

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

nbha

THE CITY OF NEW BRAUNFELS HOUSING AUTHORITY



NBHA REGULAR BOARD MEETING

Thursday, April 18, 5:15 pm

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at [830.625.6909](tel:830.625.6909) x202 at least two (2) workdays prior to the meeting so that appropriate arrangements can be made.

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

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Posting Certification

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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**Community Center
300 Laurel Lane
New Braunfels, Texas 78130
Thursday April 18, 2024, at 5:15 pm**

REGULAR MEETING NOTICE

AGENDA – Amended 04-15-2024

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATIONS

During this time the RFQ respondents will have (10) minutes to present to the Board of Commissioners for questions and answers. There will be no Board actions at this time.

- a. Blue Ridge
- b. Cohen Esrey
- c. HRI Communities

D. CITIZENS' COMMUNICATION

This time is for citizens to address the Board on issues and items of concern. Pursuant to the Texas Open Meetings Act, there will be no Board discussion or action on items not on the agenda. Each citizen will be given five (5) minutes to speak.

E. MINUTES

1. Discuss and approve minutes of the Board of Commissioners meeting of January 25, 2024.

F. CONSENT AGENDA

All items listed below are routine and non-controversial by the New Braunfels Housing Authority Board of Directors and will be approved by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests, in which case the item will be removed from the consent agenda and considered as part of the normal order of business.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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1. Approval of a resolution to change the meeting time of the Annual Meeting being held on the 4th Thursday of the month of January from 7:00 p.m. to 5:15 p.m.
2. Approval of a resolution approving NBU Easement request affecting Villa Serena location.

G. INDIVIDUAL ITEMS FOR CONSIDERATION

1. Selection of Developer
 - a. Consideration and approval to select a Developer based on the hierarchy of scores from the Evaluation results.
2. Financials
 - a. Consideration and approval of the First Quarter (Q1) payables.
 - b. Consideration and approval of the Authority's 2023-2024 Year to Date Financial Reports.

H. EXECUTIVE DIRECTOR REPORT

- a. Facilities Update
 - a. Laundry
 - b. Floors

I. EXECUTIVE SESSION –Closed Sessionⁱ

- a. Tex. Loc. Gov't Code Section 551.071—Consultation with attorney and consideration of proposal regarding Case No. C2022-1609B; *Housing Authority of the City of New Braunfels v. Ellis Townhomes Inc., et al.*

J. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.

K. ADJOURNMENT.

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the NBHA's Administrative Office at [830.625.6909](tel:830.625.6909) x202 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.

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CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at New Braunfels City Hall on 04-15-2024 at 1:25 p.m. .

Gayle Wilkinson, City Secretary

ⁱ Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting on any other item, whether it has an asterisk, when the Board determines there is a need for a closed meeting, and it is permitted by law.

Pursuant to 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun. Pursuant to 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

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**OF THE NEW BRAUNFELS HOUSING AUTHORITY BOARD OF COMMISSIONERS
ANNUAL BOARD MEETING OF THURSDAY, JANUARY 25, 2024, AT 7:00 p.m.**

The Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, met in a Regular Session, on January 25, 2024, at 7:00 pm.

COMMISSIONERS PRESENT:

Commissioner Justin Botter
Commissioner Dr. Douglas Burke
Vice-Chair Sarah Dixon
Resident Commissioner Raymond Marquez

COMMISSIONER ABSENT:

Chairperson Sharon Samples
(Excused Absence)

STAFF:

Henry Alvarez, Executive Director
Irene Cantu, Administrative Assistant
Isabel Lee, MBA, Bookkeeper
Mickey Lloyd, Programs Manager
Stacy Howard, Administrative Assistant
Phillip Colton, Property Manager
Doug Poneck, Esquire
Jeff Darby, Senior Counsel
Nathan Brown, Assistant City Attorney
Christopher Willis, District Councilmember

- **MEETING CALLED TO ORDER**

Vice-Chair Sarah Dixon called the meeting to order at 7:01p.m.

- **ROLL CALL**

Mrs. Cantu called Roll. A quorum was present.

- **CITIZENS COMMUNICATION**

One (1) citizen spoke.

- **MINUTES**

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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Discussed and approved the minutes of the Regular Board of Commissioners meeting of September 21, 2023.

Commissioner Botter motioned to approve the minutes. Commissioner Burke seconded the motion, which passed unanimously.

INDIVIDUAL ITEMS FOR CONSIDERATION:

1. Approval of the Fiscal Year 2024 Department of Housing and Urban Development (HUD) Voucher Fair Market Rents and Payment Standards.

Henry presented the item.

Commissioner Botter motioned to approve the item. Commissioner Marquez seconded the motion, which passed unanimously.

2. Consideration and approval of the Public Housing Utility Allowance Update
Isabel Lee spoke on the item.

Commissioner Marquez motioned to approve the item. Botter seconded, which passed unanimously.

3. Consideration and approval of Fiscal Year End (FYE) 2022 Audit
Isabel Lee presented that item.

Commissioner Botter motioned to approve the change of fiscal year to 2023. Commissioner Burke seconded the motion which passed unanimously.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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4. Consideration and approval of Public Housing Budget for Fiscal Year End (FYE) 2024

Isabel Lee spoke on the item.

