

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**
Community Center
300 Laurel Lane
New Braunfels, Texas 78130
Thursday, May 7, 2026, at 5:15 pm

nbha

THE CITY OF NEW BRAUNFELS HOUSING AUTHORITY



NBHA BOARD MEETING

Thursday, May 7, 2026 at 5:15 pm

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NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at [830.625.6909 x202](tel:830.625.6909) at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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AGENDA

H. CALL TO ORDER

I. ROLL CALL

J. CITIZENS' COMMUNICATION

This time is for citizens to address the Board on issues and items of concern. Pursuant to the Texas Open Meetings Act, there will be no Board discussion or action on items not on the agenda. Each citizen will be given five (5) minutes to speak.

K. MINUTES

- Consideration and approval of minutes of the New Braunfels Housing Authority Board of Commissioners meeting of October 16, 2025.

L. PUBLIC HEARING– 5:30pm, TIME CERTAIN

M. CONSENT AGENDA

All items listed below are routine and non-controversial by the New Braunfels Housing Authority Board of Directors and will be approved by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests, in which case the item will be removed from the consent agenda and considered as part of the normal order of business.

1. Consideration and ratification of resolution approving Memorandum of Understanding (MOU) for Executive Services with the San Marcos Housing Authority.
2. Consideration and approval of resolution to approve Payables Report fourth (4) Quarter 2025 payables.
3. Consideration and approval of Tenant Accounts Receivables Debt Write Offs

G. INDIVIDUAL ITEMS FOR CONSIDERATION

1. Consideration and possible action regarding a resolution authorizing the Lyndon ranch apartments transaction, including the execution of all documentation necessary to carry out the transaction; authorizing the formation of nbha Lyndon ranch landowner, llc and the purchase of the land for the transaction and the lease of such land for the transaction; and

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authorizing the acquisition of the membership interest in nbha lyndon ranch gp, llc; and authorizing the financing for such transaction; and authorizing nbha public facility corporation to serve as the general contractor; and other matters in connection therewith.

2. Consideration and approval of resolution to establish a New Braunfels Housing Authority policy governing the board composition of NBHA created Public Facility Corporations, Nonprofits and other entities and their development transactions.
3. Consideration and approval of resolution to approve the revised PHA 2024-2028 Five-Year Plan for the New Braunfels Housing Authority.
4. Consideration and approval of resolution to approve the New Braunfels Housing Authority's 2024-2025 Fiscal Year End Financial Reports.

H. RECESS NBHA BOARD COMMISSIONERS MEETING

- **OPEN PUBLIC FACILITY CORPORATION (PFC)**

I. OPEN NBHA PUBLIC FACILITY CORPORATION (PFC)

•

J. REOPEN NBHA BOARD COMMISSIONERS MEETING.

K. EXECUTIVE SESSION - Closed Session

L. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.

M. ADJOUR

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CERTIFICATION

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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Community Center
300 Laurel Lane
New Braunfels, Texas 78130
Thursday, May 7, 2026 at 5:15 pm**

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at New Braunfels City Hall on April 24, 2026 at 11:15 am


Gayle Wilkinson, City Secretary

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D. DRAFT MINUTES

The Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, met in a Regular Session, on October 16, 2025, at 5:15 pm.

COMMISSIONERS PRESENT

Vice-Chair Dixon, Commissioner Brown
Commissioner Marquez, Commissioner
Schwarz

COMMISSIONERS ABSENT

Chairperson Samples
(Excused Absence)

STAFF:

Executive Director Alvarez, Administrative Assistant Cantu, Programs Manager Lloyd,
Administrative Supervisor Lee

Esquire Poneck, Assistant New Braunfels City Attorney Brown

• **MEETING CALLED TO ORDER**

Chairperson Dixon called the meeting to order at 5:25 pm

• **ROLL CALL**

Cantu called roll. A quorum was present.

• **Citizens' Communication**

There were no citizens to be heard.

• **MINUTES**

Discussed and approved the minutes of the New Braunfels Housing Authority Board of Commissioner Meeting of July 17,2025, and the Special Meeting of September 22, 2025.

Marquez motioned to accept the minutes. Brown seconded. The motion passed unanimously.

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INDIVIDUAL ITEMS FOR CONSIDERATION:

1. Consideration and approval of resolution to approve authorizing the creation of the NBHA Public Facility Corporation pursuant to Chapter 303 of the Texas Local Government Code to act on behalf of approving the Certificate of formation and Bylaws related hereto: and resolving other matters in connection therewith.

Henry spoke on the item and recommended approval of the item. Marquez moved to approve the item. Schwarz seconded. Passed unanimously.

2. Discussion and Resolution to approve the Third Quarter (Q3) payables.

Isabel Lee presented the item. Commissioner Marquez moved to approve the item. Commissioner Schwarz seconded which passed unanimously.

3. Consideration and approval of the new Braunfels Housing Authority's 2024-2025 Year to Date Financial Reports.

Isabel Lee presented the reports. Henry Alvarez spoke on the item. Commissioner Marquez motioned to approve the item. Commissioner Schwarz seconded the motion which passed unanimously.

4. Discussion and resolution to approve the New Braunfels Housing Authority 2025-2026 Operation Budget.

Marquez moved to approve the report. Schwarz seconded the motion which passed unanimously.

5. Discussion and resolution to approve implementation of Personnel Policies and Procedures for 23.13 Catastrophic Leave Donation Policy.

Commissioner Brown Motion to approve the item. Commissioner Marquez seconded the motion. Passed unanimously.

7. Discussion and resolution to approve the 2026 Fair Market Rent (FMR) and Payment Standards.

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Mickey presented the item. Marquez motion to approve the item. Schwarz moved to approve the item. Passed unanimously.

EXECUTIVE DIRECTOR’S REPORT

Operations Update

Executive Director Alvarez provided the update. Marquez moved to approve the update. Schwarz seconded the motion which passed unanimously.

EXECUTIVE SESSION-Closed Session

Convened into closed session at 6:30pm

RECONVENED INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELIANT TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.

Reconvened into open session at 7pm

ADJOURNMENT:

There being no further business, Dixon adjourned meeting 7:00pm

Attest:

Sarah Dixon, Vice-Chairperson

Date

**Henry Alvarez,
Executive Director**

Date

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**F. CONSENT AGENDA
CONSENT AGENDA ITEM F1**

SUBJECT:

Consideration and ratification of Resolution No. 202605070001_Memorandum of Understanding (MOU) for Executive Services with the San Marcos Housing Authority.

BACKGROUND AND RATIONAL:

San Marcos Housing Authority (SMHA) requests interim Executive Director support to provide housing authority services during the transition period prior to the appointment of a permanent Executive Director.

FISCAL IMPACT:

Services provided will be fully compensated by the San Marcos Housing Authority (SMHA).

STAFF RECCOMENDATION:

Staff recommends approval of the Memorandum of Understanding (MOU) for Executive Services with the San Marcos Housing Authority.

ATTACHMENT:

Memorandum of Understanding (MOU)

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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**CITY OF SAN MARCOS HOUSING AUTHORITY
RESOLUTION NO. 12.18.2025.001**

WHEREAS, the Board of Commissioners of the City of San Marcos Housing Authority (hereinafter called the "Board") assembled in a meeting, duly noticed and held, on the 18th day of December, 2025;

WHEREAS, the City of San Marcos Housing Authority ("SMHA") is a public housing authority operating pursuant to its authority granted under Chapter 392 of the Texas Local Government Code for the purpose, among others, of providing housing for low- and moderate-income individuals and families that is decent, safe, sanitary, and in good repair, on a continuing basis in the City of San Marcos, Hays County, Texas;

WHEREAS, the Housing Authority of the City of New Braunfels ("NBHA") is also a public housing authority operating pursuant to its authority granted under Chapter 392 of the Texas Local Government Code for the purpose, among others, of providing housing for low- and moderate-income individuals and families that is decent, safe, sanitary, and in good repair, on a continuing basis in the City of New Braunfels, Comal County, Texas;

WHEREAS, Lana Wagner, the current Executive Director of the SMHA is resigning, effective December 19, 2025;

WHEREAS, pending the selection and appointment of a new Executive Director of the SMHA, there is a need for an individual to serve as Interim Executive Director of the SMHA;

WHEREAS, the SMHA seeks assistance from the NBHA to provide various housing authority services and resources of an executive director in exchange for compensation to be paid to the NBHA by SMHA;

WHEREAS, the Texas Housing Authorities Law (including Tex. Loc. Gov't Sec. 392.059) permits housing authorities to collaborate with other governmental entities;

WHEREAS, state law (Tex. Gov't Code Sec. 791.001 et seq.) permits the SMHA and the NBHA, as governmental entities, to enter into interlocal agreements, including a Memorandum of Understanding;

WHEREAS, the SMHA and the NBHA are jointly interested in collaborating as described herein to effectively make public housing resources available to lower-income communities and the general public in and around areas served by the SMHA; and

WHEREAS, the SMHA desires to enter into a Memorandum of Understanding with the NBHA whereby the NBHA will provide a resource to serve as an Interim Executive Director for the SMHA in exchange for compensation to be paid by the SMHA to the NBHA.

