The meeting was called to order and roll call was made:

Present:
Maggie Moreno - Chairperson
Richard Cruz - Commissioner
Rose Brooks - Commissioner

Others Present:
Albert Sierra - Executive Director
Stewart Spencer - Resident Services

II. Public Comments:
None

III. Approval of Minutes:
A. Mr. Cruz moved to approve the minutes of September 25, 2018 and Ms. Brooks seconded. Unanimous approval was received.
B. Ms. Brooks moved to approve the minutes of October 13, 2018. Mr. Cruz seconded. Unanimous approval was received.

IV. Financial Reports
A. Financial Reports for December 2018 for all programs were presented and discussed. Mr. Cruz moved to approve and Ms. Brooks seconded. Unanimous approval was received.

V. Occupancy Reports
A. Occupancy Reports for January 2019 were presented and discussed. Mr. Cruz moved to approve the reports for the three programs and Ms. Brooks seconded. Unanimous approval was received.

VI. New Business
A. The SEMAP report for 2018 was presented. Mr. Cruz moved to adopt and Ms. Brooks seconded. Unanimous approval was received.
B. The PILOT calculation for FYE 2018 was presented. Ms. Brooks moved to approve and Ms. Brooks seconded. Unanimous approval was received.
C. Albert Sierra informed the Board that Health Insurance quotes were received and Blue Cross Blue Shield was awarded the contract.
D. Albert Sierra presented the Smart Buy resolution that allows purchasing through the state. Ms. Brooks moved to approve and Mr. Cruz seconded. Unanimous approval was received.
E. The flat rents for Fiscal year were presented for the Public Housing Program. Ms. Moreno moved to adopt and Mr. Cruz seconded with an effective date of 02/01/2019. Unanimous approval was received.
F. The acquisition of a Resident Services van was presented. The van is to be purchased with funds from SMDC. The cost is $30,878 with delivery in about May. Ms. Brooks moved to allow the purchase and Mr. Cruz seconded. Unanimous approval was received.
G. The Utility Allowance schedule for 2019 for the Public Housing Program was discussed. The effective date is 02/01/2019. Ms. Brooks moved to approve and Mr. Cruz seconded. Unanimous approval was received.

VII. Directors Report
A. It is anticipated that the CDBG-DR reimbursement will be March 2019.
B. A presentation was made about the proposed development for Whisper Oaks. The Board’s reception was lukewarm.
C. Andy Blakeway CPA will start the 2018 audit in 02/2019.
D. Mr. Sierra told the Board that the NefRud Conference is set for March 2019.
E. The Board appointment will be done in February for the term beginning in March 2019.
F. Albert Sierra informed the Board that the 4 year renewable lease with Community Action has been executed.

VIII. Commissioners Report
If members want to continue serving as commissioners they need to contact City Hall.

IX. Adjournment
Adjoined at 6:45 p.m.

Maggie Moreno - Chairperson
Rose Brooks - Commissioner

Attest:
Albert Sierra - Executive Director/Secretary
Minutes of the Regular Meeting for the City of San Marcos Housing Authority Board of Commissioners held on February 26, 2019

The meeting was called to order and roll call was made:

Present:
Maggie Moreno – Chairperson
Richard Cruz – Commissioner
Rose Brooks – Commissioner

Others Present:
Albert Sierra – Executive Director
Stewart Spencer – Resident Services
Linda Nina Ramos

II. Public Comments:
Board appointee Linda Nina Ramos attended the Board Meeting.

III. Approval of Minutes:
Mr. Cruz moved to approve the minutes of January 22, 2019 and Ms. Brooks seconded. Unanimous approval was received.

IV. Financial Reports
The Financial Reports for the three housing programs for the month of January 2019 were discussed. Mr. Brooks moved to approve the reports and Mr. Cruz seconded. Unanimous approval was received.

V. Occupancy Reports
The Occupancy Reports for the month of February 2019 for the three housing programs were presented. Ms. Moreno moved to approve and Mr. Cruz seconded. Unanimous approval was received.

VI. New Business
A. Albert Sierra informed the Board that a core of $4 for PHAS was received. No appeal is anticipated.
B. Albert Sierra indicated that FSS funding for 2018 was granted in the amount of $105,524.
C. Mr. Cruz moved to award the fencing contract to David Rhodes for $8,300. Ms. Brooks seconded. Unanimous approval was received.
D. Albert Sierra indicated that he was meeting with the Whisper Oaks developers on 03/06/2019 at 10:00 a.m.

VII. Directors Report
A. Two new appointments to the Board were made. Ms. Moreno and Gerald Brown were not reappointed.
B. The Netrod Conference is to be held on March 26-29.
C. Andy Blakey CPA will start the 2018 audit in 02/2019.
D. CDBG-DR funding is not yet determined.
E. David Blakey has started the 2018 Audit.
F. The complaint on unit #122 was discussed.

