Pearsall Housing Authority
Regular Meeting of the Board of Commissioners
Thursday, September 17, 2026

A Regular Meeting of the Board of Commissioners of the Pearsall Housing Authority was held at the offices of the Pearsall Housing Authority located at 501 W. Medina, Pearsall, Texas on Thursday, September 17, 2026 at 6:00 PM

1. **Called the meeting to order.**
   The meeting was called to order at 6:02 PM by Vice-Chairperson David Richey

2. **Roll Call and establish meeting.**
   Present: Vice- Chairperson David Richey, Commissioner Edward Carrizales, and Resident Commissioner Cesario Garza
   Members Absent: Chairperson Roy Menke, Commissioner Amanda VanCleve, Commissioner Beatrice Nieto
   Members Tardy: NA

3. **Pledge of Allegiance**
   The members recited the United States Pledge of Allegiance.

4. **Residents and citizens to be heard.**
   NA

5. **Approve and/or correct the meeting minutes held on August 20, 2026.**
   Following a brief discussion, Vice-Chairperson David Richey motioned to approve the minutes as presented. Resident Commissioner Cesario Garza seconded the motion with all in favor. Motion passes.

6. **Executive Director Reports: Financial Reports, Expenses, Bank balances, Housing Choice Voucher Program Update, Low Rent Public Housing Update, Vacancy Report, for the month of August 2026.**
   Secretary Jessica Ramos reviewed Financial Reports, Expenses and Bank balances. Secretary Jessica Ramos gave an update on the Housing Choice Voucher Program. Gave an update on the Low Rent Public Housing vacancy report. Following a brief discussion, Commissioner Edward Carrizales motioned to approve the Executive Director Report. Resident Commissioner Cesario Garza seconded the motion with all in favor. Motion passes.

7. **Discussed action items:**
   A. **Discussed possible action on Resolution # 2026.27.02- resolution approving and adopting the Records Retention Policy that was drafted by The Nelrod Company.**
   Secretary Jessica Ramos provided the policy for review notified the Board that the PHA creates, receives, and retains various types of records and documents in the regular course of conducting public business. A formal Record Retention Policy ensures legal compliance, protects the privacy of tenants and staff. After a brief discussion, Commissioner Edward Carrizales made the motion to approve Resolution # 2026.27.02 to approve and adopt the Records Retention Policy that takes effect immediately and was drafted by the Nelrod Company. Resident Commissioner Cesario Garza seconded the motion, with all in favor. Motion passes.
   B. Discussed possible action to set the Payments Standards for the fiscal year 2027 Fair Market

Rents (FMR) for the Low Rent Public Housing and the Housing Choice Voucher Program. Secretary Jessica Ramos provided the board with the Fair Market Rents that were released by HUD and the schedule for the Payment Standards. Secretary Jessica Ramos notified the Board that the Board can set the Payment Standards at 90%-110% of the FMR's. As for the Low Rent Public Housing, the ceiling rents are 80% of the FMR's minus the Utility Allowance. Following the discussion, Commissioner Edward Carrizales motioned to set the Payment Standards at 100% of the Fair Market Rents for the HCVP and approve the Low Rent Public Housing ceiling rents at 80% of the FMR minus the Utility Allowance for the fiscal year 2027 effective October 1, 2026. Resident Commissioner Cesario Garza seconded the motion with all in favor. Motion passes.

8. **Discussion and appropriate action regarding the approval of suggested items for next meeting.**
   The board will be discussing the retention policies.

9. **Adjournment.**
   With no further business to discuss Commissioner Edward Carrizales made the motion to adjourn. Resident Commissioner Cesario Garza seconded the motion, with all in favor. The meeting adjourned at 6:39 PM.

Roy Menke, Chairperson

Jessica Ramos, Secretary/Executive Director

Date: 10/15/26