

## **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 31st of July 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
Rosie Freeman	Vice-Chair, City of Rosenberg, HA
Michael Gutierrez	Commissioner, City of Rosenberg, HA
Daryl Stroud	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.

### **CALL TO ORDER**

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

### **INVOCATION**

Chair Wilkinson gave the invocation.

### **CITIZENS HEARD**

None present

### **REGULAR AGENDA**

#### **PUBLIC COMMENT REGARDING THE 2017 ADMINISTRATIVE PLAN**

None present

#### **CONSIDERATION OF COMMENTS FROM CITIZENS**

None to be considered

#### **APPROVAL OF THE MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING OF THE HOUSING AUTHORITY OF THE CITY OF ROSENBERG HELD ON MONDAY, JUNE 19, 2017**

A motion was made by Commissioner Stroud to approve the minutes of the Regular Meeting on Monday, June 19, 2017. 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 JUNE 2017**

The Commissioners heard and discussed the statements received from Wells Fargo Bank in regard to the FSS escrow account for the months ended June 2017.

**APPROVAL OF THE HOUSING AUTHORITY'S HOUSING CHOICE VOUCHER (HCV) ACCOUNTS PAYABLE AND FINANCIAL STATEMENTS ENDED JUNE 2017**

The Board of Commissioners heard and discussed the Housing Authority's Housing Choice Voucher estimate of accounts payable and financial statements ended June 2017. A motion was made by Commissioner Gutierrez to approve the financial statements as presented. The motion was seconded by Vice-Chair Freeman 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 JUNE 2017**

The Board of Commissioners heard and discussed the Housing Authority's Flood Recovery Home Rehab Program estimate of accounts payable and financial statements ended June 2017. A motion was made by Commissioner Stroud to approve the financial statements as presented. The motion was seconded by Vice-Chair Freeman and carried by a unanimous vote of those present.

**DISCUSSION OF JUNE 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 June 2017.

**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 JUNE 2017**

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 2017. 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 REGARDING THE HUD LETTER FOR AN ON-SITE MANAGEMENT AND TECHNICAL ASSISTANCE REVIEW OF THE SECTION 8 PROGRAM**

The Board of Commissioners heard and discussed the letter and the visit by HUD for the On-Site Management and technical assistance review of the Section 8 program.

**APPROVAL OF RESOLUTION R-202-17**

A motion was made by Commissioner Gutierrez to approve Resolution R-202-17 caption as follows:

**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.**

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

**APPROVAL OF RESOLUTION R-203-17**

A motion was made by Commissioner Stroud to approve Resolution R-203-17 caption as follows:

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

The motion was seconded by Vice-Chair Freeman and carried by unanimous vote of those present.

**APPROVAL OF THE INSPECTOR BID SUBMITTED BY HARRIS COUNTY HOUSING AUTHORITY. AND TO REJECT OTHER PROPOSALS. AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO SIGN THE MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE HOUSING AUTHORITY**

Commissioners heard and discussed the inspector bids by The Inspector Group, American Property Consultants and Harris County Housing Authority. A motion was made by Commissioner Stroud to approve the proposal submitted by Harris County Housing Authority and to reject the other proposals. Also, authorizing the Executive Director to sign the Memorandum of Understanding on behalf of the Housing Authority. The motion was seconded by Vice-Chair Freeman and carried by a unanimous vote of those present.

**REVIEW AND DISCUSSION OF THE PROPOSED BUDGET FOR FISCAL YEAR 2017-2018**

The Commissioners heard and discussed the budget for fiscal year 2017-2018.

**REPORT FROM EXECUTIVE DIRECTOR**

- A. Unit months leased for June 2017 (436)
- B. The next tentative Board meeting will be on August 21, 2017 and September 18, 2017.

**ADJOURNMENT**

There being no further business Chairman Wilkinson adjourned the Regular Board meeting at 5:53 P.M.

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Kimberly Brown, Secretary/  
Executive Director

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Larry Wilkinson, Chairman  
City of Rosenberg, HA