

**NOTICE OF A PUBLIC MEETING
AN AGENDA OF A REGULAR MEETING OF THE
HOUSING AUTHORITY OF SAN ANGELO, TEXAS
12:00 P.M. – Wednesday, August 24, 2022**

The site of this public meeting is accessible to people with disabilities. Handicapped persons who need assistance to participate, observe, or comment, please call 481-2500 at least 24 hours prior to the meeting so that arrangements can be made.

I. OPEN SESSION. (12:00P.M.)

- A. Call to Order.
- B. Approval of minutes from the June 22, 2022 meeting and any action concerning the same.

II. REGULAR AGENDA

- A. Status reports presented by staff and any action concerning the same
 - 1. Programs: Occupancy and delinquency report
 - 2. Properties and Construction projects
 - a. Status of Paisano Development interior remodel contract
 - 3. Financial Statements- Income and Balance Sheet Review
- B. Consideration of a resolution to amend Housing Authority of San Angelo Personnel Policy and any action concerning the same
- C. Consideration of a resolution to approve of clearing any open checks issued 60 days prior to 9/30/2022 and any action concerning the same
- D. Consideration of approving the write off of uncollected Tenant Accounts more than 30 days past due as of 9/30/2022 and any action concerning the same
- E. Consideration of the 10/01/2022-0930/2023 Budget and any action concerning the same
- F. Consideration of a resolution to adopt a Utility Allowance Schedule for the Housing Choice Voucher program and any action concerning the same
- G. Consideration of a resolution to adopt an updated payment standard for the Housing Choice Voucher program and any action concerning the same
- H. Year- end presentation of the Family Self Sufficiency program by program staff and any action concerning the same
- I. Consideration of a yearend meeting to be held on 9/21/2022 and any action concerning the same

III. FUTURE AGENDA ITEMS

IV. ADJOURNMENT



The regularly scheduled monthly meeting of the Housing Authority of San Angelo (HASA) held at 12:00 P.M., Wednesday, June 22, 2022; from the Housing Authority, 420 East 28th street, San Angelo, Texas.

THE FOLLOWING BOARD MEMBERS WERE PRESENT:

Mr. Troyce Wilcox, Mrs. Barbara Brown, Mrs. Monette Molinar, Mrs. Jaime Colvin and Mr. Wes Masters were present. Mrs. Becky Fraser was not able to attend.

STAFF MEMBERS PRESENT WERE:

Ms. Becki Salandy, Mrs. Amanda Cruz, Mrs. Kellie Pfeil and Mrs. Mari Valdibieso were present.

CALL TO ORDER:

Mr. Wilcox called the meeting to order at 12:05 p.m.

APPROVAL OF MINUTES FROM THE MARCH 23, 2022 MEETING AND ANY ACTION CONCERNING THE SAME:

Mr. Masters presented a motion to approve the minutes from the March 23, 2022 meeting as written. Mrs. Molinar provided a second. The motion carried 5-0.

STATUS REPORTS ON PROGRAMS, PROPERTIES, AND FINANCIAL STATEMENTS PRESENTED BY STAFF AND ANY ACTION CONCERNING THE SAME:

Mrs. Cruz reviewed the status reports included in the board packets. The status report provided delinquency and occupancy reports for all programs along with the waiting list numbers for May 2022. Mrs. Cruz also provided a status on the FSS grant and the Rapid Rehousing Grant's progress as of May 2022. Mrs. Cruz then reviewed any updates for the properties and constructions contracts. This began with the continued progress at the Paisano Development. The Paisano project is going well; however, the contractor has seen some delays in receiving materials. The goal is still to complete the project by the end of the summer.

Mrs. Cruz then provided an update on the DS roof project, 123 remodeling has withdrew from the contract. The bonding company has responded to Ms. Salandy's report of the contractors' failure to complete the contract with an offer of \$25,000.00 in compensation for the contractor's failure to complete the job. Ms. Salandy added that this also provides a release from the \$49,307.63 as those funds have not been earned by the contractor. Some discussion took place regarding how much work was left undone. Ms. Salandy informed the board that staff secured three bids for the remaining work at this site. The lowest bid is around \$100,000.00. HASA will have to procure a separate contract to complete this project but the release from the contract obligation and the \$25,000.00 from the Surety bonding company will be put toward this contract budget. The board unanimously agreed that the best option is to accept the release and move forward.

Ms. Salandy presented the highlights of the March 2022 Financials statements. The commissioners were provided a Balance sheet and Income statement for each program. Ms. Salandy apologized for the financials being from March, we have not received the April/May statements from the Fee Accountant in time for this meeting. Mr. Wilcox asked if there were any further questions or comments on status reports or financial statements, there being none we moved on to the next agenda item.

