

**Pearsall Housing Authority
Regular Meeting of the Board of Commissioners
Thursday, August 21, 2025**

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, August 21, 2025 at 6:00 PM

1. Called the meeting to order.

The meeting was called to order at 6:00 PM by Chairperson Roy Menke

2. Roll Call and establish meeting.

Present: Chairperson Roy Menke, Vice-Chairperson David Richey, Resident Commissioner Juan Garcia, Commissioner Amanda VanCleve, and Commissioner Beatrice Nieto

Members Absent: NA

Members Tardy: NA

3. Pledge of Allegiance

The members recited the United States Pledge of Allegiance.

4. Residents and citizens to be heard.

No residents to be heard.

5. Approve and/or correct the 2 meeting minutes held on July 17, 2025. Following a brief discussion, Vice-Chairperson David Richey motioned to approve both minutes as presented. Commissioner Beatrice Nieto seconded the motion with all in favor. Motion passes.

6. Executive Director Reports: Financial Reports, Expenses, Security State Bank balances, Housing Choice Voucher Program Update, Low Rent Public Housing Update, the Vacancy Report, introduced the new commissioner, and discussed the quote for HVAC maintenance for the month of July 2025.

Secretary Jessica Ramos reviewed Financial Reports, Expenses and Security State 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. Introduced our new commissioner, Beatrice Nieto. Discussed the quote regarding HVAC Maintenance. Following a brief discussion, Vice-Chairperson David Richey motioned to approve the Executive Director Report. Resident-Commissioner Juan Garcia seconded the motion with all in favor. Motion passes.

7. Discussed action items

1. Discussed appropriate action regarding the approval to advertise the bidding for HVAC Maintenance for all units.

Jessica notified the board that the quote that was received by the Beyer Boys was \$23,328.00 a year. Board of Commissioners want me to reach out to John Wayne and receive a quote. If policy allows to move forward with hiring and not have to advertise to do so. Following a brief discussion Vice-Chairperson David Richey motioned to approve reaching out for HVAC quote from John Wayne. Commissioner Amanda VanCleve seconded the motion with all in favor. Motion passes.

8. At 6:28PM Vice-President David Richey motioned to enter Closed Session in accordance with the Texas Open Meetings Act Section 551.074, Personal Matters and Commissioner Amanda VanCleve seconded, with all in favor.

A. Discussed regarding an employee's salary.

9. At 6:50 PM Vice-President David Richey motioned to enter Open Session in accordance with the Texas Open Meetings Act Section 551.102, Final Actions regarding an employee's salary and Commissioner Amanda VanCleve seconded the motion with all in favor.

A. Discussion regarding an employee's salary.

Commissioner Amanda VanCleve motioned to approve the salary of Mr. Ismael Portales from step one \$15.83 an hour to step three \$16.79 of the salary study guide and re-evaluate his performance is six months. Vice-Chairperson David Richey seconded the motion with all in favor. Motion passes.

10. **Discussion and appropriate action regarding the approval of suggested items for next meeting.**

HVAC quote from John Wayne.

11. Adjournment.

With no further business to discuss Vice-Chairperson David Richey made the motion to adjourn. Commissioner Amanda VanCleve seconded the motion, with all in favor. The meeting adjourned at 6:53PM.



David Richey, Vice-Chairperson



Jessica Ramos, Secretary/Executive Director

Date: 9-18-25