AGENDA

PUBLIC NOTICE OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE, TEXAS

In light of the current COVID-19 situation:

Due to the current state of emergency declared by state and local officials, and the mandatory or recommended restrictions on public gatherings, which make convening a quorum of the Board at one location difficult or impossible, the December 14th, 2020 Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Brownsville will be conducted via Zoom Teleconference Meeting by logging on at https://us02web.zoom.us/j/84056173124. The meeting will be convened at 5:30 p.m. You may participate in the meeting by calling the toll-free number: (346) 248-7799, Meeting ID: 84056173124.

An electronic copy of the agenda packet for the meeting will be posted at http://wwww.hacb.us/category/commissioners before the day of the meeting. The meeting will be recorded, and the audio from the open portions of the meeting will be available the following day at that internet address.

Atención. Si desea recibir asistencia gratuita para traducir esta información, llame al (956) 214-1531.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**

4. **PUBLIC COMMENTS:**

   The Public Comment Period is designated for hearing concerns regarding Housing Authority of the City of Brownsville policies or business.

   - Address the Board as a whole – do not direct comments to any individual member of the Board.
   - There is a three (3) minute time limit per speaker.
   - No formal action can be taken.
   - For the record, the speaker must identify himself/herself by name before speaking.

5. **CONSENT AGENDA:**

All Consent Agenda Items listed are considered to be routine by the Board of Commissioners and will be approved by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from the Consent Agenda and considered individually.

A. Approval of the Minutes of the Regular Meeting held on November 16th, 2020.

B. Consideration and Possible Action to Approve an Extension to the Sick Leave Flexibility provisions through January 31, 2021. (Carla Mancha – Chief Executive Officer & Robert Wilson – Human Resources Officer)

C. Consideration and Possible Action to Approve an Extension to the Hazard Pay for Identified Positions through January 31, 2021. (Carla Mancha – Chief Executive Officer & Robert Wilson – Human Resources Officer)

D. Consideration and Possible Action to Amend the Memorandum of Understanding between the Housing Authority of the City of Brownsville and the Good Neighbor Settlement House, effective January 1, 2021. (Carla Mancha – Chief Executive Officer & Leticia Gonzalez – Client Services Director)

6. ACTION ITEMS:

A. Consideration and Possible Action to Approve a Memorandum of Understanding between the Housing Authority of the City of Brownsville and the Brownsville Wellness Coalition. (Carla Mancha – Chief Executive Officer & Hilda Ledezma – Supportive Services Director)

B. Consideration and Possible Action to Approve and Adopt a Resolution to the Revised Public Housing Program's Admission and Continued Occupancy Policy (ACOP) for the Homeless Preference effective January 1, 2021. (Carla Mancha – Chief Executive Officer & Leticia Gonzalez – Client Services Director)

C. Consideration and Possible Action to Approve the Revised Utility Allowance Schedules for the Public Housing Program of the Housing Authority of the City of Brownsville (HACB) and it's Housing Tax Credit Properties effective January 1, 2021. (Carla Mancha – Chief Executive Officer & Leticia Gonzalez – Client Services Director)

D. Consideration and Possible Action to Approve Advertising Request for Qualifications No. 20-002 "On Call Architectural & Engineering Services." (Carla Mancha – Chief Executive Officer & Miguel Herrera – Chief Financial Officer)

7. **FINANCIAL REPORTS:**

A. Presentation of Financial Reports for Public Housing, Housing Choice Voucher, Moderate Rehabilitation III, and Central Office Cost Center for the month of October 2020. (Miguel Herrera - Chief Financial Officer & San Juana Sanchez- Finance Supervisor)

B. Presentation of Financial Reports for the Non-Profit Corporations (BHFC, BHMC, and BHOC) for the month of October 2020. (Miguel Herrera - Chief Financial Officer & San Juana Sanchez- Finance Supervisor)

C. Presentation of Financial Reports for the Capital Fund Program Grants and Resident Opportunity Self-Sufficiency Grants for the month of October 2020. (Miguel Herrera - Chief Financial Officer & San Juana Sanchez- Finance Supervisor)

D. Presentation of Financial Reports for all HACB Low Income Housing Tax Credit Properties for the month of October 2020. (Miguel Herrera - Chief Financial Officer & San Juana Sanchez- Finance Supervisor)

8. **EXECUTIVE SESSION:** UNDER THE AUTHORITY OF CHAPTER 551, TITLE 5, OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT, THE BOARD, DURING THE COURSE OF THE MEETING COVERED BY THIS NOTICE, MAY ADJOURN INTO EXECUTIVE SESSION FOR ANY OF THE FOLLOWING MATTERS IN WHICH THE DUTY OF THE ATTORNEY UNDER THE RULES OF PROFESSIONAL CONDUCT CLEARLY CONFLICT WITH CHAPTER 551(§551.071), TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY (§551.072), OR CONSIDER THE APPOINTMENT, EMPLOYMENT, EVALUATION, DUTIES, REASSIGNMENT, DISCIPLINE OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE (§551.074);

1. Discussion of the Development of the housing tax credit project known as Poinsettia Gardens at Boca Chica.

2. Discussion of the Development of the housing tax credit project known as Trail Village.

3. Discussion of 2021 9% housing tax credit application for El Jardin.

4. Discussion of the employment, evaluation, or duties of Miguel Herrera.

5. Discussion of the employment, evaluation, or duties of Ana Trejo.

9. <u>Action, if any, on Executive Session Items:</u>

8.1 - Development of the housing tax credit project known as Poinsettia Gardens at Boca Chica.

8.2 - Development of the housing tax credit project known as Trail Village.

8.3 - 2021 9% housing tax credit application for El Jardin.

8.4 - Employment, evaluation, or duties of Miguel Herrera.

8.5 - Employment, evaluation, or duties of Ana Trejo.

10. <u>Discussion by Commissioners and Requests for Future Agenda Items.</u>

11. <u>Adjournment.</u>

Signed by:

Luis Eduardo Garduño, Board Chairman

NOTE: The Housing Authority of the City of Brownsville does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact Executive Secretary at 956-214-1531 by Monday, December 14th, 2020, no later than 12:00 p.m., to make proper arrangements.

THE BOARD OF COMMISSIONERS RESERVES THE RIGHT TO CONVENE IN EXECUTIVE SESSION TO DELIBERATE ANY ITEM ON THE AGENDA WHEN DELIBERATION IN CLOSED SESSION IS AUTHORIZED BY TITLE 5 OF THE TEXAS GOVERNMENT CODE.

I certify that this Notice of Meeting/Agenda was posted on the front door of the offices of the Housing Authority of the City of Brownsville, Texas, 2606 Boca Chica, Brownsville, Texas, on Thursday, December 10, 2020, at 3:45 pm

Amanda Hernandez

Amanda Hernandez, Executive Secretary

I certify that a copy of the December 14th, 2020, Agenda of items to be considered by the Board of the Housing Authority of the City of Brownsville was posted on the Bulletin Area at City Hall - Federal Building, on Thursday, December 10, 2020.

Laure Morgan, City Secretary