CONSIDERATION OF A RESOLUTION TO AMEND THE HOUSING CHOICE VOUCHER (HCV) ADMINISTRATIVE PLAN AND ANY ACTION CONCERNING THE SAME:

Ms. Cruz introduced, Mrs. Kellie Pfeil as the HCV Manager and author of the proposed changes. Mrs. Cruz presented revisions to the HCV admin plan to include on page. 11 – Rent Reasonable definition; rental increase determination in Section IV(E)(3); page 26 – Section IX (B) (6) remove prostitution definition and replace with: rape and sexual assault; child sex abuse; Human sex trafficking; and possession or promotion of child pornography. Ms. Cruz explained that the current plan could be removing eligibility for those in need of assistance for a crime that was not violent in nature or may have been committed as a means of survival. Staff feels that this is limiting housing assistance in an unfair manner. Some discussion took place regarding other criminal offenses and current policy. Mrs. Molinar asked about the current consideration for those that receive differed adjudication or pre- trial diversions. She would like to confirm that we consider that if this person meets the obligation given by the court, they will have these charges dismissed but they will have lost their assistance. Mrs. Pfeil explained our current policy and grievance procedures. Mr. Wilcox stated that it appears that HASA has a sound grievance process and that we allow residents/participants the opportunity to prove rehabilitation. Mrs. Molinar agreed. Ms. Cruz continued with the other proposed changes to the admin plan. These included, a corrected reference on page. 36 Section XI (A)(2)(K); on page. 60 & 61, the Abatement processes in Section XIX (H) (2 and 5) was better defined and on page. 81, 87, 90, 91, 94, 95, definitions were added for medical expense (updated based on most recent Nelrod Training, PH Guidebook); along with the addition of definition applicable to the proposed updates; such as rape and sexual assault, child sexual abuse; human sex trafficking; and possession or promotion of child pornography; remove prostitution definition.

Mr. Wilcox requested a motion to approve the revisions to the HCV Admin plan as written. Mrs. Molinar provided a motion. Mrs. Colvin followed with a second. The motion carried 5-0.

CONSIDERATION OF A RESOLUTION TO AMEND THE HOMEOWNERSHIP ADMINISTRATIVE PLAN AND ANY ACTION CONCERNING THE SAME:

Mrs. Cruz presented proposed updates to the HASA Homeownership (HOP) plan. With these changes, HASA would be able to accept HOP applicants from the Low Rent program who have put in an application under Section 8 to be placed on the HOP WL and worked as a special voucher program. They would be called in according the waiting list therein for HOP specifically and when they successfully purchase a home (assuming all other eligibility requirements are met), the participant would be moved in under HOP, not Section 8. If not successfully moved into a purchased home, the applicant would remain on Section 8 waiting list only. Some discussion followed. Mr. Wilcox ask for a motion to approve the HOP admin plan. Mrs. Brown provided a motion. Mr. Masters followed with a second. The motion carried 5-0.

PRESENTATION OF THE 09/30/2021 AUDIT AND ANY ACTION CONCERNING THE SAME:

Mrs. Salandy stated that an electronic copy of the audit was emailed to each commissioner. The auditor did not provide an opinion on HASA's 09/30/2021 financial statements and supplemental data. Mrs. Salandy presented the letter to the board that is included in the audit as well as the financial analysis on pages 7-11. Mr. Wilcox stated that an exit interview was conducted at the end of the audit and the auditor was complimentary of staff and the current procedures.

NOMINATION OF A FINANCE COMMITTEE FOR BUDGET AND PLANNING PURPOSES FOR THE UPCOMING FISCAL YEAR 10/01/2022-09/30/2023.

Mrs. Salandy stated that in years past we have elected a finance committee of Mr. Wilcox and Mr. Master to review the budget for the upcoming year prior to the presentation in an open meeting. Mrs. Molinar stated that she would like to see it stay the same. Mr. Masters asked if there was anyone else who would like to join the committee. Mrs. Brown and Mrs. Colvin replied they did not wish to join. Mr. Masters and Mr. Wilcox

were both willing to serve as the finance committee again this year. The finance committee for the upcoming year will be Mr. Wilcox and Mr. Masters.

CONSIDERATION OF A SPECIAL CALLED MEETING ON AUGUST 24, 2022, FOR THE YEAR END MEETING AND ANY ACTION CONCERNING THE SAME:

Mrs. Salandy stated that the regularly scheduled meeting would take place on September 28, 2022. This would be the year end meeting. Mrs. Salandy would like to hold a meeting on August 24, 2022 to propose the budget for the upcoming year and other year-end items. Should the board have changes to the budget, or other year end agenda items this would allow staff time to make the necessary changes. If necessary, this would allow a second presentation in September for final approval prior to the end of the fiscal year. Mr. Wilcox asked if there were any objections to the August 24th meeting or changes needed to the date or time. There being none, the next meeting date will be August 24th.

FUTURE AGENDA ITEMS:

Mr. Wilcox asked if there were any future agenda items. No additional items were presented at this time. Mrs. Salandy stated that the 09/30/2022 budget would be presented in August as well as a presentation of the Family Self Sufficiency program.

ADJOURNMENT:

As there was no further business to discuss, Mr. Wilcox requested a motion to adjourn the meeting at 12:43 p.m. Mr. Masters provided a motion for adjournment and Mrs. Molinar provided a second. The motion carried 5 to 0 to call the meeting adjourned.

HASA Board Commissioner

Board Secretary