NOW, THEREFORE, in connection with the foregoing, the Board of the SMHA hereby adopts the following resolutions:

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BE IT RESOLVED, that the Chairperson of the Board and/or her designee is hereby authorized to review, approve, negotiate, and execute a Memorandum of Understanding between the SMHA and the NBHA whereby the NBHA will provide a resource to serve as an Interim Executive Director for the SMHA, pending the selection and appointment of a new Executive Director of the SMHA, in exchange for compensation to be paid by the SMHA to the NBHA;

BE IT FURTHER RESOLVED, that the Chairperson of the Board and/or her designee is authorized to review, approve, negotiate and execute any other agreements, documents, or other writings necessary and/or related to the foregoing matters that the Chairperson of the Board and/or her designee shall deem to be necessary or desirable in the consummation of the transaction herein contemplated;

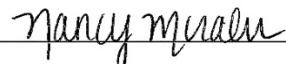
BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Chairperson of the Board and/or her designee in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the SMHA, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board and/or her designee is hereby authorized and directed for and on behalf of, and as the act and deed of the SMHA, to take such further action in the consummation of the transaction herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Chairperson of the Board and/or her designee shall deem necessary or desirable, and all acts heretofore taken by the Chairperson of the Board and/or her designee to such end are hereby expressly ratified and confirmed as the acts and deeds of the SMHA.

This Resolution shall be in full force and effect from and upon its adoption.

PASSED the 18th day of December, 2025.

Chairperson:  Date: 12/19/25

ATTEST:
Secretary:  Date: 12/23/25

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RESOLUTION NO. 202605070001

CONSIDERATION AND RATIFICATION OF MEMORANDUM OF UNDERSTANDING (MOU) FOR EXECUTIVE SERVICES WITH THE SAN MARCOS HOUSING AUTHORITY (SMHA)

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, pending the selection and appointment of a new Executive Director of the San Marcos Housing Authority (SMHA), there is a need for an individual to serve as Interim Executive Director; and

WHEREAS, the SMHA seeks assistance from NBHA to provide various housing authority services and resources of an Executive Director in exchange for compensation to be paid to the NBHA.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the City of New Braunfels Housing Authority Board of Commissioners hereby accepts and approves the Memorandum of Understanding (MOU) to provide SMHA services and resources of an Executive Director in exchange for compensation to be paid to the NBHA.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

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Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein. Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. This Resolution shall be in force and effect from and after its passage.

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CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on May 7, 2026 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) FOR EXECUTIVE SERVICES WITH THE SAN MARCOS HOUSING AUTHORITY (SMHA)

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2026.

Henry Alvarez, Secretary/Executive Director

(SEAL)

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CONSENT AGENDA ITEM F2

SUBJECT:

Consideration and approval regarding Resolution No. 202605070002 approval of the Authority's Fourth Quarter 2025 Payables.

BACKGROUND AND RATIONAL:

The payables report reflects operational expenditures for the end of the Fourth (4th) Quarter.

FISCAL IMPACT:

The payables report reflects routine operational costs, including property insurance, legal fees, and contractor expenses. The report consists of vendor charges related to maintenance services and make-ready supplies expenditures.

STAFF RECCOMENDATION:

Staff recommends approval of the fourth (4th) Quarter payables.

ATTACHMENT:

Accounts Payable Reports – Fourth (4th) Quarter

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12/21/2025 7:45 AM

New Braunfels Housing Authority

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4 Quarter Payables Report

Low Rent
July, August, September 2025

100325	ADVANCED DOOR CONTROL LLC			
Totals for Vendor:		Paid Invoices:	1	676.00
100185	AT&T 6909			
Totals for Vendor:		Paid Invoices:	3	2,838.90
101184	AT&T MOBILITY			
Totals for Vendor:		Paid Invoices:	3	304.50
100152	AUTOMATIC ELEVATOR INC			
Totals for Vendor:		Paid Invoices:	1	2,220.90
100996	CARRIER CORPORATION			
Totals for Vendor:		Paid Invoices:	1	151.82
101732	CHRIS PICKETTS PEST CONTROL			
Totals for Vendor:		Paid Invoices:	9	11,980.00
100168	CINTAS FIRE PROTECTION, INC.			
Totals for Vendor:		Paid Invoices:	3	7,453.83
101802	Commercial Kitchen Parts & Srv			
Totals for Vendor:		Paid Invoices:	1	490.77
100340	ERS-TEXAS SOCIAL SECURITY PROG			
Totals for Vendor:		Paid Invoices:	1	42.00
101847	ESCAMILLA & PONECK, LLP			
Totals for Vendor:		Paid Invoices:	15	109,003.37
100157	GULF COAST PAPER CO.			
Totals for Vendor:		Paid Invoices:	1	465.20
100159	HD SUPPLY FACILITIES MAINTENANCE, LTD			
Totals for Vendor:		Paid Invoices:	22	15,907.86
100951	IES COMMERCIAL, INC.			
Totals for Vendor:		Paid Invoices:	2	2,466.40
100729	JUAN JOSE GOMEZ			
Totals for Vendor:		Paid Invoices:	14	15,938.29
100750	KNIGHT OFFICE SOLUTIONS INC			
Totals for Vendor:		Paid Invoices:	2	672.53
101815	LANDSCAPE COMMANDER, LLC			
Totals for Vendor:		Paid Invoices:	4	8,850.00
101358	LARRY MCKENZIE			
Totals for Vendor:		Paid Invoices:	6	1,200.00
102032	LEGACY AUTO GLASS AND CALIBRATIONS, LLC			
Totals for Vendor:		Paid Invoices:	4	1,728.00
100165	LUX APPLIANCE			
Totals for Vendor:		Paid Invoices:	1	575.40
100601	Lowe's Credit Services			
Totals for Vendor:		Paid Invoices:	2	4,019.98
101836	Lowry Electrical			
Totals for Vendor:		Paid Invoices:	4	1,337.04

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12/21/2025 7:45 AM

New Braunfels Housing Authority

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4 Quarter Payables Report

Low Rent
July, August, September 2025

101874	M&M CONTRACTOR			
Totals for Vendor:		Paid Invoices:	6	3,537.00
101922	MRI Software LLC			
Totals for Vendor:		Paid Invoices:	1	3,700.00
101722	Michael Lloyd			
Totals for Vendor:		Paid Invoices:	1	71.40
100210	NEW BRAUNFELS HOUSING AUTHORITY			
Totals for Vendor:		Paid Invoices:	2	550.00
101515	Nova 401(k) Associates			
Totals for Vendor:		Paid Invoices:	1	465.00
100279	OTT PLUMBING COMPANY INC			
Totals for Vendor:		Paid Invoices:	13	3,603.55
102033	OVERHEAD DOOR			
Totals for Vendor:		Paid Invoices:	1	265.00
101447	Pitney Bowes, Inc.			
Totals for Vendor:		Paid Invoices:	1	86.09
100184	QUILL			
Totals for Vendor:		Paid Invoices:	2	490.69
101960	QuickAlign			
Totals for Vendor:		Paid Invoices:	2	950.66
101810	READY REFRESH			
Totals for Vendor:		Paid Invoices:	7	512.44
100237	SHERWIN WILLIAMS CO INC			
Totals for Vendor:		Paid Invoices:	3	298.63
100194	SHRED-IT USA, LLC			
Totals for Vendor:		Paid Invoices:	3	1,323.03
101967	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	487.56
101933	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	231.21
101967	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	487.56
101933	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	231.21
101967	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	487.56
101933	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	231.21
101967	Spectrum Enterprise			
Totals for Vendor:		Paid Invoices:	1	487.56
101690	TENANT REPORTS.COM			
Totals for Vendor:		Paid Invoices:	1	32.00

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

**Community Center
300 Laurel Lane
New Braunfels, Texas 78130**

Thursday, May 7, 2026, at 5:15 pm

12/21/2025 7:45 AM

New Braunfels Housing Authority

Page 3 of 3

4 Quarter Payables Report

Low Rent
July, August, September 2025

100329	TEXAS MUNICIPAL LEAGUE			
Totals for Vendor:		Paid Invoices:	1	37,149.50
101702	THE KEY DEPOT			
Totals for Vendor:		Paid Invoices:	1	190.00
101185	THE NELROD COMPANY			
Totals for Vendor:		Paid Invoices:	1	169.00
101459	TIME WARNER CABLE			
Totals for Vendor:		Paid Invoices:	3	422.22
100353	Texas Dept of Licensing & Reg			
Totals for Vendor:		Paid Invoices:	1	110.00
101995	Top Tek Pros, LLC			
Totals for Vendor:		Paid Invoices:	6	9,844.45
100621	ULINE			
Totals for Vendor:		Paid Invoices:	1	627.22
102023	WILLBANKS & ASSOCIATES, INC.			
Totals for Vendor:		Paid Invoices:	2	6,393.03
100626	Waste Management/Comal Landfil			
Totals for Vendor:		Paid Invoices:	7	1,969.81
17250	Yessika O Puerto Romero			
Totals for Vendor:		Paid Invoices:	1	100.00
Grand Totals:		Paid Invoices:	175	263,827.38

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

**Community Center
300 Laurel Lane
New Braunfels, Texas 78130**

Thursday, May 7, 2026, at 5:15 pm

RESOLUTION NO. 202605070002

CONSIDERATION AND APPROVAL OF FOURTH (4RD) QUARTER PAYABLES REPORT.

