

**Pearsall Housing Authority
Special Meeting of the Board of Commissioners
Wednesday, May 22, 2024**

A special 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, May 22, 2024 at 1:15 PM

1. Called the meeting to order.

The meeting was called to order at 1:16PM by Chairperson Reynaldo Trevino

2. Roll Call and establish meeting.

Present: Commissioner Dave Richey, Chairperson Reynaldo Trevino, Resident Commissioner Juan Garcia

Members Absent: Vice-Chairperson Juan Ponce Jr

Members Tardy:

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 April 2, 2024. Following a brief discussion, Commissioner Dave Richey motioned to approve the minutes as presented. Resident Commissioner Juan Garcia seconded with all in favor.

6. Executive Director Reports: Financial Reports, Expenses, Security State Bank balances, Housing Choice Voucher Program Update, Low Rent Public Housing Update, HCVP policy update regarding shortfall in funds, Public Hearing comments for the 2024 Annual Plan, and the Capital Improvement Listing for the months of April 2024

Secretary Jessica Ramos reviewed the 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. Secretary Jessica Ramos supplied the board the policy regarding shortfalls in funds for the HCVP. Also informed the board that there were no comments regarding the Public Hearing for the 2024 Annual Plan. Secretary Jessica Ramos also provided the board with a listing of capital improvements for the LRP program. Following a brief discussion, Commissioner Dave Richey motioned to approve the Executive Director Report. Resident Commissioner Juan Garcia seconded the motion with all in favor.

7. Discussed appropriate action

A. Discussed appropriate action regarding the hiring of a building inspector.

After a brief discussion, Commissioner Dave Richey made a motion to approve the hiring of a building inspector. Resident Commissioner Juan Garcia seconded the motion with all in favor.

B. Discussed appropriate action regarding the hiring of a plumbing and electrical

contractor.

After a brief discussion, Commissioner Dave Richey 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 the adoption of Resolution # 2023.24.04, Approval of the Low Rent Public Housing Budget for the PHA's fiscal year July 1, 2024 through June 30, 2025 that was prepared by Lindsey an MRI Software Company.**

After a brief discussion, Commissioner Dave Richey made a motion to adopt resolution # 2023.24.04, to approve the Low Rent Public Housing Budget for the PHA's fiscal year July 1, 2024 through June 30, 2025 that was prepared by Lindsey an MRI Software Company. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- D. Discussed appropriate action regarding the adoption of Resolution # 2023.24.05, Approval of the Housing Choice Voucher Program Budget for the PHA's fiscal year July 1, 2024 through June 30, 2025 that was prepared by Lindsey an MRI Software Company.**

After a brief discussion, Commissioner Dave Richey made a motion to adopt resolution # 2023.24.05, to approve the Low Rent Public Housing Budget for the PHA's fiscal year July 1, 2024 through June 30, 2025 that was prepared by Lindsey an MRI Software Company. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- E. Discussed appropriate action regarding resolution # 2023.24.06, approval for the fiscal year end June 30, 2023 audit that was conducted by Leal & Carter.**

After a brief discussion, Commissioner Dave Richey made a motion to adopt resolution # 2023.24.06, to approve the fiscal year end June 30, 2023 audit that was conducted by Leal & Carter. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- F. Discussed appropriate action regarding resolution # 2023.24.07, approval of the utility analysis that was conducted by RKB2 Consultants for fiscal year 2024-2025.**

After a brief discussion, Commissioner Dave Richey made a motion to adopt resolution # 2023.24.07, to approve the utility analysis that was conducted by RKB2 Consultants. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- G. Discussed appropriate action to approve the Annual Plan required certification/form.**

- 1. Capital Fund Program (CFP) Amendment- Consolidated Annual Contributions Contract (ACC)- Form HUD- 53012**

After a brief discussion, Commissioner Dave Richey made a motion to approve the Annual Plan CFP Amendment Consolidated Annual Contributions Contract (ACC) Form HUD- 53012. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- H. Discussed appropriate action to approve to void checks outstanding that are longer than 6 months.**

After a brief discussion, Commissioner Dave Richey made a motion to approve to void the outstanding checks that are longer than 6 months. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- I. Discussed appropriate action to approve to write-off any tenant accounts receivables (TAR) that the PHA considers uncollectible.**

After a brief discussion, Commissioner Dave Richey made a motion to approve to write-off any tenant accounts receivables (TAR) that the PHA considers uncollectible. Resident Commissioner Juan Garcia seconded the motion, with all in favor.

- J. Discussed appropriate action regarding TML Risk Pool Roofing proposal upgrade.**

After a brief discussion, Commissioner Dave Richey made a motion to table this item for next meeting so Secretary Jessica Ramos could schedule a meeting. Resident

Commissioner Juan Garcia seconded the motion, with all in favor.

K. Board entered CLOSED SESSION in accordance with the Texas Open Meetings Act, 551.074, Personnel Matters @ 2:58PM.

i. Discussed compensation for Jessica Ramos, Yesly Martinez, Jessie Williams, Joanna Villalobos, Patrick Elizondo, and Johnnie Carrizales.

L. Board entered OPEN SESSION in accordance with the Tezas Open Meetings Act, Final Actions at 3:25PM.

i. Discussed appropriate action regarding compensation for Jessica Ramos, Yesly Martinez, Jessie Williams, Joanna Villalobos, Patrick Elizondo, and Johnnie Carrizales.

Commissioner Dave Richey made a motion to approve an inflation and performance increase in compensation for

- Jessica Ramos- 7%
- Yesly Martinez-7%
- Jessie Williams- 6%
- Joanna Villalobos- 7%
- Patrick Elizondo- 5%
- Johnnie Carrizales- 5%

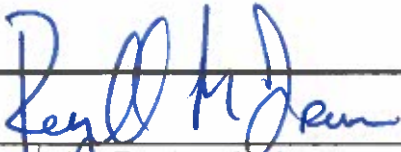
Resident Commissioner Juan Garcia seconded the motion with all in favor.

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

The board suggested to add bed bug prevention, if HUD has limits on CD's, if the PHA has set aside funding if there was ever a government shut down, TML roofing meeting, update on landscaping project, review the drawings and surveys of properties, and installing of gutters.

9. Adjournment.

With no further business to discuss Commissioner Dave Richey made the motion to adjourn. Resident Commissioner Juan Garcia second the motion with all in favor. The meeting adjourned at 3:31 PM.



Reynaldo Trevino, Chairperson



Jessica Ramos, Secretary/Executive Director

Date: _____

7/24/24