VIII. Commissioners Report
- The Board Meeting for March will be held on the 12th.
- Annual nominations will be done for the Public Housing Program, Springtown Villa and the Reinvestment Corporation will be done on March 12th.

IX. Adjournment
The meeting adjourned at 6:35 p.m.

Maggie Moreno - Chairperson

Rose Brooks – Commissioner

Richard Cruz – Commissioner

Attest:
Albert Sierra – Executive Director/ Secretary
Minutes of the Annual Meeting for the City of San Marcos Housing Authority Board of Commissioners held on March 12, 2019

The meeting was called to order and roll call was made:

Present:  
Nina Linda Ramos – Commissioner  
Rose Brooks – Vice-Chair  
Richard Cruz – Chairperson  
Gloria Salazar – Commissioner  

Others Present:  
Albert Sierra – Executive Director  
Stewart Spencer – Resident Services  
Michael Wibracht  
Steven  

II. Public Comments:  
None  

III. Approval of Minutes:  
Rose Brooks moved to approve minutes for February 26, 2019. Nina Ramos seconded. Unanimous approval was received.  

IV. Occupancy Reports  
A. Concerns were raised about the 91% Public Housing occupancy rate for March. Residents have voluntarily left and others are evicted. Quality of life will not be compromised by trouble residents.  
B. Section 8 is at 99%  
C. Springtown Villa is 95% occupied.  

V. New Business  
A. Ms. Brooks nominated Mr. Cruz for Public Housing Chairman, Ms. Salazar seconded. Mr. Cruz was elected by acclamation.  
B. Mr. Cruz nominated Ms. Brooks for Public Housing Vice-Chair, Ms. Salazar seconded. Ms. Brooks was elected by acclamation.  
C. It was unanimously noted that Albert Sierra would continue as Board Secretary.  
   1. The Board expressed to keep the current co-signatory for all bank accounts.  
   2. Whisper Oaks will contact City Hall on the proposed development. Whisper Oaks will provide a pro-forma on the proposed project. Initially $250,000 will be granted to the Authority in development fees. 20% of cash flow will be paid quarterly once units start occupying.  

VI. Directors Report  
The latest report from City Hall is that the review on our application will be completed by April.  

VII. Commissioners Report  
None  

VIII. Adjournment  
The meeting adjourned at 6:30 p.m.  

Attest:  
Albert Sierra – Executive Director/Secretary
Minutes of the Regular Meeting for the City of San Marcos Housing Authority Board of Commissioners held on May 28, 2019

The meeting was called to order and roll call was made:

Present:
- Richard Cruz – Chairperson
- Glorin Salazar - Commissioner
- Rose Brooks – Commissioner
- Linda Nina Ramos – Commissioner
- Shelley Sherman – Resident Commissioner

Others Present:
- Albert Sierra – Executive Director
- Stewart Spencer – Resident Services
- Linda Nina Ramos

II. Public Comments:
None

III. Oath of Office
Mr. Cruz administered the Oath of Office to Shelley Sherman as resident commissioner.

IV. Approval of Minutes:
A. Ms. Salazar moved to approve the public housing minutes of the March 12th meeting. Ms. Brooks seconded. Unanimous approval was received.
B. Rose Brooks moved to approve the San Marcos Development Corporation minutes of the March 12th meeting. Richard Cruz seconded. Unanimous approval was received.
C. Rose Brooks moved to approve the SMR/IC minutes of the March 12th meeting and Ms. Ramos seconded. Unanimous approval was received.

V. Financial Reports
The Financial and Occupancy Reports were reported simultaneously. Mr. Brooks moved to approve the reports and Mr. Ramos seconded. Unanimous approval was received.

VI. Occupancy Reports
See item V.

VII. New Business
A. Rose Brooks moved to amend the Public Housing Occupancy Plan as presented. The preference of emergency consideration is to be eliminated. Gloria Salazar seconded. The effective date as June 1, 2019. Unanimous approval was received.
B. The consideration of the escrow fund for a resident was tabled. Ms. Salazar moved and Ms. Ramos seconded. Unanimous approval was received.

VIII. Directors Report
A. The 2019 CFP budget should be presented in June 2019.
B. Discussion of 2 pending evictions was had.
C. Samples of succession plans were presented for future adoption.
D. The recovery flood expenditure is still in process. Housing Authority expenditures still have to be looked at.
E. The Authority has been approved to be a co-developer on two properties, San Xavier and Whisper Oaks. Additional information is to be provided.

IX. Commissioners Report
A. Ms. Brooks announced the cake auction for June
B. Ms. Salazar asked about the possibility of hosting a Housing Workforce meeting on Housing Authority property.
C. A future tour of a LIHTC property in De Soto, TX is a possibility.

X. Adjournment
The meeting adjourned at 7:15 p.m.

[Signatures]
Richard Cruz - Chairperson
Rose Brooks – Vice Commissioner
Gloria Salazar – Commissioner
Linda Nina Ramos – Commissioner
Shelley Sherman – Resident Commissioner

Attest:
Albert Sierra – Executive Director/Secretary