

**Synopsis of the Minutes**  
**WACO HOUSING AUTHORITY & AFFILIATES**  
**4400 Cobbs Drive**  
**Waco, Texas**  
**October 12, 2023**  
**12:00 Noon**

- I. Chair John Bible called the meeting to order at 12:04 p.m.
- II. Establishment of Quorum  
Commissioner's present: John Bible, LaTonya Lewis, Brad Kinkeade  
  
Commissioners absent: Melli Wickliff, Jon Ramos
- III. Hearing from Visitors
  - Recognition of Officials
- IV. Approval of Minutes  
Board Chair John Bible asked for a motion to approve the minutes of the September 2023 Board Meeting. Commissioner Latanya Lewis made the motion and Commissioner Brad Kinkeade seconded the motion. Board Chair John Bible called for a vote and the motion passed unanimously.
- V. Updates  
President/CEO provided an update to the South Terrace RAD project and advised they we have an anticipated completion date of March 2024.  
President/CEO and Art Schultz updated the board on the progress for Melody Grove (Estella Maxey) RAD Development.  
President CEO provided an update to the board regarding Trendwood and they are still on track with renovations.
- VI. New Business

- **RESOLUTION NO. 3878 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND ITS AFFILIATES (THE "AUTHORITY") TO (A) WORK COOPERATIVELY WITH ELLIS LIPSCOMB LLC OR ITS AFFILIATE FOR THE PURPOSES OF AQUIRING AND OPERATING A DEVELOPMENT LOCATED AT APPROXIMATELY 1402 GHOLSON RD WACO, TX 76704, MCLENNAN COUNTY, TEXAS (THE "PROJECT") BY NEGOTIATING AND EXECUTING A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.**

The President/CEO explained to the board that this resolution is being removed from being voted on during the meeting. We hope to have an agreement for the board to review at the November board meeting.

Resolution No. 3878

Resolution was not voted on or approved.

- **RESOLUTION NO 3879 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND ITS AFFILIATES (THE "AUTHORITY") TO (A) WORK COOPERATIVELY WITH WINTERHAWK, LP OR ITS AFFILIATE FOR THE PURPOSES OF AQUIRING AND OPERATING A DEVELOPMENT OF 18.98 ACRES LOCATED AT APPROXIMATELY AIRPORT ROAD AND STEINBECK, WACO, TEXAS (THE "PROJECT") BY NEGOTIATING AND EXECUTING A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.**

The President/CEO explained to the board that this resolution is regarding the negotiations between WHA and Winterhawk, LP for the development on Airport Road. Chair John Bible asked for a motion to approve Resolution No. 3879. Commissioner Latonya Lewis made the motion to approve, and Commissioner Brad Kinkeade seconded the motion. Chair John Bible called for a vote and the motion passed unanimously.

Resolution No. 3879

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

- VII. Reports  
**Administrative Services**  
Everything for the Admin Dept. was usual business.

**Information Technology**  
Everything for the 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 1237 applicants on the WHA Public Housing Waiting list.

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

**SECTION 8 - Milet Hopping**  
The Section 8 department currently is leasing 2588 vouchers and has 1321 total applicants on the combined waiting lists. There are 66 veterans in the VASH program.

**COMMUNITY SERVICES - Milet Hopping**  
Our Community Services Department continues to work with the residents and community.

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

- VIII. Consideration of Future Agenda Items

- IX. Adjournment  
Chair, John Bible, adjourned the meeting at 1:41 p.m.

*Milet Hopping* 11/10/2023  
Secretary

*I. Mellie Wickliff, JD* 11/30/2023  
Chair of the Board

Seal

Resolution No. 3880

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO CERTIFY THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) TO HUD

Whereas, the Section 8 Management Assessment Program (SEMAP) is a requirement of HUD that measures objectives for the Section 8 program, and

Whereas, in order to be in compliance with HUD requirements for SEMAP an assessment of these objectives was completed for the Waco Housing Authority Section 8 Program, and

Whereas, the HUD guidelines have determined that the Waco Housing Authority Section 8 Management Assessment Program (SEMAP) meets HUD requirements and is ready for submission, and

Whereas, this submission must include certification by both the Board of Commissioners and the President/CEO, 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 the above resolution was adopted by the Board of Commissioners of Waco Housing Authority and Affiliates on this the 9th day of November 2023.