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authority Boards to review and approves Authority expenditures; and

WHEREAS, The HUD required auditors to recommend a similar Authority review of its operational expenditures.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the City of New Braunfels Housing Authority Board of Commissioners hereby accepts and approves the Fourth (4th) Quarter Payables Reports.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. This Resolution shall be in force and effect from and after its passage.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on May 7, 2026 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

APPROVAL OF FOURTH (4TH) QUARTER PAYABLES REPORT

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2026.

Henry Alvarez, Secretary/Executive Director

(SEAL)

CONSENT AGENDA ITEM F3

SUBJECT:

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Consideration and approval regarding Resolution No. 202605070003 approval of the Authority's Delinquent Tenant Receivables.

BACKGROUND AND RATIONAL:

The tenant receivables report captures the delinquent accounts as of year 2024. The New Braunfels Housing Authority (NBHA) reports \$83,641.76 at month end of December 2024.

FISCAL IMPACT:

Reflects the delinquent accounts at month end December 2024.

STAFF RECCOMENDATION:

Staff recommends approval to write off the delinquent accounts in the amount of \$83,641.76.

ATTACHMENT:

Delinquent Accounts Report

HUD Notification of Excessive Tenant Accounts Receivable 05-25-2022

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

Proj	Unit	Tenant #	Delinquent	Move Out	Proj	Unit	Tenant #	Delinquent	Move Out
LP	516	12934	368.00	2/4/2022	VS	115M	16188	387.50	12/6/2022
LP	206	17009	352.00	7/4/2022	VS	109R	14859	396.00	5/8/2023
LP	116	17032	180.00	11/1/2022	VS	105W	10081	607.00	11/1/2023
LP	310	16170	1,330.00	8/29/2023	VS	108M	17019	1,752.00	11/9/2023
LP	307	14136	421.00	12/2/2023	VS	108M	17966	45.00	12/21/2023
LP	115	16021	4,636.00	12/2/2023	VS	124M	16864	6,596.00	1/23/2024
LP	124	16192	240.00	12/2/2023	VS	121M	15756	329.00	1/30/2024
LP	126	17029	1,914.00	12/2/2023	VS	126R	16545	12,933.00	3/18/2024
LP	101	17748	435.00	1/30/2024	VS	120R	16975	90.00	3/18/2024
LP	305	18389	164.00	2/21/2024	VS	116M	16697	247.00	4/19/2024
LP	406	20827	5,275.00	2/21/2024	VS	105C	16214	730.00	5/10/2024
LP	514	15078	1,255.00	3/2/2024	VS	103C	16063	1,800.00	5/16/2024
LP	117	15517	200.00	3/31/2024	VS	102R	15851	11,024.68	5/29/2024
LP	214	15240	233.00	4/4/2024	VS	105R	18514	855.00	6/20/2024
LP	409	16463	1,255.00	5/2/2024	VS	102M	15967	2,685.00	7/15/2024
LP	308	17461	821.00	5/6/2024	VS	106M	17390	1,821.00	8/6/2024
LP	302	17308	179.00	8/2/2024	VS	106R	17408	1,712.00	9/5/2024
LP	319	20573	673.00	8/2/2024	VS	118M	14643	6,968.00	9/24/2024
LP	508	15847	178.00	8/14/2024	VS	101C	16514	966.00	11/21/2024
LP	113	10245	418.00	8/27/2024	VS	128R	16553	423.00	12/1/2024
LP	512	16398	38.00	10/8/2024	VS	110M	17233	330.00	12/1/2024
LP	112	15049	286.00	10/22/2024	VS	114M	16562	7,426.00	12/15/2024
LP	414	21341	2,575.00	11/2/2024					
LP	301	15411	91.98	12/6/2024					
Total			23,517.98		Total			60,123.78	
				Total Debt to Write Off					83,641.76

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



U.S. Department of Housing and Urban Development
San Antonio Field Office, Region VI
Office of Public Housing
Hipolito Garcia Federal Building
615 E. Houston, Suite 347
San Antonio, Texas 78205-2001
Telephone: (210) 475-6806 Fax:(210) 472-6817
www.hud.gov www.espanol.hud.gov

May 25, 2022

Henry Alvarez, Executive Director
New Braunfels Housing Authority
300 Laurel Lane
New Braunfels, TX 78130

SUBJECT: Notification of Excessive Tenant Accounts Receivable

Dear Mr. Alvarez:

Tenant Accounts Receivable (TAR) is an item on the balance sheet reported annually to HUD on your agency's Financial Data Schedule (FDS). It represents tenant rents and other charges that are due but uncollected. As you may already be aware, uncollected rent is lost revenue to your agency, and also causes a significant loss of points on your overall PHAS score. HUD's benchmark for TAR is less than 1.5% of total tenant revenue. Based on your PHA's most current financial information for FYE September 30, 2021, the New Braunfels Housing Authority TAR ratio was recorded as 14.2% uncollected. Under current scoring methodology, a TAR ratio of 2.5% or more would receive zero points in the FYE 2021 PHAS score report TAR sub indicator.

Due to the impact of the eviction moratoria on a PHA's ability to collect rent and manage rent collection activities, PIH notice 2022-02 was issued to help address this issue. The notice provides a temporary TAR scoring methodology for PHAs with fiscal years ending Mar 31, 2022, June 30, 2022, September 30, 2022, and December 31, 2022. For these fiscal years, you may experience temporary relief of current TAR scoring standards which will affect your overall PHAS score. The notice further states that PHAs will receive five points for TAR if their tenant accounts receivable is 80% collected or greater. PHAs that have tenant accounts receivable between 60% and 79% collected will receive two points. PHAs that have tenant accounts receivable below 60% collected will receive zero points.

Under normal circumstances (excluding COVID-19 challenges) poor rent collections often result from unstructured or inconsistently applied rent collection procedures. Reasonable and timely enforcement of rent payment leads to fewer late payments by establishing the agency's expectation of timely payment. A rigorous rent collection procedure does not preclude reasonable allowances for hardship or rent adjustments—both of which are allowed by program rules. It is important to maintain communication with the tenants to best understand any hardships they are facing. While enforcement of rent payment may lead to eviction, it is the experience of this office that fair and predictable enforcement reduces late payments and thus improves housing security for all involved. A suggested timeline for rent collection and enforcement is attached to this notice. Please review it and consider making changes to your policies and procedures.

For any family with an unpaid balance of rent, please secure a reasonable repayment agreement. A written agreement protects both the family and the PHA. Of course, some rents will simply go uncollected. Thus, it is important to work with your fee accountant annually to determine what amount of your TAR is uncollectable and may be eliminated from your books (this

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

is commonly referred to as a “write off”). Once the appropriate amount is determined, the Board of Commissioners should adopt a resolution to complete the action. This resolution will permit your fee accountant to reduce the TAR balance. Since TAR is only reported to HUD at year-end, it is advisable to complete this step in the final months of your fiscal year. Please know that writing off an amount does not prevent you from collecting it should that opportunity arise.

This office will follow up in the coming weeks on progress made toward improved rent collection enforcement procedures. Thank you for the work you do at the New Braunfels Housing Authority. Should you have any questions, please contact your Portfolio Management Specialist, William Bowman Jr. at William.BowmanJr@hud.gov or by telephone at 210-475-6834.

Sincerely,

David Pohler

David G. Pohler
Director
Office of Public Housing

cc: Sharon Samples Board Chairperson
Sarah Dixon Board Vice Chairperson

Enc. PIH notice 2022-02
Sample Rent Collection Timeline

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY BOARD of COMMISSIONERS



OFFICE OF PUBLIC AND INDIAN HOUSING

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

Special Attention of:

Office Directors or Public Housing;
Regional Directors; Public Housing
Agencies

Notice PIH 2022-02

Issued: February 4, 2022

Expires: This notice remains in effect until
amended, superseded, or rescinded.

Cross References: Notices PIH 2021-14;
PIH 2020-33; PIH 2020-13; PIH 2020-05;
PIH 2011-13, 24 CFR Parts 901, 902, and
907

SUBJECT: Return of Public Housing Assessment Systems (PHAS) assessments upon
expiration of PHAS-related waivers in Notice PIH 2021-14

1. Purpose

This notice:

- Advises Public Housing Agencies (PHAs) that, consistent with [Notice PIH 2021-14](#) (HA), PHAS scoring will resume starting with the March 31, 2022, Fiscal Year End (FYE) Cohort; and
- Temporarily adjusts the standard under the Management Assessment Subsystem (MASS) indicator for the Tenant Accounts Receivable (TAR) sub-indicator for the fiscal year 2022 PHAS assessment cycle.

