

Synopsis of the Minutes
WACO HOUSING AUTHORITY & AFFILIATES
4400 Cobbs Drive
HYBRID MEETING
March 14, 2022
12:00 Noon

Interim Chair Jon Ramos called the meeting to order at 12:00 p.m.

- I. Establishment of Quorum
Commissioner's present: Jon Ramos, Melli Wickliff, John Bible, David Mercer, LaTonya Lewis
Commissioners absent:
- II. Hearing from Visitors
 - Recognition of Officials
- III. Approval of Minutes
Interim Chair Jon Ramos asked for a motion to approve the minutes of the February 2022 Board Meeting. Commissioner Melli Wickliff made the motion and Commissioner John Bible seconded the motion. Interim Chair Jon Ramos called for a vote and the motion passed unanimously.
- IV. Updates
President/CEO gave the floor to Ruben with Brinshore, and he provided an update to the South Terrace RAD project.
President/CEO updated the board on the process for Estella Maxey RAD Development and our new developer Integrand introduced their team.
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
President/CEO Milet Hopping gave an update to the strategic plan and that it has been completed and shared with the board the final copy.
President/CEO Milet Hopping informed the board that we were approved for the Housing Stability Grant, which will provide assistance to the clients we serve.
- V. Discussion Items
New Board meeting dates were approved by the group. Going forward our board meetings will be held on the second Thursday of each month.
- VI. New Business
RESOLUTION NO. 3845 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO ENTER INTO A CONTRACT WITH CHUY'S TREE SERVICE OF LORENA, TEXAS IN THE AMOUNT OF \$108,300.00 FOR TREE TRIMMING AND REMOVAL AT ESTELLA MAXEY AND KATE ROSS APARTMENTS.
Milet Hopping advised the board that plan to enter a contract with Chuy's tree services to remove and trim trees from around Estella Maxey and Kate Ross. Interim Chair Jon Ramos asked for a motion to approve Resolution No. 3845. Commissioner Melli Wickliff made the motion and Commissioner John Bible seconded the motion. Interim Chair Jon Ramos called for a vote and the motion passed unanimously.

Resolution No. 3845
A copy of this resolution may be found in the resolution file.
- VII. 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 1145 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 2584 vouchers and has 3359 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.

VIII. Consideration of Future Agenda Items

- Next meeting – discuss roles of Chair and Vice chair and in May vote for those seats.

IX. Adjournment

Interim Chair, Jon Ramos, adjourned the meeting at 12:49 p.m.

Signature by
Milet Hopping
Secretary

4/14/2022

Signature by
Jon Ramos

4/18/2022

Chair of the Board

Seal



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Jon Ramos

Signed: 4/18/2022 3:46:53 PM CDT

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Milet Hopping

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Milet Hopping

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RESOLUTION NO. 3846

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES TO APPROVE THE PRESIDENT/CEO TO NEGOTIATE REAL ESTATE EARNEST MONIES FOR UP TO \$100,000 FOR THE PURPOSE OF PURCHASING REAL ESTATE IN WACO HOUSING AUTHORITY & AFFILIATES JURISDICTIONAL AREAS.

WHEREAS, WHA President/CEO will negotiate contract terms with real estate officials to attempt to create affordable housing in the jurisdictional areas, and

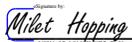
WHEREAS, Waco Housing Authority & Affiliates retains the right to cancel any such agreement at any time before the execution of the contract documents, and

WHEREAS, it is the recommendation of the President/CEO that the Board approve any and all real estate contracts, and

WHEREAS, it is the recommendation that the President/CEO must bring before the Board a monthly update regarding any real estate negotiations, 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 Waco Housing Authority & Affiliates President/CEO has been approved to negotiate with real estate officials for the purpose of purchasing real estate in Waco Housing Authority & Affiliates jurisdictional area. The President/CEO is authorized to execute real estate contracts and serve as the Contracting Officer for the contracts on behalf of Waco Housing Authority & Affiliates and the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 14th day of April 2022.


Secretary

4/14/2022



4/18/2022

Chairperson of the Board

(SEAL)



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Milet Hopping

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RESOLUTION NO. 3847

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO ENTER INTO A CONTRACT WITH ZAMCO SERVICES OF LORENA IN THE AMOUNT OF \$93,534.91 FOR REHAB OF 5 MOLD UNITS AT KATE ROSS.

- WHEREAS, the Modernization Department solicited bids in accordance with procurement guidelines from qualified service providers, and
- WHEREAS, forty – three (43) service providers were notified by email, and
- WHEREAS, Waco Housing Authority & Affiliates received three (3) compliant bids, and
- WHEREAS, it was determined that Zamco Services of Lorena submitted the lowest most responsive qualified bid, and
- WHEREAS, it is the recommendation of the President/CEO that the bid for rehab of 5 mold units be awarded to Zamco Services of Lorena in the amount of \$93,534.91, 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 Commissioners of WACO HOUSING AUTHORITY & AFFILIATES on this the 14th day of April 2022.



4/14/2022

Secretary



4/18/2022

Chairperson of the Board

(SEAL)



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