*Milet Hopping*      11/10/2023  
Secretary

*I. Melli Wickliff, JD*      11/30/2023  
Chairperson of the Board

(Seal)

RESOLUTION NO. 088

RESOLUTION BY THE BOARD OF DIRECTORS OF RISING IMAGES, INC AUTHORIZING THE PRESIDENT/CEO TO ENTER INTO A CONTRACT WITH FLORES CONSTRUCTION OF LORENA, TEXAS IN THE AMOUNT OF \$137,152.00 FOR REPLACEMENT OF ROOFS ON RAINTREE BLDG'S 3,4,7 & 8 AND CIMMARON BLDG'S 8,9, & 10.

WHEREAS, the Modernization Department solicited bids in accordance with procurement guidelines from qualified service providers, fifty four (54) general and roofing contractors were notified by email, and

WHEREAS, RISING IMAGES, INC. received three (3) compliant bids and then two (2) bids were rejected, and

WHEREAS, it was determined that Flores Construction of Lorena, Texas, submitted the lowest most responsive qualified bid, and

WHEREAS, it is the recommendation of the President/CEO that the bid for roof replacement, be awarded to Flores Construction in the amount of \$137,152.00, and

WHEREAS, Change Orders to the original contract amount stated above may not exceed limits set by Local Government Code Chapter 271.060, 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 DIRECTORS OF RISING IMAGES, INC. on this the 9<sup>th</sup> day of November 2023.

*Milet Hopping* 11/10/2023  
Secretary

*I. Melli Wickliff, JD* 11/30/2023  
Chairperson of the Board

(SEAL)

**Synopsis of the Minutes  
RISING IMAGES, INC.  
Board Room  
4400 Cobbs Dr.  
Waco, Texas  
September 14, 2023**

- I. Call to Order  
President Melli Wickliff called the meeting to order at 12:07 p.m.
- II. Establishment of Quorum  
Director's present: Melli Wickliff, Jon Ramos, LaTonya Lewis, Brad Kinkeade  
Directors absent: John Bible
- III. Approval of Minutes  
The minutes were approved as presented.
- IV. New Business
- **RESOLUTION NO. 086 RESOLUTION BY THE BOARD OF DIRECTORS OF RISING IMAGES, INC. APPROVING THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2023, TO SEPTEMBER 30, 2024.**  
Edwina Viera, CFO, explained the Budget for Rising Images for the upcoming fiscal year. Board Chair, Melli Wickliff and asked for a motion to approve Resolution No. 086. Commissioner Jon Ramos made the motion and Commissioner Latonya Lewis seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.  
Resolution No. 086  
A copy of this resolution may be found in the resolution file.
  - **RESOLUTION NO. 087 RESOLUTION BY THE BOARD OF DIRECTORS OF RISING IMAGES, INC. AUTHORIZING THE PRESIDENT/CEO TO WRITE OFF \$5,505.97 OF DELINQUENT ACCOUNTS FOR RAINTREE, PICADILLY, CIMMARON, HUNNINGTON AND MISTY SQUARE APARTMENTS**  
Gloria Dancer, VP of Operations, explained the process for write offs for Rising Images. Board Chair, Melli Wickliff asked for a motion to approve Resolution No. 087. Commissioner Latonya Lewis made the motion and Commissioner Jon Ramos seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.  
Resolution No. 087  
A copy of this resolution may be found in the resolution file.
- V. Adjournment  
President Melli Wickliff adjourned the meeting 1:11 p.m.

Milet Hopping      11/10/2023  
Secretary

Melli Wickliff, JD      11/30/2023  
President of the Board

Seal