2. Background

The Coronavirus Aid, Relief, and Economic Security Act ([CARES Act Public Law 116-136](#)), signed into law on March 27, 2020, provided HUD with broad authority—in the context of the public health emergency—to waive certain statutes and regulations (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment) for the Public Housing program. The CARES Act waivers provided PHAs with the flexibility to adjust program practices where necessary so that when normal operations were restricted or severely constrained, PHAs could prioritize mission critical functions, sustain occupancy, and mitigate the health risks posed by COVID-19 to PHA staff, residents, and communities.

www.hud.gov

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY BOARD of COMMISSIONERS

One of the CARES Act waivers HUD implemented suspended PHAS assessments for PHAs with fiscal year end dates beginning March 31, 2020, through December 31, 2021. PHAS is the annual assessment process by which HUD fulfills its statutory requirement¹ to assess PHA administration of the Public Housing program. Through PHAS, HUD evaluates indicators—as defined by 24 CFR Part 902—that measure the performance of PHAs. These indicators measure a PHA’s physical condition, financial condition, management operations, and Capital Fund obligation and occupancy. Ultimately, the culmination of these indicators establishes a PHAS score, which determines a PHA’s designation of High, Standard, Substandard, or Troubled. These designations determine the frequency of PHAS assessments.

The CARES Act waivers enabled HUD to delay PHAS assessments and carry over a PHA’s last PHAS score. The most recent PIH CARES Act waiver notice ([PIH Notice 2021-14\(HA\)](#)), published on May 4, 2021, extended the period of availability for most CARES Act waivers through December 31, 2021, including the suspension of PHAS scoring. This period will not be extended. Thus, PHAS assessments will begin again, pursuant to statutory requirements, allowing HUD to make a more accurate, up-to-date determination of a PHA’s performance.

Over the last year, HUD has started incrementally transitioning back to normal requirements associated with PHAS. On April 23, 2021, Secretary Fudge issued a letter to PHA Executive Directors, Multifamily Housing Owners, and Property Managers² stating that HUD would “substantially increase housing inspections” on June 1, 2021. Upon resuming inspections, HUD implemented various safety protocols to ensure that onsite inspections were operated in a safe and respectful manner in accordance with Centers for Diseases Control and Prevention (CDC) COVID-19 guidance. HUD resumed physical inspections of Public Housing properties on October 5, 2020. As part of these physical inspections, HUD extended the notification period from 14 days to 28 days. In addition, PHAs have resumed inspecting public housing units, and PHAs have continued to submit Financial Data Schedules (FDS) used to calculate the Financial Assessment Sub-system (FASS) Indicator under PHAS.

HUD has reviewed the financial data in FASS and determined that, with the implementation of the new MASS standard to account for TAR described in this notice, many PHAs do not need further modifications to PHAS related to the financial and management indicators. Specifically, HUD analyzed FDS data received for 1,182 PHAs with fiscal year end dates in March and June 2021 to evaluate how FASS and MASS indicators of the PHAS score would change if scores were issued using the TAR sub-indicator as described in this notice. HUD found that 91 percent of PHAs would have an improved or unchanged financial score, and 65 percent of PHAs would have an improved or unchanged management score. In April 2020, the occupancy rate using

¹ Under Section 6 of the U.S Housing Act of 1937 [42 U.S.C. 1437 and [76 FR 10136, Public Housing Evaluation and Oversight: Changes to the Public Housing Assessment System \(PHAS\) and Determining and Remediating Substantial Default: Interim Rule](#).

² [Secretary Fudge's letter to PHA Executive Directors, Multifamily Housing Owners, and Property Managers](#) (dated April 23, 2021)

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY BOARD of COMMISSIONERS

HUD's Agency Priority Goal methodology³ was 95.84 percent and experienced only a slight decline in December 2021 to 94.11 percent. Based on this data, HUD has determined that resuming PHAS scoring will not negatively impact many PHAs.

3. Statutory and Regulatory Responsibility to Resume PHAS Scoring and Annual Inspections in FY 2022

PHAS assessment resumes in 2022 with the March 31, 2022, fiscal year end (FYE) cohort. Fiscal year (FY) 2022 assessments will be used by HUD as a baseline, wherein all qualified properties will be inspected under the Uniform Physical Condition Standards (UPCS). The resulting PHAS assessment and performance designation of (a) high, (b) standard, (c) substandard, or (d) troubled performer, will establish the subsequent assessment cycle and inspection interval for PHAs. HUD began UPCS inspections on January 1, 2022, for PHAs with fiscal years ending March 31, 2022. All current troubled agencies will be inspected by June 30, 2022, regardless of FYE, and will receive a FY22 PHAS assessment and designation. The remaining non-troubled agencies will be inspected according to their Fiscal Year End (FYE) cohort.

4. The MASS Indicator for the TAR Sub-Indicator for PHAS Scoring in Fiscal Year 2022

The Public Housing Evaluation and Oversight: Changes to the Public Housing Assessment System (PHAS) and Determining and Remediating Substantial Default ("PHAS Interim Rule"), published on February 23, 2011, at [76 FR 10136](#), became effective for PHAs with FYE March 31, 2011. Scoring for the MASS indicator is described in the Public Housing Assessment System (PHAS): Management Operations Scoring Notice (Management Assessment Subsystem, "MASS Scoring Notice") published on February 23, 2011, at [76 FR 10050](#). The MASS Scoring Notice explains that PHAs can receive up to five points for TAR, which generally measures the performance of a PHA's ability to collect rents and other charges.

The CARES Act included an eviction moratorium through July 31, 2020, and a 30-day notice prior to eviction filings for nonpayment of rent. At the same time, several States and localities issued eviction moratoriums. On September 4, 2020, the Centers for Disease Control (CDC) Director issued an order temporarily halting evictions in the United States due to the ongoing public health crisis. The initial CDC order expired on December 31, 2020, subject to extension, modification, or rescission. The Consolidated Appropriations Act, 2021 (Public Law 116-260), extended that order until January 31, 2021, and the original CDC Order was extended multiple times due to the continued national emergency. On August 3, 2021, the CDC Director issued a new order

³ The Agency Priority Goal (APG) for occupancy is a rate based on unit counts. The APG Occupancy rates applies the Capital Fund occupancy rate. The Capital Fund occupancy rate considers offline units as vacant. The MASS occupancy rate considers offline units as occupied. For example: Capital Fund occupancy counts units as occupied when an assisted tenant, employee or law enforcement personnel, non-assisted and special purpose tenant resides in the unit. The MASS occupancy rate excludes units approved by HUD to be offline for capital improvement, resident services, offices, litigation, and others.

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY BOARD of COMMISSIONERS

temporarily halting evictions for persons in jurisdictions experiencing substantial or high rates of transmission. However, on August 26, 2021, the Supreme Court vacated the stay of a district court decision invalidating the original and new CDC order, holding that the applicants had a substantial likelihood of success on the merits. There have been, and continue to be, effective local and State eviction moratoria related to the ongoing pandemic.

These local, State, and Federal eviction moratoria have had a significant impact on rent collection and ultimately performance under the TAR sub-indicator. For many PHAs, the growth in TAR due to eviction moratoria resulted in an inability to perform usual processes for households who did not pay applicable rental payments during the PHAS assessment cycle. As a result, PHAs may not have been able to manage programs to the standards established in the MASS Scoring Notice for TAR. Further, despite the availability of emergency rental assistance at the local, State, and Federal levels, some jurisdictions-imposed restrictions, and limitations for such funding to reach HUD-assisted families. In these cases, despite efforts by PHAs to support families to apply for such assistance, many HUD-assisted families have not yet been able to receive such assistance. As such, HUD believes that PHAs may not have been able to manage programs to the standards established in the MASS Scoring Notice for TAR.

Due to the impact of the eviction moratoria on a PHA's ability to collect rent and manage rent collection activities, this notice advises that for PHAs with fiscal years ending March 31, 2022, June 30, 2022, September 30, 2022, and December 31, 2022, only, HUD is temporarily revising the scoring methodology for TAR. HUD believes that this temporary adjustment to the scoring notice will appropriately score PHAs for the impact of the eviction moratoria on PHA operations. Specifically, PHAs will receive five points for TAR if their tenant accounts receivable is 80 percent or greater. PHAs that have tenant accounts receivable between 60 percent and 79 percent will receive two points. PHAs that have tenant accounts receivable below 60 percent will receive zero points.

5. For Further Information

PHAs that have questions or need technical assistance should email REAC_TAC@hud.gov or call Technical Assistance Center (TAC) at 1-888-245-4860, between the hours of 7:00 a.m. – 8:30 p.m. Eastern Standard time. Office of Real Estate Assessment Center, Office of Public and Indian Housing, Department of Housing and Urban Development, Attention: Technical Assistance Center/TR/DBA, 550 12th Street SW, Suite 100, Washington, DC 20410-5000.

6. Paperwork Reduction

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3520) and assigned OMB Control Numbers 2577-0237, 2535-0106, 2502-0369 and 2535-0107. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

4

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

7. Penalty for False Claims and Statements

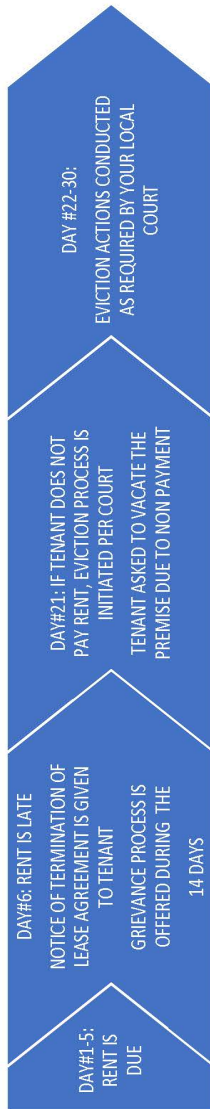
HUD will seek civil, criminal, or administrative action against individual and entities who either make, present, submit, or cause to be submitted a false, fictitious, or fraudulent statement, representation, or certification. 18 U.S.C. §§ 287, 1001, 1010, 1012, 1014 and 31 U.S.C. §§ 3729, 3802.

