

**Pearsall Housing Authority
Regular Meeting of the Board of Commissioners
Wednesday, December 21, 2022**

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 Wednesday, December 21, 2022.

1. Called the meeting to order.

The meeting was called to order at 6:01PM by Vice-Chairperson, Juan Ponce Jr.

2. Roll Call and establish meeting.

Present: Vice-Chairperson Juan Ponce Jr., Resident Commissioner Juan Garcia, Commissioner Matthew Aguilar, and Board Secretary Jessica Ramos

Members Absent: Commissioner Joshua Bell and Chairperson Reynaldo Trevino

3. Pledge of Allegiance

The members recited the United States Pledge of Allegiance.

4. Residents and citizens to be heard.

None.

5. Approve and/or correct the minutes of the meetings held on November 16, 2022.

Following a brief discussion, Commissioner Matthew Aguilar motioned to approve the minutes as presented. Resident Commissioner Juan Garcia seconded with all in favor.

6. Executive Director Reports: Financial Reports, Disbursements, Security State Bank balances, Housing Choice Voucher Program Update, and Low Rent Public Housing Update for the month of November 2022

Secretary Jessica Ramos reviewed the Housing Choice Voucher Program waiting list trends and program updates. Secretary Jessica Ramos also reviewed the vacancy report and the waiting list trend for the Low Rent Public Housing Program. Following a brief discussion, Commissioner Matthew Aguilar motioned to approve the Executive Director Reports. Resident Commissioner Juan Garcia seconded with all in favor.

7. Discussed appropriate actions

A. Discussed appropriate action regarding amending the PHA Bylaws.

Secretary Jessica Ramos provided the board documents to show the combined amendments to the Bylaws that were requested by the board. Vice-Chairperson Juan Ponce Jr. suggested to table item so all commissioners could be available. After a brief discussion, Director Matthew Aguilar made a motion to table this item for the next meeting. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

B. Discussed appropriate action regarding the updating of the Procurement Policy.

Secretary Jessica Ramos provided the board documents to show the combined amendments to the Procurement Policy that were requested by the board. Vice-

Chairperson Juan Ponce Jr. suggested to table item so all commissioners could be available. After a brief discussion, Director Matthew Aguilar made a motion to table this item for the next meeting. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

C. Discussed appropriate action regarding amending the Personnel Policy to include a Health Policy with procedure details.

Secretary Jessica Ramos provided the board documents to show the combined amendments to the Personnel Health Policy that were requested by the board. Vice-Chairperson Juan Ponce Jr. suggested to table item so all commissioners could be available. After a brief discussion, Director Matthew Aguilar made a motion to table this item for the next meeting. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

D. Discussed appropriate action regarding declaring the PHA as an emergency site with the Red Cross.

Secretary Jessica Ramos notified the Commissioners that she had yet to hear from anyone. After a brief discussion, Commissioner Matthew Aguilar made a motion to remove this item for now. Resident Commissioner Juan Garcia seconded the motion with all in favor.

E. Discussed appropriate action regarding the housing position on building or expanding housing units.

After a brief discussion, Resident Commissioner Juan Garcia made a motion to remove item from agenda due to the City of Pearsall having a meeting that was held on November 20, 2022 which was in regards to building new units. Commissioner Matthew Aguilar seconded the motion with all in favor.

F. Discussion and appropriate action regarding landscaping goals.

Secretary Jessica Ramos provided a landscaping goal of artificial grass just because if the PHA decided to put grass, that would be an extra expense for the tenants. Also, if the PHA decided to take on that expense, the tenant rent would increase because the tenant would no longer receive an allowance for the water because now the PHA would be paying for it. After a brief discussion and no other ideas from the commissioners, Resident Commissioner Juan Garcia made a motion to remove item from the agenda. Commissioner Matthew Aguilar seconded the motion with all in favor.

G. Discussion and appropriate action regarding parking spaces/tags.

Secretary, Jessica Ramos notified the board that if the PHA were to add additional parking spaces, it would allow more un-authorized guests. Also notified the board that issuing parking tags would help eliminate un-authorized guests. After a brief discussion, Matthew Aguilar made a motion to table item of parking tags only for the next meeting. Resident Commissioner Juan Garcia seconded the motion with all in favor.

H. Discussion and appropriate action regarding the extension of the original contract for audit services and HUD/REAC Agreed-upon Procedures for Leal & Carter, P.C. for the fiscal years ending 2022 and 2023.

After a brief discussion, Commissioner Matthew Aguilar made a motion to approve the extension of the original contract for audit services and HUD/REAC Agreed-upon Procedures for Leal & Carter, P.C. for the fiscal years ending 2022 and 2023. Resident Commissioner Juan Garcia seconded the motion with all in favor.

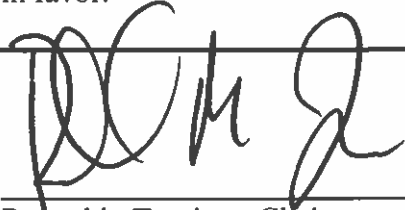
I. Discussion and appropriate action regarding the adoption of the 2023 PHA Holiday schedule.

After a brief discussion, Commissioner Matthew Aguilar made a motion to adopt the 2023 PHA Holiday schedule. Resident Commissioner Juan Garcia seconded the motion with all in favor.

J. Discussed the approval of suggested items for the next meeting.

The board had nothing to add at this time.

8. Adjournment. With no further business to discuss, Resident Commissioner Juan Garcia motioned to adjourn the meeting at 6:34 PM. Commissioner Matthew Aguilar seconded with all in favor.



Reynaldo Trevino- Chairperson



Jessica Ramos, Secretary/Executive Director