a unanimous vote of those present.

DISCUSSION OF STATEMENT RECEIVED FROM WELLS FARGO BANK IN REGARD TO THE FSS ESCROW ACCOUNT FOR THE MONTHS ENDED NOVEMBER & DECEMBER 2016

The Commissioners heard and discussed the statements received from Wells Fargo Bank in regard to the FSS escrow account for the months ended November and December 2016.

APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED NOVEMBER AND DECEMBER 2016

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended November and December 2016. A motion was made by Commissioner Gutierrez to approve the financial statements as presented. The motion was seconded by Commissioner Brown and carried by a unanimous vote of those present.

APPROVAL OF THE HOUSING AUTHORITY'S FLOOD RECOVERY HOME REHAB PROGRAM ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED NOVEMBER AND DECEMBER 2016

The Board of Commissioners heard and discussed the Housing Authority's Flood Recovery Home Rehab Program estimate of accounts payable and financial statements ended November and December 2016. A motion was made by Commissioner Stroud to approve the financial statements as presented. The motion was seconded by Commissioner Brown and carried by a unanimous vote of those present.

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 2016

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 2016. A motion was made by Commissioner Gutierrez to approve the report as presented. The motion was seconded by Commissioner Stroud and carried by a unanimous vote of those present.

DISCUSSION AND APPROVAL REGARDING THE COMMISSIONERS SIGN AND RETURN THE PUBLIC ACCESS FORM

The Commissioners heard and discussed the requirement to sign and return the public access form. Forms were signed and returned by all those present

APPROVAL OF RESOLUTION R-196-17

A motion was made by Commissioner Brown to approve Resolution R-196-17 caption as follows:

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, 2016 AND ENDING SEPTEMBER 30, 2017 FOR THE HOUSING CHOICE VOUCHER PROGRAM.

The motion was seconded by Commissioner Gutierrez and carried by unanimous vote of those present.

APPROVAL OF THE ELIGIBILITY REGARDING AN ELDERLY APPLICANT FOR THE FLOOD RECOVERY HOME REHAB PROGRAM

The Commissioners heard and discussed the eligibility of an elderly applicant for the Flood Recovery Home Rehab Program in the absence of a few of the required documents as a reasonable accommodation for the disabled spouse. Eligibility was approved for repairs not to exceed \$4000. A motion was made by Commissioner Stroud to approve the eligibility as a reasonable accommodation for the disabled spouse. The motion was seconded by Commissioner Brown and carried by a unanimous vote of those present.

DISCUSSION OF JANUARY 2017 MONTHLY REPORT FOR THE FLOOD RECOVERY HOME REHAB PROGRAM

The Commissioners heard and discussed the report by Fort Bend Corps concerning the activity on the Flood Recovery Home Rehab Program for January 2017.

REPORT FROM EXECUTIVE DIRECTOR

- A. Unit months leased for November 2016 (451)
December 2016 (449)
- B. The Executive Director will attend a Nan McKay Executive Management Training January 28 - February 3, 2017 in Anaheim, CA.
- C. Discussion of use of a temporary contract worker over the holidays for scanning inactive files.
- D. Discussion of Flood Recovery Home Rehab Program.
- E. Board of Commissioners terms will be expiring in April 2017 for Chairperson Larry Wilkinson and Commissioner Daryl Stroud.
- F. Auditor will be present for an onsite review on January 24 -26, 2017.
- G. The next tentative Board meeting will be on February 27, 2017 and March 27, 2017

ADJOURNMENT

There being no further business Chairman Wilkinson adjourned the Regular Board meeting at 5:42P.M.

Kimberly Brown, Secretary/
Executive Director

Larry Wilkinson, Chairman
City of Rosenberg, HA