_____/s/_____
Dominique Blom
General Deputy Assistant Secretary
for Public and Indian Housing

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

SUGGESTED RENT COLLECTION/EVICTION TIMELINE



NOTE: This timeline is based on rent being due on days 1-5 of the month. The timeline MUST be adjusted to meet your PHA's lease. Bottom line; rent collection and eviction process should happen within 30 days.

1. **DAY#1-5:** based on the rent being due within the first 5 days of the month. This timeline MUST be adjusted to meet the PHA lease agreement.
2. **DAY#6:** The rent is due, and a Notice of Termination of Lease Agreement / lease termination is served. Moreover, the grievance process (**if the tenant chooses to exercise**) is conducted and a final decision is issued during the 14 days. Lease termination letter must offer a hearing as per your grievance policy.
3. **DAY#21:** If the tenant still has not paid his/her rent and a decision to evict has been rendered from the grievance process, then eviction procedures are initiated with the court.
4. **DAY#22-30:** If the tenant has not paid in full and or vacated the premises, then the PHA may proceed and ask for eviction from the judge. After PHA files with the court, tenant **MAY** be allowed to continue with lease if tenant pays rent + late fees + court costs incurred (**NOTE: PHA must submit dismissal for eviction action**).

This is a sample / suggested timeline only, which can be utilized to ensure rent is collected / actively pursued.... The key is to start eviction proceedings within the first 30 days for tenants that are not paying rent. These timings are **suggestions** and should be adjusted to meet your current lease and Notice of Termination of Lease Agreement. **Purpose: to encourage timely payment of rent by all participants.**

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
RESOLUTION NO. [202605070003](#)

RESOLUTION APPROVING THE WRITE OFF OF NBHA DELINQUENT TENANT RECEIVABLES

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the Board of Commissioners believes it serves the public interest and is in the best interest of NBHA to accept the approval to write off the Authority’s Delinquent Tenant Receivables.; and

WHEREAS, the Board of Commissioners desires to approve and accept to write off the Authority’s Delinquent Tenant Receivables;

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the write off of the Authority’s Delinquent Tenant Receivables;

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved here.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. This Resolution shall be in force and effect from and after its passage.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
CERTIFICATE FOR RESOLUTION**

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA (the “Board”) held a meeting on May 7, 2026 (the “Meeting”) of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION APPROVING THE WRITE OFF OF DELINQUENT TENANT RECEIVABLES

(the “Resolution”) was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board’s minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2026.

Henry Alvarez, Secretary/Executive Director

(SEAL)

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
G. INDIVIDUAL ITEMS FOR CONSIDERATION
INDIVIDUAL ITEMS FOR CONSIDERATION G1

SUBJECT:

Consideration and possible action to adopt Resolution No. 202605070004 regarding the Lyndon Ranch Apartments transaction.

BACKGROUND AND RATIONALE:

The Resolution authorizes the New Braunfels Housing Authority (“NBHA”) to proceed with the Lyndon Ranch Apartments development transaction. The resolution authorizes the execution of all documents necessary to carry out the transaction, the formation of NBHA Lyndon Ranch Landowner, LLC for the acquisition and lease of the project land, the acquisition of the membership interest in NBHA Lyndon Ranch GP, LLC, and approval of the financing for the development. The resolution also authorizes NBHA Public Facility Corporation to serve as the general contractor and approves all other actions necessary to implement the development.

FISCAL IMPACT:

There is no fiscal impact to NBHA. The Lyndon Ranch Apartments transaction does not obligate or pledge any HUD Operating Fund, Capital Fund, or other NBHA funds, and all transaction obligations are non-recourse to NBHA.

STAFF RECOMMENDATION:

Staff recommends that the Board adopt the Resolution as presented.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
RESOLUTION NO. 202605070004

RESOLUTION AUTHORIZING THE LYNDON RANCH APARTMENTS TRANSACTION, INCLUDING THE EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AUTHORIZING THE FORMATION OF NBHA LYNDON RANCH LANDOWNER, LLC AND THE PURCHASE OF THE LAND FOR THE TRANSACTION AND THE LEASE OF SUCH LAND FOR THE TRANSACTION; AND AUTHORIZING THE ACQUISITION OF THE MEMBERSHIP INTEREST IN NBHA LYNDON RANCH GP, LLC; AND AUTHORIZING THE FINANCING FOR SUCH TRANSACTION; AND AUTHORIZING NBHA PUBLIC FACILITY CORPORATION TO SERVE AS THE GENERAL CONTRACTOR; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Lyndon Ranch Apts, LP, a Texas limited partnership (the “Partnership”) and NBHA Lyndon Ranch GP, LLC, a Texas limited liability company (the “General Partner”) have been formed to acquire and construct a 303-unit multifamily housing facility (the “Housing Facility”) to be located at approximately 1801 Loop 337, New Braunfels, Texas (the “Land” and, together with the Housing Facility, the “Project”);

WHEREAS, at the request of the Partnership, New Braunfels Housing Authority (“NBHA”) has agreed to (i) serve as the sole member of the General Partner in connection with the financing of the Project, (ii) acquire the Land and lease it to the Partnership pursuant to a Ground Lease (the “Lease”) and Regulatory Agreement and Declaration of Restrictive Covenants (the “Regulatory Agreement”) ensuring that 50% of the units are reserved for tenants earning 80% of the San Antonio-New Braunfels area median income, and (iii) serve as the general contractor for the Project;

WHEREAS, in connection with the financing of the Project, the Partnership will enter into a loan transaction with the Mason Joseph, LLC for a loan in the amount not to exceed \$60,000,000 (the “Loan”);

WHEREAS, in connection with the execution of the Loan, the Partnership and/or NBHA will be required to enter into certain agreements, including, but not limited to, a Building Loan Agreement, a Note (Multistate), a Joinder of Fee Title in Land Use Restriction Agreement, a Leasehold Multifamily Deed of Trust, Assignment of Leases and Rents, and Security Agreement, together with a Subordination Agreement, various assignments and certificates or other similarly named documents (collectively, the “Loan Documents”);

WHEREAS, the Partnership will raise and contribute equity to construct the Project (the “Equity Financing”);

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

WHEREAS, in connection with the Equity Financing, the Partnership, the General Partner and/or NBHA will be required to enter into certain agreements, including but not limited to an Amended and Restated Limited Partnership Agreement, a Development Agreement, a Management Agreement and closing certificates (collectively, the “Equity Documents”);

WHEREAS, to reduce the cost of the Project by eliminating sales tax on the construction of the Project, NBHA will serve as the general contractor and enter into any required construction contracts and ancillary documents (the “Construction Documents”);

WHEREAS, the Board has established a policy for NBHA to approve all actions to be taken by NBHA Public Facility Corporation in connection with the Project;

WHEREAS, the Board has determined that it is in the public interest and to the benefit of the citizens and residents served by NBHA for the various entities to enter into the transactions described above so that the Partnership may construct the Project;

WHEREAS, this Board of Directors has reviewed the foregoing and determined that the action herein authorized is in furtherance of the public purposes of NBHA;

BE IT THEREFORE RESOLVED BY THE BOARD OF DIRECTORS OF THE NEW BRAUNFELS HOUSING AUTHORITY, THAT:

The Project, the various forms of financing contemplated for the Project, including but not limited to the Equity Financing, the Loan, and the terms of the Equity Documents, the Regulatory Agreement, the Construction Documents, and the Loan Documents, are hereby authorized and approved when such documents are approved by the officers signing them.

Section 1. The Chairperson, any Vice-Chairperson, the Executive Director, or any of them, are hereby authorized to execute any and all documentation required for the financing and construction of the Project, including, but not limited to, the Equity Documents, the Regulatory Agreement, the Construction Documents, the Loan Documents, indemnity agreements and guaranties covering the Land or the Project, and all other documents relating to the Equity Financing and the Loan to which the Partnership, the General Partner, and/or NBHA is a party.

Section 2. The purchase of the Land, the Lease, the acquisition of membership interest in the General Partner by NBHA, and the role of NBHA Public Facility Corporation as the general contractor for the Project are approved and the Chairperson, any Vice-Chairperson, the Executive Director, or any of them, are hereby authorized to execute the documents required to be executed by NBHA in order to effect such transactions.

Section 3. The Chairperson, any Vice-Chairperson, the Executive Director, or any of them, and, if required by the form of the document, the Executive Director of NBHA is authorized and directed to modify, execute and deliver any of the documents to be signed by or consented to by NBHA, and any and all certificates and other instruments necessary to carry out the intent thereof and hereof. The Chairperson, any Vice-Chairperson, the Executive Director, or any of

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

them, are authorized to negotiate and approve such changes in, or additions to, the terms of any of the documents, including amendments, renewals, and extensions, as such officers shall deem necessary or appropriate upon the advice of counsel to NBHA, and approval of the terms of any of the documents by such officers and this Board shall be conclusively evidenced by the execution and delivery of such documents.

