

Resolution No.3857

RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO WRITE OFF \$97,513.61 FROM THE PUBLIC HOUSING BUDGET. THESE AMOUNTS ARE FOR DELINQUENT ACCOUNTS FOR KATE ROSS AND ESTELLA MAXEY DEVELOPMENTS.

WHEREAS, in compliance with HUD regulations, the Public Housing department exhausted every possible method of collecting these delinquent rents, and

WHEREAS, all delinquent rental accounts are at least six months old, and

WHEREAS, the total for these delinquent rents' is \$97,513.61 for both developments. The individual amounts are:  
Kate Ross \$35,044.32  
Estella Maxey \$62,469.29  
and

WHEREAS, this resolution was considered at a regular meeting open to the public as required by law and notice of the time, place, and purpose of said meeting was given as required by Chapter 551 of the Texas Government Code, and

NOW, THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 11th day of August 2022.

Milet Hopping

8/11/2022

Secretary

J. Melli Wickliff, JD 8/12/2022

Chairperson of the Board

(SEAL)



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## Certificate of Completion

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I. Melli Wickliff, JD

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MRI Secure Sign Signature by:

A handwritten signature in black ink that reads "I. Melli Wickliff, JD".

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Milet Hopping

Signed: 8/11/2022 4:41:16 PM CDT

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A handwritten signature in black ink that reads "Milet Hopping".

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**PHA Board Resolution**  
Approving Operating Budget

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 06/30/2022)

**Public reporting burden** for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: **Waco Housing Authority**

PHA Code: **TX010**

PHA Fiscal Year Beginning: **10-1-22**

Board Resolution Number: **3858**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on: **08/11/2022**
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: <b>Melli Wickliff</b>	Signature:  <b>8/12/2022</b>	Date: <b>08/11/2022</b>
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## Certificate of Completion

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*I. Melli Wickliff, JD*

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RESOLUTION NO. 3859

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING  
AUTHORITY & AFFILIATES APPROVING THE SALARY STUDY FOR THE WACO  
HOUSING AUTHORITY

WHEREAS, in accordance with the U. S Department of Housing and Urban  
Development (HUD) PIH Notice 2011-48 dated August 26, 2011, and  
subsequent updates to said notice, the Salary Study for the Waco Housing  
Authority.

WHEREAS, this resolution was considered at a regular meeting open to the public as  
required by law and notice of the time, place, and purpose of said meeting  
was given as required by Chapter 551 of the Texas Government Code:

NOW, THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the  
BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on  
this the 11th day of August 2022.

Signature by  
*Milet Hopping*  
Public Official Seal

8/11/2022

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Secretary

(SEAL)

Signature by  
*R. Meli Wickliff, JD* 8/12/2022  
Public Official Seal

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Chairperson of the Board



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## Certificate of Completion

### Document Information

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MRI Secure Sign Signature by:

A handwritten signature in black ink that reads "I. Melli Wickliff, JD".

62467ae2-d3be-42fd-83e5-f718b7d8e83f

Milet Hopping

Signed: 8/11/2022 4:41:16 PM CDT

IP Address: 72.48.132.218

Email Address: mileth@wacopha.org

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A handwritten signature in black ink that reads "Milet Hopping".

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RESOLUTION NO. 3858

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE LOW RENT PUBLIC HOUSING BUDGET FOR KATE ROSS, ESTELLA MAXEY, AND THE OPERATING BUDGET FOR CENTRAL COST CENTER FOR THE FISCAL YEAR OCTOBER 1, 2022, TO SEPTEMBER 30, 2023.

WHEREAS, the regulations of the United States Department of Housing and Urban Development require the Commissioners of the Public Housing Agency to approve the Low Rent Public Housing Operating Budget for Kate Ross, Estella Maxey, and the Operating Budget for Central Cost Center, and

WHEREAS, the President/CEO of Waco Housing Authority & Affiliates has presented to the Board of Commissioners the criteria used to arrive at the Low Rent Public Housing Operating Budget and the Central Cost Center Operating Budget and certifies:

1. That the proposed expenditures are necessary for the efficient and economical operation of the programs for the purpose of serving low-income families.
2. That the financial plan is reasonable in that all proposed expenditures will be consistent with provisions of law and the Annual Contributions Contract, and

WHEREAS, the backup documentation is attached, and

WHEREAS, the President/CEO hereby certifies that Waco Housing Authority & Affiliates is in compliance with HUD budgeting requirements, and

WHEREAS, this resolution was considered at a regular meeting open to the public as required by law and notice of the time, place, and purpose of said meeting was given as required by Chapter 551 of the Texas Government Code:

NOW, THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 11th day of August 2022.

  
Milet Hopping

8/11/2022

Secretary

  
P. Melli Wickliff, JD 8/12/2022

Chairperson of the Board

(SEAL)



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**Synopsis of the Minutes**  
**WACO HOUSING AUTHORITY & AFFILIATES**  
**4400 Cobbs Drive**  
**HYBRID MEETING**  
**July 21, 2022**  
**12:00 Noon**

Interim Chair Jon Ramos called the meeting to order at 12:01 p.m.

I. Establishment of Quorum

Commissioner's present: Melli Wickliff, Jon Ramos, John Bible, LaTonya Lewis, Brad Kinkeade

Commissioners absent:

II. Hearing from Visitors

- Recognition of Officials

III. Presentation from the Auditor – David Boring

Mr. Boring provided an update/revision to the board regarding our audit this year. There was one finding.

