

**HOUSING AUTHORITY CITY OF EDINBURG**  
*Regular Board Meeting Minutes*  
Thursday, April 25, 2019

1. Call Meeting to Order and Establish a Quorum – Chairman, Gabriel Salinas welcomed everyone to the meeting, established there was a quorum and called the meeting to order at 4:51 p.m.
2. Pledge of Allegiance (Simon Garza) and Invocation (Juan Guzman)  
  
Attendees: Gabriel Salinas, Simon Garza, Juan Guzman, David De Leon  
Staff: Liz Hernandez, Richard Christian, Robert Hernandez, Maria Valdez  
Attorney: Rebecca Vela
3. Recognition to staff for Texas NAHRO Awards  
*Postponed for next month's meeting*
4. Review and Consider Approval of Minutes
  - a. Regular Board Meeting of March 19, 2019  
**Motion to approve, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman** **Carried 4-0**
5. Review and Approve Corrective Action Plan provided by Luis Orozco CPA dated November 07, 2018.  
**Motion to approve, 1<sup>st</sup> motion by Juan Guzman 2<sup>nd</sup> motion Simon Garza** **Carried 4-0**
6. Review and Approve Adoption of Changes to HOTMA (Resolution # 2019-08)  
(Housing Opportunity Through Modernization Act)  
Hernandez presented resolution #2019-08 and informed attendees of HOTMA.  
**Motion to approve, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman** **Carried 4-0**
7. Review and Approve Closing Waiting List for Agency Programs:
  - a) Public Housing (Resolution # 2019-09)
  - b) Section 8 Program (Resolution # 2019-10)**Motion to approve, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman** **Carried 4-0**
8. Review and Approve Changes to EHA Personnel Policies (Resolution # 2019-11)
  - a) Hours of Operation Pg. 73
  - b) Vacation Hour Accruals Pg. 44**Motion to approve, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman** **Carried 4-0**
9. Review and Approve Cost Provisions Regarding Requests Requiring a Large Amount of Personnel Time (Resolution #2019-12)  
**No Action Taken, Resolution tabled for next meeting**
10. Review and Approve cancellation of contract with Apolonio "Nono" Flores  
**Motion to approve, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman** **Carried 4-0**
11. Review and Approve updates to bank signatures  
**Motion to approve, 1<sup>st</sup> motion by Juan Guzman 2<sup>nd</sup> motion Simon Garza** **Carried 4-0**
12. Review Construction Projects: bid opening dates, and schedule time lines.
  - a) Lantana Electrical Rewiring
  - b) Jardin bathroom and window rehab projects
  - c) Additional new item recommendationsDr. Castillo stated that Milnet will be setting up a bidding process for the sealed bids and questions will be closed off on the 30<sup>th</sup> of April at 4:00 p.m. Bids will be opened after 4:00 p.m. and a recommendation will be brought to the next board meeting.

13. Executive Session – In accordance with Article 6252-17, Section 2, subsection g, Vernon's Texas Annotated Civil Statutes, the Open Meeting Act, The Board of Commissioners will publicly announce they will adjourn to an Executive Session to Discuss the following:

Private consultation with the Board's attorney  
Review pending legal matters

**Motion to go into executive session, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman at 5:31 p.m.**

**Carried 4-0**

14. RECONVENE TO OPEN SESSION

**Motion to reconvene, 1<sup>st</sup> motion by Simon Garza 2<sup>nd</sup> motion Juan Guzman at 6:04 p.m.**

**Carried 4-0**

15. Possible action on posted agenda items discussed in Executive Session  
**No Action Taken**

16. Administration Report

a) Agency Programs update

- Dr. Castillo reported there was a break in at the community center. No damage was done as break in was only done to use the wifi from the center. Maria Loreda is working on grants for security and wifi.
- The Lantana property is being patched rather than re-roofing. The cost of patching the roof is less expensive.
- The Tuff Turf contract has been terminated and maintenance will slowly transition to taking over the lawn care at Albores and Peridot starting June 2019.
- Cameras in the office have been repositioned and moved to the lobby and receptionist area.
- This year's Easter egg hunt was a success with Terry Canales contributing as well. There were around 100 kids who attended.
- There will be 4 EHA employees attending this years HAVE-STR Annual Conference that will take place May 14-17 at South Padre Island, TX.
- Marissa Chavana gave her formal resignation to Dr. Castillo due to personal matters. Mr. Castillo would like to recognize Chavana with appreciation plaque for her contribution to the agency as a board member commissioner at the next board meeting.


b) Financial Report


- Christian reported that EHA collects around \$400 a month in quarters from the laundromats. This will be further discussed with Rebecca Vela.
- Hernandez reviewed SEMAP
- There is only 1 resident left at Albores and is in the process of moving. Appliances held at Albores will be relocated to the warehouse.

17. Adjourn

**Motion to adjourn, 1<sup>st</sup> motion by Juan Guzman 2<sup>nd</sup> motion Simon Garza at 6:17 p.m.**

**Carried 4-0**

/s/   
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Gabriel Salinas, Chairman

/s/   
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Dr. Martin Castillo Jr., Interim Executive Director