Section 4. The officers of this Board, or any of them, are authorized to take any and all action necessary to carry out and consummate the transactions described in or contemplated by the documents approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.

Section 5. The officers of this Board hereby approve the selection of Bracewell LLP as counsel to the General Partner and NBHA for this transaction.

Section 6. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 8. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 9. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 10. This Resolution shall be in force and effect from and after its passage.

CERTIFICATE FOR RESOLUTION

The undersigned officer of the New Braunfels Housing Authority, a public housing authority created pursuant to the laws of the State of Texas (“NBHA”) hereby certifies as follows:

In accordance with its bylaws, the Board of Directors of NBHA (the “Board”) held a meeting on May 7, 2026, (the “Meeting”) of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION AUTHORIZING THE LYNDON RANCH APARTMENTS TRANSACTION, INCLUDING THE EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AUTHORIZING THE formation of nbha lyndon ranch landowner, llc AND THE PURCHASE OF THE LAND FOR THE TRANSACTION AND THE LEASE OF SUCH LAND FOR THE

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

TRANSACTION; AND AUTHORIZING THE ACQUISITION OF THE MEMBERSHIP INTEREST IN NBHA LYNDON RANCH GP, LLC; AND AUTHORIZING THE FINANCING FOR SUCH TRANSACTION; AND AUTHORIZING nbha public facility corporation TO SERVE AS THE GENERAL CONTRACTOR; AND OTHER MATTERS IN CONNECTION THEREWITH

(the “Resolution”) was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by a majority vote of the Board.

A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board’s minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Bylaws of NBHA.

SIGNED May 7, 2026.

Henry Alvarez, Executive Director

INDIVIDUAL ITEMS FOR CONSIDERATION G2

SUBJECT:

Consideration and approval of Resolution No. 202605070005 to establish a New Braunfels Housing Authority policy governing the board composition of NBHA created Public Facility Corporations, Nonprofits and other entities and their development transactions.

BACKGROUND AND RATIONAL:

This policy establishes clear guidance on board composition and oversight, promoting transparency, reducing governance risk, and ensuring appropriate NBHA control over affiliated development transactions.

FISCAL IMPACT:

There is no fiscal impact on the New Braunfels Housing Authority. The policy will be implemented using existing staff resources and within the current operating budget.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

STAFF RECCOMENDATION:

Staff recommends approval of the resolution establishing a policy governing the board composition of NBHA-created Public Facility Corporations, nonprofits, and other affiliated entities, and their development transactions.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
RESOLUTION NO. 202605070005

RESOLUTION ESTABLISHING A POLICY TO REQUIRE ALL NBHA CREATED PUBLIC FACILITY CORPORATIONS, NONPROFITS AND OTHER ENTITIES TO MAINTAIN BOARDS IDENTICAL TO THE NBHA BOARD OF COMMISSIONERS AND TO OBTAIN PRIOR APPROVAL FROM THE NBHA BOARD OF COMMISSIONERS OF ALL REAL ESTATE AND OTHER TRANSACTIONS RELATED TO HOUSING DEVELOPMENT, REDEVELOPMENT, MAINTENANCE, ACQUISITION AND DISPOSITION

WHEREAS, the Board of Commissioners (the “Board”) for the New Braunfels Housing Authority (“NBHA”) wishes to establish a policy governing any NBHA-created public facility corporation, nonprofit and other entity (“NBHA nonprofit”), including the formerly created New Braunfels Community Resources, Inc. and the newly created NBHA Public Facility Corporation;

WHEREAS, it is consistent with the Texas constitution, the Texas Housing Authorities Law, the Texas Public Facility Corporation Act, and other law, for NBHA nonprofits to remain responsible and adherent to NBHA at all times as NBHA instrumentalities;

WHEREAS, the Board has determined that it is in the public interest and to the benefit of the citizens and residents served by NBHA for NBHA nonprofits to remain responsible and adherent to NBHA at all times as NBHA instrumentalities;

WHEREAS, the Board requires that all NBHA nonprofits must have Boards of Directors identical in composition and exclusive membership to that of the NBHA Board of Commissioners;

WHEREAS, the Board requires that no NBHA nonprofit may alter its Boards of Directors such that it is not identical in composition and exclusive membership to that of the NBHA Board of Commissioners;

WHEREAS, the Board wishes to require that the NBHA Board approve all actions to be taken by any NBHA nonprofit related to the NBHA nonprofit Board of Directors;

WHEREAS, the Board wishes to require that the NBHA Board approve all actions to be taken by any NBHA nonprofit, including the formerly created New Braunfels Community Resources, Inc. and the newly created NBHA Public Facility Corporation, in connection with any real estate and other transactions related to housing development, redevelopment, maintenance, acquisition and disposition (generally defined as “development transactions”);

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

WHEREAS, the Board has determined that it is in the public interest and to the benefit of the citizens and residents served by NBHA for NBHA nonprofits to enter into the development transactions;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE NEW BRAUNFELS HOUSING AUTHORITY, THAT:

Section 11. The NBHA Board establishes this policy governing any NBHA nonprofit, including the formerly created New Braunfels Community Resources, Inc. and the newly created NBHA Public Facility Corporation.

Section 12. All NBHA nonprofits must have Boards of Directors identical in composition and exclusive membership to that of the NBHA Board of Commissioners. No NBHA nonprofit may alter its Boards of Directors such that it is not identical in composition and exclusive membership to that of the NBHA Board of Commissioners.

Section 13. The NBHA Board must approve all actions to be taken by any NBHA nonprofit related to the NBHA nonprofit Board of Directors.

Section 14. The NBHA Board must approve all actions to be taken by any NBHA nonprofit, including the formerly created New Braunfels Community Resources, Inc. and the newly created NBHA Public Facility Corporation, in connection with any real estate and other transactions related to housing development, redevelopment, maintenance, acquisition and disposition (generally defined as “development transactions”).

Section 15. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 16. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 17. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 18. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

Section 19. This Resolution shall be in force and effect from and after its passage.

Passed and approved this 7th day of May 2026.

Sharon Navarre Samples, Chair
Board of Commissioners

Attested and approved as to form:

Henry Alvarez
Executive Director

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
CERTIFICATE FOR RESOLUTION

The undersigned officer of the New Braunfels Housing Authority, a public housing authority created pursuant to the laws of the State of Texas (“NBHA”) hereby certifies as follows:

1. In accordance with its bylaws, the Board of Commissioners of NBHA (the “Board”) held a meeting on May 7, 2026, (the “Meeting”) of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION ESTABLISHING A POLICY TO REQUIRE ALL NBHA CREATED PUBLIC FACILITY CORPORATIONS, NONPROFITS AND OTHER ENTITIES TO MAINTAIN BOARDS IDENTICAL TO THE NBHA BOARD OF COMMISSIONERS AND TO OBTAIN PRIOR APPROVAL FROM THE NBHA BOARD OF COMMISSIONERS OF ALL REAL ESTATE AND OTHER TRANSACTIONS RELATED TO HOUSING DEVELOPMENT, REDEVELOPMENT, MAINTENANCE, ACQUISITION AND DISPOSITION

(the “Resolution”) was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board’s minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Bylaws of NBHA.

SIGNED AND SEALED _____, 2026.

Henry Alvarez, Secretary/Executive Director

(SEAL)

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

INDIVIDUAL ITEMS FOR CONSIDERATION G3

SUBJECT:

Consideration and approval regarding Resolution No. 202605070006 approval of the revised PHA 2024-2028 Five-Year Plan for the New Braunfels Housing Authority

BACKGROUND AND RATIONAL:

The Form HUD-50075-SY is to be completed once every 5 PHA fiscal years by all PHAs. The revised 5-Year Plan provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-income, very low-income, and extremely low-income families.

FISCAL IMPACT:

The revised 5-Year Plan identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low-income, and extremely low-income families for the next five years.

STAFF RECCOMENDATION:

Staff recommends approval of the revised PHA 2024-2028 Five-Year Plan.