IV. Election of Officers

- Nominations for Chair  
Jon Ramos nominated Melli Wickliff for Chair. Melli accepted the nomination. This was voted on and approved. Melli Wickliff will be Chair/President for all WHA entities to include: WHOC, Rising Images, WPFC, WPFC II, and WHA.
- Nominations for Vice Chair  
Melli Wickliff nominated Jon Ramos for Vice Chair. This was voted on and approved. Jon Ramos will continue to serve as the Vice Chair for all WHA entities to include: WHOC, Rising Images, WPFC, WPFC II, and WHA

V. Approval of Minutes

Interim Chair Jon Ramos asked for a motion to approve the minutes of the May 2022 Board Meeting. Commissioner John Bible made the motion and Commissioner LaTanya Lewis seconded the motion. Interim Chair Jon Ramos called for a vote and the motion passed unanimously.

VI. Updates

President/CEO gave the floor to Peter with Brinshore, and he provided an update to the South Terrace RAD project.

President/CEO updated the board on the process for Melody Grove (Estella Maxey) RAD Development and talked about the contract with Urban strategies for community and resident services.

President CEO updated the board on Trendwood and that we are still working on submitting paperwork in partnership with Steele Properties to HUD and TDHCA and WHA.

VII. New Business

**RESOLUTION NO. 3849 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE WACO HOUSING AUTHORITY 2022 HUD ANNUAL PLAN**

Milet Hopping advised the board that the changes were provided to the board of the upcoming annual plan. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3849. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3849

A copy of this resolution may be found in the resolution file.

**RESOLUTION NO. 3850 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE ANNUAL REPORT TO BE SUBMITTED TO THE CITY COUNCIL OF THE CITY OF WACO**

Milet Hopping advised the board that the changes were provided to the board of the upcoming COW annual plan. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3850. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3850

A copy of this resolution may be found in the resolution file.

**RESOLUTION 3851 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES AUTHORIZING THE PURCHASE OF THE NEW HILL COUNTY OFFICE LOCATED AT 200, 207, 208, 210 E FRANKLIN ST., HILLSBORO, TEXAS IN THE AMOUNT OF \$772,000.**

Milet Hopping advised the board that we are purchasing the Hill County S8 office building in Hillsboro. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3851. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3851

A copy of this resolution may be found in the resolution file.

**RESOLUTION 3852 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES AUTHORIZING THE SALE OF THE WHA PROPERTY LOCATED AT 1001 WASHINGTON, WACO, TEXAS IN THE AMOUNT OF \$1,200,000.**

Milet Hopping advised the board that we are selling the property at 1001 Washington. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3852. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3852

A copy of this resolution may be found in the resolution file.

**RESOLUTION 3853 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES AS WACO HOUSING AUTHORITY AND AFFILIATES DESIRES TO OBTAIN ADMISSION TO MTW DEMONSTRATION PROGRAM: ASSET BUILDING COHORT**

Milet Hopping advised the board that we are applying for the Moving to Work Program: Asset Building Cohort. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3853. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3853

A copy of this resolution may be found in the resolution file.

**RESOLUTION 3854 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES ACCEPTING THE REVISED BY-LAWS FOR THE WACO HOUSING AUTHORITY & AFFILIATES**

Milet Hopping advised the board that the governance committee revised the bylaws. There were no questions. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3854. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3854

A copy of this resolution may be found in the resolution file.

**RESOLUTION 3855 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES (WHAA) APPROVING A LINE OF CREDIT FOR \$4,000,000 THROUGH EXTRACO BANKS.**

Milet Hopping advised the board of the need for a line of credit to secure real estate without delay in Waco. This resolution was not approved and did not pass.

**RESOLUTION NO. 3856 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES (WHAA) APPROVING EXPENSES TO COVER \$123,468 OF SOUTH TERRACE PLUMBING REPAIRS.**

Milet Hopping advised the board of the expenses that were needed to cover the plumbing expenses. There were no questions. Chair Melli Wickliff asked for a motion to approve Resolution No. 3856. Commissioner John Bible made the motion to approve if and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3856

A copy of this resolution may be found in the resolution file.

VIII. Reports  
**Administrative Services**  
Everything for Admin was usual business.

**Information Technology**  
Every for I.T. was usual business.

**OPERATIONS –Vice President Gloria Dancer**  
Rising Images  
The nonprofit properties continue to do well with rent collection and leasing. All properties are in compliance.

**MOD**  
Everything for MOD was usual business.

**PUBLIC HOUSING**  
There are 941 applicants on the WHA Public Housing Waiting list.

**MAINTENANCE**  
The Maintenance Department continues to work on make readies.

**SECTION 8 - Milet Hopping**  
The Section 8 department currently is leasing 2529 vouchers and has 1803 total applicants on the combined waiting lists. There are 56 veterans in the VASH program.

**COMMUNITY SERVICES - Milet Hopping**  
Our Community Services Department was working to get vaccination clinics for residents and tenants.

**FINANCE – Vice President Edwina Viera**  
A summary of the financial statements and the new Consolidated Financial Report was provided.

IX. Consideration of Future Agenda Items  
• Fraud

X. Adjournment  
Chair, Melli Wickliff, adjourned the meeting at 1:45 p.m.

  
Milet Hopping

8/11/2022

Secretary

  
Melli Wickliff, JD 8/12/2022

Chair of the Board

Seal



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## Certificate of Completion

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