

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY  
BOARD of COMMISSIONERS**

Justin Botter • Douglas Burke • Sarah Dixon • Raymond Marquez • Sharon Samples

**MINUTES  
OF THE NEW BRAUNFELS HOUSING AUTHORITY BOARD OF COMMISSIONERS  
ANNUAL BOARD MEETING OF THURSDAY, SEPTEMBER 21, 2023**

The Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, met in a Regular Session, on September 21, 2023, at 5:15 pm.

**COMMISSIONERS PRESENT:**

Commissioner Dr. Douglas Burke  
Commissioner Justin Botter  
Vice-Chair Sarah Dixon  
Resident Commissioner Raymond Marquez  
Chairperson Sharon Samples

**STAFF:**

Henry Alvarez, Executive Director  
Irene Cantu, Administrative Assistant  
Isabel Lee MBA, Bookkeeper  
Mickey Lloyd, Programs Manager  
Doug Poneck, Esquire  
Nathan Brown, Assistant City Attorney  
Christopher Willis, District Councilmember

- **MEETING CALLED TO ORDER**

Sharon Samples called the meeting to order at 5:28 pm

- **ROLL CALL**

Mrs. Cantu called Roll. A quorum was present.

- **CITIZENS COMMUNICATION**

No citizens were heard.

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• **MINUTES**

Discussed and approved the minutes of the Regular Board of Commissioners meeting of May 21, 2023.

**Commissioner Marquez motioned to accept the minutes. Commissioner Burke seconded the motion which passed unanimously.**

**INDIVIDUAL ITEMS FOR CONSIDERATION:**

1. Consideration and approval of a resolution to accept the Third Quarter (Q3) Payables.

**Isabel Lee presented the resolution.**

**Commissioner Marques motioned to approve the resolution. Commissioner Burke seconded the motion which passed unanimously.**

2. Consideration and approval of a resolution to accept the Authority's 2022-2023 Year to Date Financial Reports.

**Isabel Lee presented the resolution.**

**Vice-Chairperson Dixon motioned to approve the item. Commissioner Marquez seconded the motion which passed unanimously.**

**EXECUTIVE DIRECTOR'S REPORT**

- Facilities Update
- Housing Choice Voucher "Short Fall" Process

**Henry Alvarez presented the items. Mrs. Cantu spoke on the community services.**

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**EXECUTIVE SESSION-Closed Session**

**In accordance with Texas Government Code, Subchapter D. Section 551.071, the Board reserves the right to retire into executive session to discuss any of the items listed anywhere on this agenda. In addition, the Board may convene in an executive session on any of the following items, with any final action being taken in an open session.**

1. Tex. Loc. Gov't Code Section 551.071-Consultation with attorney and consideration of potential litigation regarding Instrumentality – New Braunfels Community Resource Center.

**Convened into Executive Session at 6:02 p.m.**

**RECONVENE INTO OPEN SESSION**

Reconvened into open session at 7:04 p.m.

No action was taken in closed session.

**ADJOURNMENT:**

The meeting was adjourned at 7:05 pm.

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**Attest:**

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**Sharon Samples, Chairperson**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Henry Alvarez,  
Executive Director**

\_\_\_\_\_  
**Date**