ATTACHMENT:

Draft of the revised PHA 2024-2028 Five-Year Plan

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

11/24/25, 4:30 PM

HUD-50075-5YR

B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>NBHA adopts policies within its program Administrative Plan, including: the Emergency Transfer Move Plan, Notice to Housing Choice Voucher Owners and Managers, VAWA Policy, and Standard Operating Procedures for following up on an applicant, resident, or participant claiming VAWA Notice of Occupancy Rights.</p>
C.	<p>Other Document and/or Certification Requirements.</p>
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>NBHA defines the following circumstances will constitute as a significant amendment/modification to this agency's PHA plan: <input type="checkbox"/> Changes made to the admissions policies, organization of the waiting list and/or tenant rent payments; <input type="checkbox"/> Addition of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or changes in use of replacement reserve funds under the Capital Fund in the amount of 20% or more of the annual grant; <input type="checkbox"/> Any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities. A substantial deviation may be defined as a loss and/or inadequate funding for a program, reallocation of funding to sustain programs and/or a change in regulatory requirements governing a program, thus requiring the PHA to amend its agency plan. NBHA intends to implement the Rental Assistance Demonstration (RAD), HACA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items per PIH Notice 2012-32, Rev-2: a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance; b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds; c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and d. Changes to the financing structure for each approved RAD conversion</p>
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan? Y <input type="checkbox"/> N <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.3	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan? Y <input type="checkbox"/> N <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>
D.1	<p>Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(e) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Form identification: TX343-New Braunfels Housing Authority form HUD-50075-5Y (Form ID - 4250) printed by Isabel Lee in HUD Secure Systems/Public Housing Portal at 11/24/2025 05:33PM EST

https://hudapps.hud.gov/ords/ofpih/ropfund/f_7520163981160186160/50075-5y1?session=5547728061355

2/2

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

RESOLUTION NO. 202605070006

**CONSIDERATION AND APPROVAL OF THE REVISED PHA 2024-2028 FIVE – YEAR
PLAN FOR THE NEW BRAUNFELS HOUSING AUTHORITY**

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authority Boards to review and approves Authority expenditures; and

WHEREAS, The HUD required auditors to recommend a similar Authority review of its operational expenditures.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the City of New Braunfels Housing Authority Board of Commissioners hereby accepts and approves the revised PHA 2024-2028 Five – Year Plan.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. This Resolution shall be in force and effect from and after its passage.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on May 7, 2026 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

APPROVAL OF THE REVISED PHA 2024-2028 FIVE – YEAR PLAN FOR THE NEW BRAUNFELS HOUSING AUTHORITY

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2026.

Henry Alvarez, Secretary/Executive Director

(SEAL)

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

INDIVIDUAL ITEMS FOR CONSIDERATION G4

SUBJECT:

Consideration and approval regarding Resolution No. 202605070007 approval of the Authority’s Fiscal Year End (FYE) 2025 Financial Reports.

BACKGROUND AND RATIONAL:

Low Rent Program
Monthly Summary (As of September 30, 2025)

Category	Amount
Operating Account Balance	\$97,347
Operating Revenue	\$128,268
Operating Expenses	(\$237,464)
Net Loss	(\$109,196)
Depreciation	\$184,441
PILOT & Collection Losses	\$40,488
Adjusted Net Income (Excluding Non-Cash Expenses)	\$115,733

Year-to-Date Summary (Ending September 2024)

Category	Amount
Year-to-Date Operating Revenue	\$1,413,306
Year-to-Date Operating Expenses	(\$1,648,266)
Net Loss	(\$234,959)
Depreciation	\$184,441
PILOT & Collection Losses	\$52,683
Adjusted Net Income (Excluding Non-Cash Expenses)	\$2,165

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

Section 8 Housing Choice Voucher Program
Monthly Summary (As of September 30, 2024)

Category	Amount
Operating Account Balance	\$337,247
Monthly Operating Revenue	\$235,695
Monthly Operating Expenses	(\$217,521)
Net Income	\$18,173

Year-to-Date Summary (Ending September 2024)

Category	Amount
Year-to-Date Operating Revenue	\$2,768,627
Year-to-Date Operating Expenses	(\$2,587,622)
Net Operating Income	\$181,005

FISCAL IMPACT:

Overall, this reflects the financial health of the Authority. Public Housing shows a loss for the month due to non-cash items but remains positive on a cash-adjusted basis. Section 8 performed well with a monthly surplus, and overall program finances remain stable.

STAFF RECCOMENDATION:

Staff recommends approval of the 2024-2025 Fiscal Year End Financial Reports.

ATTACHMENT:

2024-2025 Fiscal Year End Financial Reports

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

Public Housing

New Braunfels Housing Authority
Comparative Balance Sheet FDS Level
Public Housing
As of Date: 9/30/2025

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	9/30/2025	9/30/2024	Variance
Assets			
Cash and Cash Equivalents			
Cash - Unrestricted	97,347.10	9,937.86	87,409.24
Cash - Other Restricted	68,000.00	68,000.00	0.00
Cash - Tenant Security Deposits	34,550.00	34,350.00	200.00
Total Cash and Cash Equivalents	<u>199,897.10</u>	<u>112,287.86</u>	<u>87,609.24</u>
Accounts and Notes Receivables			
Accounts Receivable - HUD Other Projects	37,413.33	98,650.00	(61,236.67)
Accounts Receivable - Tenants	132,294.02	88,299.84	43,994.18
Allowance for Doubtful Accounts - Tenant	(13,229.40)	(8,829.98)	(4,399.42)
Total Accounts and Notes Receivables	<u>156,477.95</u>	<u>178,119.86</u>	<u>(21,641.91)</u>
Investments and Other Current Assets			
Investments - Unrestricted	556,520.56	512,666.17	43,854.39
Prepaid Expenses and Other Assets	0.00	8,023.22	(8,023.22)
Inter Program - Due From	11,375.88	6,579.95	4,795.93
Total Investments and Other Current Assets	<u>567,896.44</u>	<u>527,269.34</u>	<u>40,627.10</u>
Capital Assets, Net of Accumulated Depreciation			
Land	165,168.60	165,168.60	0.00
Buildings	6,425,834.94	6,425,834.94	0.00
Furniture, Equipment & Machinery - Dwelling	1,382,492.87	1,382,492.87	0.00
Furniture, Equipment & Machinery - Admin	874,338.48	874,338.48	0.00
Leasehold Improvements	633,482.88	633,482.88	0.00
Accumulated Depreciation	(8,310,196.03)	(8,125,754.12)	(184,441.91)
Total Capital Assets, Net of Accumulated Depreciation	<u>1,171,121.74</u>	<u>1,355,563.65</u>	<u>(184,441.91)</u>
Total Assets	<u>2,095,393.23</u>	<u>2,173,240.71</u>	<u>(77,847.48)</u>
Liabilities			
Current Liabilities			
Accounts Payable <= 90 Days	52,059.86	9,571.73	42,488.13
Accrued Wage/Payroll Taxes Payable	10,675.94	10,104.80	571.14
Accrued Compensated Absences - Current	3,232.64	1,510.63	1,722.01
Accounts Payable - Other Government	45,220.06	48,780.49	(3,560.43)
Tenant Security Deposits	27,811.00	28,524.00	(713.00)
Unearned Revenue	6,133.17	8,633.55	(2,500.38)
Other Current Liabilities	115,858.51	0.00	115,858.51
Inter Program - Due To	0.00	12,251.86	(12,251.86)
Total Current Liabilities	<u>260,991.18</u>	<u>119,377.06</u>	<u>141,614.12</u>
Non-Current Liabilities			
Accrued Compensated Absences - Non-Current	29,093.76	13,595.66	15,498.10
Total Non-Current Liabilities	<u>29,093.76</u>	<u>13,595.66</u>	<u>15,498.10</u>
Total Liabilities	<u>290,084.94</u>	<u>132,972.72</u>	<u>157,112.22</u>
Net Position			
Net Position			
Unrestricted Net Position	2,040,267.99	2,040,267.99	0.00
Total Net Position	<u>2,040,267.99</u>	<u>2,040,267.99</u>	<u>0.00</u>
Net Income (Loss)	<u>(234,959.70)</u>	<u>0.00</u>	<u>(234,959.70)</u>
Total Net Position	<u>1,805,308.29</u>	<u>2,040,267.99</u>	<u>(234,959.70)</u>
Total Liabilities and Net Position	<u>2,095,393.23</u>	<u>2,173,240.71</u>	<u>(77,847.48)</u>
			0.00

