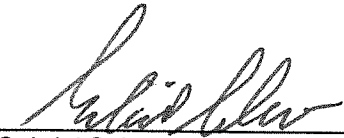


HOUSING AUTHORITY CITY OF EDINBURG
Special Board Meeting Minutes
Thursday, June 20, 2019

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 4:47 p.m.
2. Pledge of Allegiance (Juan Guzman) and Invocation (David De Leon)

Attendees: Gabriel Salinas, Simon Garza, Juan Guzman, David De Leon
Staff: Dr. Martin Castillo, Richard Christian, Robert Hernandez, Maria Valdez, Maria Loredo
Attorney: Rebecca Vela
Guests: Amy Campbell
3. Review and Consider Approval of Minutes
 - a. Special Board Meeting of May 16, 2019
Motion to approve, 1st motion by Simon Garza 2nd motion Juan Guzman **Carried 4-0**
4. Presentation by TCDRS / Amy Campbell, Manager of Employee Services
5. Bids awarded for El Jardin Apartment Renovations and updates to adjustment of retainage were reviewed.
 - a. Item #1 Bid, Windows, awarded to REFCO \$205,543.50
 - b. Item #2 Bid, Restroom Renovations, awarded to \$258,525.00
6. Review and Approve bids for legal services
Bids received:
 1. Fox Rothschild LLP – Pittsburgh, PA (Non-Profit and EHA)
 2. Rebecca Vela, P.C. – Edinburg, TX (Non-Profit and EHA)
 3. Reno & Cavanaugh PLLC – Washington, D.C. (EHA)
 4. Coats & Rose P.C. – Houston, TX (EHA)*A committee was formed to review bids for legal services. Committee includes: Robert Hernandez, Richard Christian, and Adriana Rosas.*
7. Approval to Proceed with Roof Repair at Lantana Apartments
Castillo presented and reviewed repairs being made. The board approved to proceed with roof repairs at Lantana Apartments.
8. Review and Approve Previous Resolution with Updates: Amendment to the Edinburg Housing Authority Section 8 Voucher Administrative Plan (Original Resolution #2019-15 on May 16, 2019)
Updates were reviewed and approved by the board.
9. Review and Approve Public Housing Utility Allowances (Resolution #2019-17)
Motion to approve, 1st motion by Simon Garza 2nd motion Juan Guzman **Carried 4-0**
10. Review and Approve to Adopt updated Procurement Policy (Resolution #2019-18)
Motion to approve, 1st motion by Simon Garza 2nd motion Juan Guzman **Carried 4-0**
11. Review and Approve updates to EHA Employee Personnel Policy Manual (Resolution #2019-19)
 - a. Drug Enforcement
 - b. Overtime Policy
 - c. Firearms
 - d. Maintenance Work Schedule**Pending review and update by Vela, No Action Taken**

12. Review and Approve to adopt 2019 Income Limits for Public Housing and Section 8 (Resolution #2019-20)
Motion to approve, 1st motion Juan Guzman by 2nd motion Simon Garza **Carried 4-0**
13. Review and Approve to Amend the Public Housing Admissions & Continued Occupancy Policy (ACOP) (Resolution #2019-21)
Motion to approve, 1st motion Juan Guzman by 2nd motion Simon Garza **Carried 4-0**
14. 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
 - a) Sale of Albores Courts
 - b) Review employee contribution rates on TCDRS retirement fund
 - c) Review lump sum contribution to TCDRS retirement fund
 - d) Review pending legal matters
- Motion to go into executive session, 1st motion by Simon Garza 2nd motion Juan Guzman at 5:49 p.m.** **Carried 4-0**
15. RECONVENE TO OPEN SESSION
Motion to reconvene, 1st motion by Simon Garza 2nd motion Juan Guzman at 6:43 p.m. **Carried 4-0**
16. Possible action on posted agenda items discussed in Executive Session
No Action Taken
17. Review and Approve establishment of Escrow Low Rent Public Housing Bank Account for receipt of funds for sale of Albores Courts as required by SAC letter dated November 1, 2017.
Motion to approve, 1st motion by Simon Garza 2nd motion Juan Guzman **Carried 4-0**
18. Administration Report
- a) Agency Programs update
 - Castillo informed the board that the Edinburg C.I.S.D. Summer Food Service Program will be providing breakfast and lunch meals at the Estrella Lane Trevino Community Center and at Sam Risica Community Center along with other schools throughout the district.
 - EHA's health insurance will be coming up for review soon
 - Raffle tickets sold for the scholarship fund was a success
 - Strong Families event was held on Friday, June 20, 2019
 - Maria Loreda (media) presented options of new logo for the agency
 - b) Financial Report
Christian reviewed financials for 03/31/2019
19. Adjourn
Motion to adjourn, 1st motion by Juan Guzman 2nd motion Simon Garza at 7:07 p.m. **Carried 4-0**

/s/ 

Gabriel Salinas, Chairman

/s/ 

Dr. Martin Castillo, Jr., Interim Executive Director