

**Pearsall Housing Authority
Emergency Meeting of the Board of Commissioners
Tuesday, April 22, 2025**

An Emergency 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 Tuesday, April 22, 2025 at 6:00 PM

1. Called the meeting to order.

The meeting was called to order at 6:06 PM by Chairperson Roy Menke

2. Roll Call and establish meeting.

Present: Chairperson Roy Menke, Vice-Chairperson David Richey and Commissioner Amanda VanCleve.

Members Absent: Resident Commissioner Juan Garcia

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 Regular minutes of the meeting held on March 20, 2025.

Following a brief discussion, Chairperson Roy Menke motioned to approve the minutes as presented. Commissioner Amanda VanCleve 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, NSPIRE Inspection, and increase in property insurance coverages for the month of March 2025.

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. Notified the board on the NSPIRE inspection that was conducted on April 7, 2025 and failing with a 49. She notified the board of the increase in property insurance coverages of \$10,000 with TML Risk Pool effective October 1, 2025. Following a brief discussion, Vice-Chairperson David Richey motioned to approve the Executive Director Report. Commissioner Amanda VanCleve seconded the motion with all in favor. Motion passes.

7. Discussed action items

A. Discussed appropriate action to approve the Five-Year Plan and required certifications/forms for the fiscal year 2025-2029.

1. **5 Year Plan- HUD 50075-5Y.**

2. **Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan HUD 50077-SL**

3. **Civil Rights Certification- HUD 50077-CR, Resolution #2024.25.06,**

After a brief discussion, Vice-Chairman David Richey made a motion to approve the 5 Year

Plan, HUD 5077-SL, and resolution #: 2024.25.06. Commissioner Amanda VanCleve seconded the motion, with all in favor. Motion passes.

- B. Discussed appropriate action regarding the adoption of Resolution #2024.25.07, the approval of the Low Rent Public Housing budget for the PHA fiscal year July 1, 2025 through June 30, 2026 that was prepared by Lindsey an MRI Software Company.**

After a brief discussion, Vice-Chairman David Richey made a motion to adopt Resolution #2024.25.07. Commissioner Amanda VanCleve seconded the motion, with all in favor. Motion passes.

- C. Discussed appropriate action regarding the adoption of Resolution #2024.25.08, approval of the Housing Choice Voucher Program budget for the PHA fiscal year July 1, 2025 through June 30, 2026 that was prepared by Lindsey an MRI Software Company.**

After a brief discussion, Vice-Chairman David Richey made a motion to adopt Resolution#2024.25.08. Commissioner Amanda VanCleve seconded the motion, with all in favor. Motion passes.

- D. Discussed appropriate action to approve Resolution #2024.25.09, for the Utility Analysis that was conducted by RKB2 Consults for fiscal year 2025-2026.**

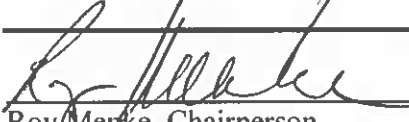
After a brief discussion, Vice-Chairman David Richey made a motion to adopt Resolution#2024.25.29. Commissioner Amanda VanCleve seconded the motion, with all in favor. Motion passes.

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

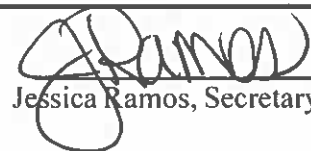
The board requested a discussion regarding AC Maintenance of all units.

- 9. Adjournment.**

With no further business to discuss Chairperson Roy Menke made the motion to adjourn. Vice-Chairperson David Richey second the motion, with all in favor. The meeting adjourned at 6:37 PM.



Roy Menke, Chairperson



Jessica Ramos, Secretary/Executive Director

Date: 5/15/2025