

**MINUTES  
OF THE NEW BRAUNFELS HOUSING AUTHORITY BOARD OF COMMISSIONERS  
BOARD MEETING OF TUESDAY, 13, 2021**

The Board of Commissioners of Housing Authority of the City of New Braunfels, Texas, met in a Regular Session, April 13, 2021 at 3pm.

**COMMISSIONERS PRESENT:**

Christopher Willis  
Sharon Samples  
Sarah Dixon  
Cinderella Brown  
Barry Williams

**STAFF:**

Henry Alvarez, Executive Director  
Irene Cantu, Administrative Assistant  
Mickey Lloyd, Programs Manager  
Doug Poneck, Esquire  
Nathan Brown, Esquire

• **MEETING CALLED TO ORDER**

The meeting was called to order at 3 pm.

• **ROLL CALL**

Ms. Cantu called roll.

• **CITIZENS COMMUNICATION**

No citizens were heard.

• **INDIVIDUAL ITEM FOR CONSIDERATION:**

**A. Consideration and approval of a RESOLUTION APPROVING AMENDMENT OF THE PERSONNEL POLICY REGARDING “ON CALL/CALL BACK PAY”, AND OTHER MATTERS IN CONNECTION THEREWITH.**

Chairman Willis read the aforementioned. Executive Director Alvarez introduced the item.

Commissioner Dixon moved to approve the resolution.

Commissioner Williams seconded the motion which passed unanimously.

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**B. Executive Director Report**

Executive Director Alvarez provided the reports.

**1. EXECUTIVE SESSION-Closed Session<sup>1</sup>**

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

A. Tex. Loc. Gov't Code Section 551.071-Consultation with attorney regarding Instrumentality-New Braunfels community Resource Center

• **CONVENE INTO EXECUTIVE SESSION**

No necessary action in Executive Session.

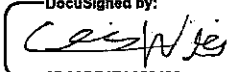
• **RECONVENED INTO OPEN SESSION**

Reconvened at 4:52pm. No action was taken. Commissioner Williams left the meeting (excused) at 4:52pm.

• **ADJOURNMENT:**

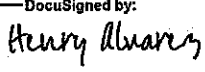
Without objections Chairman Willis adjourned the meeting at 4:54 pm.

**Attest:**

DocuSigned by:  
  
\_\_\_\_\_  
Christopher Willis, Chairman

4/21/2021

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

DocuSigned by:  
  
\_\_\_\_\_  
Henry Alvarez  
Interim Executive Director

4/22/2021

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

**RESOLUTION NO. 041320210004**

RESOLUTION APPROVING AMENDMENT OF THE PERSONNEL POLICY REGARDING "ON CALL/CALL BACK PAY", AND OTHER MATTERS IN CONNECTION THEREWITH.

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 reward dedicated non-exempt employees with additional pay for on-call or call-back duties within clear parameters; and

WHEREAS, the Board of Commissioners desires to approve the amendment of its personnel policies regarding on call/call back hours worked by employees;

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 approves the amendment to its personnel policies attached hereto as Exhibit 1;

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.

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.

### 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 April 13, 2021 (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

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(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 4/21/2021, 2021.

DocuSigned by:  
*Henry Alvarez*

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Henry Alvarez, Secretary/Executive Director

(SEAL)