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

Public Housing Continued

New Braunfels Housing Authority
Comparative Income Statement FDS
Public Housing

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	Start: 10/01/2024 End: 09/30/2025	Start: 10/01/2023 End: 09/30/2024	Variance
Operating Revenue			
Tenant Revenue			
Net Tenant Rental Revenue	543,465.64	577,836.01	(34,370.37)
Tenant Revenue - Other	33,002.08	44,877.11	(11,875.03)
Total Tenant Revenue	576,467.72	622,713.12	(46,245.40)
Fee Revenue			
HUD PHA Operating Grants	524,157.33	469,890.00	54,267.33
Total Fee Revenue	524,157.33	469,890.00	54,267.33
Other Revenue			
Investment Income - Unrestricted	500.00	25,399.02	(24,899.02)
Other Revenue	312,181.27	408,658.72	(96,477.45)
Total Other Revenue	312,681.27	434,057.74	(121,376.47)
Total Operating Revenue	1,413,306.32	1,526,660.86	(113,354.54)
Operating Expenses			
Administrative Expenses			
Administrative Salaries	320,190.42	170,687.42	(149,503.00)
Auditing Fees	25,600.00	21,050.00	(4,550.00)
Employee Benefit Contributions - Admi	120,091.82	82,410.31	(37,681.51)
Office Expenses	15,522.73	11,039.69	(4,483.04)
Legal Expense	123,042.61	192,372.52	69,329.91
Travel	348.60	547.31	198.71
Other Administrative Expense	63,499.70	81,611.60	18,111.90
Total Administrative Expenses	668,295.88	559,718.85	(108,577.03)
Tenant Services Expense			
Tenant Services - Salaries	38,111.97	29,522.16	(8,589.81)
Employee Benefit Contributions - Tenar	16,002.14	7,273.68	(8,728.46)
Tenant Services - Other	18,981.97	16,135.34	(2,846.63)
Total Tenant Services Expense	73,096.08	52,931.18	(20,164.90)
Utilities Expense			
Water	21,451.55	27,971.61	6,520.06
Electricity	59,662.75	50,461.01	(9,201.74)
Gas	10,231.87	10,711.29	479.42
Sewer	418.18	0.00	(418.18)
Total Utilities Expense	91,764.35	89,143.91	(2,620.44)
Ordinary Maintenance and Operations			
Ord Maintenance and Operations - Lab	134,195.02	91,346.27	(42,848.75)
Ord Maintenance and Operations - Mat	47,509.38	114,150.09	66,640.71
Ord Maintenance and Operations - Cor	105,330.69	402,912.71	297,582.02
Employee Benefit Contributions - Ord M	91,326.64	66,363.74	(24,962.90)
Total Ordinary Maintenance and Operations	378,361.73	674,772.81	296,411.08
Insurance Premiums			
Property Insurance	128,017.26	102,753.98	(25,263.28)
Liability Insurance	1,922.50	3,477.04	1,554.54
Workmen's Compensation	5,187.00	7,600.58	2,413.58
All Other Insurance	4,361.00	2,766.54	(1,594.46)
Total Insurance Premiums	139,487.76	116,598.14	(22,889.62)
Other General Expenses			
Payment in Lieu of Taxes	45,220.06	48,780.49	3,560.43
Bad Debt - Tenant Rents	7,463.83	58,267.13	50,803.30
Total Other General Expenses	52,683.89	107,047.62	54,363.73
Other Expenses			

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

Public Housing Continued

New Braunfels Housing Authority
Comparative Income Statement FDS
Public Housing

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	Start: 10/01/2024 End: 09/30/2025	Start: 10/01/2023 End: 09/30/2024	Variance
Extraordinary Maintenance	20,654.78	0.00	(20,654.78)
Capital Fund Expenses	39,479.64	0.00	(39,479.64)
Total Other Expenses	60,134.42	0.00	(60,134.42)
Depreciation			
Depreciation Expense	184,441.91	160,157.63	(24,284.28)
Total Depreciation	184,441.91	160,157.63	(24,284.28)
Total Operating Expenses	(1,648,266.02)	(1,760,370.14)	112,104.12
Net Income (Loss)	(234,959.70)	(233,709.28)	(1,250.42)

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

HCV (Section 8)

New Braunfels Housing Authority
Comparative Balance Sheet FDS
Section 8
As of Date: 9/30/2025

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	9/30/2025	9/30/2024	Variance
Assets			
Cash and Cash Equivalents			
Cash - Unrestricted	297,935.33	6,081.02	291,854.31
Cash - Other Restricted	39,312.34	0.00	39,312.34
Total Cash and Cash Equivalents	<u>337,247.67</u>	<u>6,081.02</u>	<u>331,166.65</u>
Accounts and Notes Receivables			
Accounts Receivable - HUD Other Projects	0.00	95,562.57	(95,562.57)
Accounts Receivable - Miscellaneous	0.00	30,079.27	(30,079.27)
Total Accounts and Notes Receivables	<u>0.00</u>	<u>125,641.84</u>	<u>(125,641.84)</u>
Investments and Other Current Assets			
Inter Program - Due From	0.00	12,251.86	(12,251.86)
Total Investments and Other Current Assets	<u>0.00</u>	<u>12,251.86</u>	<u>(12,251.86)</u>
Capital Assets, Net of Accumulated Depreciation			
Furniture, Equipment & Machinery - Admin	83,695.66	83,695.66	0.00
Leasehold Improvements	4,657.00	4,657.00	0.00
Accumulated Depreciation	(84,723.57)	(82,872.97)	(1,850.60)
Total Capital Assets, Net of Accumulated Depreciation	<u>3,629.09</u>	<u>5,479.69</u>	<u>(1,850.60)</u>
Total Assets	<u>340,876.76</u>	<u>149,454.41</u>	<u>191,422.35</u>
Liabilities			
Current Liabilities			
Accounts Payable <= 90 Days	453.00	793.00	(340.00)
Accrued Wage/Payroll Taxes Payable	866.25	606.25	260.00
Accrued Compensated Absences - Current	720.44	277.54	442.90
Other Current Liabilities	1,271.70	0.00	1,271.70
Inter Program - Due To	11,375.88	6,579.95	4,795.93
Total Current Liabilities	<u>14,687.27</u>	<u>8,256.74</u>	<u>6,430.53</u>
Non-Current Liabilities			
Accrued Compensated Absences - Non-Current	6,483.94	2,497.83	3,986.11
Total Non-Current Liabilities	<u>6,483.94</u>	<u>2,497.83</u>	<u>3,986.11</u>
Total Liabilities	<u>21,171.21</u>	<u>10,754.57</u>	<u>10,416.64</u>
Net Position			
Net Position			
Restricted Net Position	138,699.84	138,699.84	0.00
Total Net Position	<u>138,699.84</u>	<u>138,699.84</u>	<u>0.00</u>
Net Income (Loss)	<u>181,005.71</u>	<u>0.00</u>	<u>181,005.71</u>
Total Net Position	<u>319,705.55</u>	<u>138,699.84</u>	<u>181,005.71</u>
Total Liabilities and Net Position	<u>340,876.76</u>	<u>149,454.41</u>	<u>191,422.35</u>
			0.00

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

HCV (Section 8) Continued

New Braunfels Housing Authority
Comparative Income Statement FDS
Section 8

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	Start: 10/01/2024 End: 09/30/2025	Start: 10/01/2023 End: 09/30/2024	Variance
Operating Revenue			
Tenant Revenue			
Tenant Revenue - Other	13,639.11	23,079.85	(9,440.74)
Total Tenant Revenue	<u>13,639.11</u>	<u>23,079.85</u>	<u>(9,440.74)</u>
Fee Revenue			
HUD PHA Operating Grants	2,715,341.43	2,526,495.57	188,845.86
Total Fee Revenue	<u>2,715,341.43</u>	<u>2,526,495.57</u>	<u>188,845.86</u>
Other Revenue			
Other Revenue	39,647.25	101,050.72	(61,403.47)
Total Other Revenue	<u>39,647.25</u>	<u>101,050.72</u>	<u>(61,403.47)</u>
Total Operating Revenue	<u>2,768,627.79</u>	<u>2,650,626.14</u>	<u>118,001.65</u>
Operating Expenses			
Administrative Expenses			
Administrative Salaries	59,607.01	194,015.42	134,408.41
Employee Benefit Contributions - Adm	35,057.77	88,739.19	53,681.42
Office Expenses	121.04	166.18	45.14
Other Administrative Expense	5,229.63	4,964.78	(264.85)
Total Administrative Expenses	<u>100,015.45</u>	<u>287,885.57</u>	<u>187,870.12</u>
Other General Expenses			
Other General Expenses	6,852.00	6,911.31	59.31
Total Other General Expenses	<u>6,852.00</u>	<u>6,911.31</u>	<u>59.31</u>
Housing Assistance Payments			
Housing Assistance Payments	2,441,781.09	2,288,027.57	(153,753.52)
Total Housing Assistance Payments	<u>2,441,781.09</u>	<u>2,288,027.57</u>	<u>(153,753.52)</u>
HAP Port In			
HAP Portability-In	37,122.94	85,536.00	48,413.06
Total HAP Port In	<u>37,122.94</u>	<u>85,536.00</u>	<u>48,413.06</u>
Depreciation			
Depreciation Expense	1,850.60	1,850.60	0.00
Total Depreciation	<u>1,850.60</u>	<u>1,850.60</u>	<u>0.00</u>
Total Operating Expenses	<u>(2,587,622.08)</u>	<u>(2,670,211.05)</u>	<u>82,588.97</u>
Net Income (Loss)	<u>181,005.71</u>	<u>(19,584.91)</u>	<u>200,590.62</u>

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

RESOLUTION NO. 202605070007

RESOLUTION APPROVING THE NBHA 2024-2025 FISCAL YEAR END FINANCIAL REPORTS.

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the Board of Commissioners believes it serves the public interest and is in the best interest of NBHA to accept the 2024-2025 Fiscal Year End Financial Reports; and

WHEREAS, the Board of Commissioners desires to approve and accept the 2024-2025 Fiscal Year End Financial Reports;

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the NBHA 2024-2025 Fiscal Year End Financial Reports;

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA’s Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS
Community Center
300 Laurel Lane
New Braunfels, Texas 78130
Thursday, May 7, 2026 at 5:15 pm

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. This Resolution shall be in force and effect from and after its passage.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at 830.625.6909 x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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

**Community Center
300 Laurel Lane
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CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA (the “Board”) held a meeting on May 7, 2026 (the “Meeting”) of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION APPROVING THE NBHA 2024-2025 YEAR TO DATE FINANCIAL REPORTS

(the “Resolution”) was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board’s minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2026.

Henry Alvarez, Secretary/Executive Director

(SEAL)

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