

**MINUTES
OF THE NEW BRAUNFELS HOUSING AUTHORITY BOARD OF COMMISSIONERS
REGULAR BOARD MEETING OF TUESDAY, SEPTEMBER 10, 2019**

The Board of Commissioners of Housing Authority of the City of New Braunfels, Texas, met in a Regular Session September 10, 2019 at 6:00 p.m.

COMMISSIONERS PRESENT:

Jeffrey Jewell, Chair
Sharon Samples, Commissioner
Christopher Willis, Commissioner
David Pfeuffer, Commissioner

COMMISSIONER ABSENT:

Jerry Major, Commissioner

STAFF:

Henry Alvarez, Interim Executive Director
Michael Lloyd, Program Manager
Irene Cantu, Administrative Assistant

• **MEETING CALLED TO ORDER**

Chairman Jewell called the meeting to order at 6:01 p.m.

• **ROLL CALL**

Irene Cantu called roll. A quorum present.

• **CITIZENS COMMUNICATION**

There were no citizens to be heard.

• **INDIVIDUAL ITEMS FOR CONSIDERATION:**

- A. Discuss and consider approval of resolution authorizing approval and submission of Low Rent Public Housing Budget and Submission of HUD forms into the HUD Performance Funding System (PFS).

Chairman Jewell read the aforementioned. Mr. Alvarez presented the item.

Commissioner Pfeuffer moved to approve the resolution. Commissioner Willis seconded the motion which passed unanimously.

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- B. Discuss and consider approval of a resolution revising the New Braunfels Housing Authority Check Signing Authorization.

Chairman Jewell read the aforementioned.

Mr. Alvarez presented the item.

Commissioner Pfeuffer moved to approve the resolution. Commissioner Samples seconded the motion which passed unanimously.

- C. Discuss and consider approval of a resolution authorizing New Braunfels Housing Authority to become a member of The Local government Purchasing cooperative (“BuyBoard”).

Mr. Lloyd presented the item.

Mr. Alvarez spoke on the item.

Commissioner Willis moved to approve the item. Commissioner Samples seconded the motion which passed unanimously.

The Board moved to proceed to the Executive Director’s Report before convening to the Executive Session.

• **EXECUTIVE DIRECTOR REPORT**

- HUD Correspondence

Executive Director, Henry Alvarez provided the HUD Correspondence Update.

- Pest Control Update

Executive Director, Henry Alvarez provided the Pest Control Update.

- **Facilities Update**
 - Landscaping
 - Unit 513
 - Utility Room Repair
 - Generator

Executive Director, Henry Alvarez provided the Facilities Updates.

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- **Accounts Payable Report**

Executive Director, Henry Alvarez provided the Accounts Payable Report

- **EXECUTIVE SESSION- Closed Session¹**
 - A. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director in accordance with Section 551.074 of the Texas Government Code, specifically:

Executive Director Search

The Board convened into Executive Session at 6:40 p.m.

**THE BOARD WILL RECOVENE INTO OPEN SESSION AND TAKE ANY
NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION.**

The Board reconvened to Open Session at 7:04 p.m.

Commissioner Pfeuffer moved to appoint the Chairman of the Board make an offer of employment to Mr. Henry Alvarez with the terms to be negotiated and the contract be brought back to the board for approval.

Samples seconded motion which passed unanimously.

- **ADJOURNMENT**

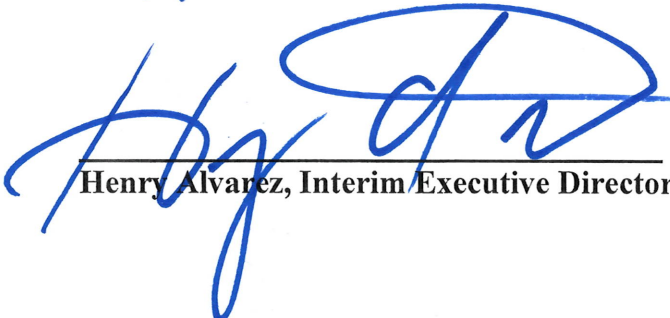
Without objections Chairman Jewell adjourned the meeting.

Attest:



Jeffrey Jewell, Chairman

10/17/19
Date



Henry Alvarez, Interim Executive Director

10/17/19
Date