Commissioner Burke motioned to approve the item. Commissioner Marquez seconded the motion, which passed unanimously.

5. Consideration and approval of Payables Report fourth (4) Quarter 2023 payables.

Isabel Lee presented the item.

Commissioner Burke motioned to approve the item. Commissioner Marquez seconded the motion which passed unanimously.

6. Consideration and approval of Financial Reports Fiscal Year End (FYE) 2023

Isabel Lee presented the item.

Commissioner Botter motioned to approve the item. Commissioner Marquez seconded the motion, which passed unanimously.

EXECUTIVE DIRECTOR’S REPORT

- Section 8 Housing Voucher Program
- Possibility of Live streaming of board meeting(s)
- Board meeting Schedule per Resolution #103

Henry Alvarez presented the report.

EXECUTIVE SESSION - Closed Session

In accordance with Texas Government Code, Subchapter D. Section 551.071, the Board reserves the right to retire into executive session to discuss any of the items listed anywhere on this agenda. In addition, the Board may convene in an executive session on any of the following items, with any final action being taken in an open session.

1. Tex. Loc. Gov’t Code Section 551.071-Consultation with attorney and consideration of potential litigation regarding Instrumentality – New Braunfels Community Resource Center.

Convened into Executive Session at 7:57 p.m.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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RECONVENE INTO OPEN SESSION

Reconvened into open session at 9:02 p.m.

No action was taken in closed session.

ADJOURNMENT:

The meeting was adjourned at 9:02 pm.

Attest:

Sharon Samples, Chairperson

Date

**Henry Alvarez,
Executive Director**

Date

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

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F. CONSENT AGENDA

Agenda Item No. F1

PRESENTER:

Irene Cantu, Executive Secretary

SUBJECT:

Consideration and approval regarding Resolution No. 202404180001 to change the meeting start time, of the Annual Meeting of the Board of Commissioners, from 7:00 p.m. to 5:15 p.m.

BACKGROUND AND RATIONAL:

The current start time of the Annual Meeting of the Board Commissioners of 7pm is consistent with the start times of all other Board meetings. Generally, the Board meets at 5:15pm. To maintain consistency for the public and, or other interested parties NBHA recommends the Annual Board of Commissioner start time be set to 5:15pm.

FISCAL IMPACT:

None.

STAFF RECCOMENDATION:

Staff recommend approval.

ATTACHMENT:

None

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
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RESOLUTION NO. 202404180001

CONSIDERATION AND APPROVAL TO CHANGE THE MEETING TIME OF THE ANNUAL MEETING

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authority Boards to review and approves Authority expenditures; and

WHEREAS, The HUD required auditors to recommend a similar Authority review of its operational expenditures.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves changing the meeting time of the Annual Meeting currently held on the 4th Thursday of the month of January from 7:00 p.m. to 5:15 p.m.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

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Section 6. This Resolution shall be in force and effect from and after its passage.

CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on April 18, 2024 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

CONSIDERATION AND APPROVAL TO CHANGE THE MEETING TIME OF THE ANNUAL MEETING

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2024.

(SEAL}

Henry Alvarez, Secretary/Executive Director

Agenda Item No. F2

PRESENTER:
Mickey Lloyd, Public Housing Manager

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

SUBJECT:

Consideration and approval regarding Resolution No. 202404180002 approving NBU Easement request affecting Villa Serena location. Presented by Mickey Lloyd)

BACKGROUND AND RATIONAL:

New Braunfels Utilities (NBU) is in the process of improving the sanitary sewer collection system adjacent to the Villa Serena location.

The South Kuehler Wastewater Improvement Project (five (5) easements) includes relocating existing sanitary sewer lines as well as constructing new parallel gravity sanitary sewer lines within the utility easement located at the Villa Serena location. These proposed improvements are within the limits of the North & South Kuehler Wastewater Treatment Plant

The proposed easements are as follows:

-

FISCAL IMPACT:

Based upon the appraisal, NBU offers compensation for the necessary easement rights. The total compensation for all five easements is

STAFF RECCOMENDATION:

Staff recommend approval of all five (5) easements.

ATTACHMENT:

Pro Forma Sample of Easement provided by NBU

Pro Forma Sample of NBU Easement

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples



March 21, 2024

Housing Authority of the City of New Braunfels, Texas
Attn: Mickey Lloyd
PO Box 906
New Braunfels, TX 78130

Via Regular Mail and Via CMRRR # 9589 0710 5270 0872 2079 17

Re: Initial Offer Letter for Easement Acquisition
Project: South Kuehler Wastewater Improvement Project
Parcel: 7, 108 Wisdom Court, Tax ID 398267, Lot 10, Block 1, Villa Serena, Comal County, Texas

Dear Mr. Llyod,

As you may be aware, New Braunfels Utilities is in the process of improving the sanitary sewer collection system. The South Kuehler Wastewater Improvement Project includes relocating existing sanitary sewer lines as well as constructing new parallel gravity sanitary sewer lines. A new interceptor will replace the existing interceptors. These proposed improvements are within the limits of the North & South Kuehler Wastewater Treatment Plant. You are shown as the owner of record of a 0.29-acre parcel of land from whom NBU must acquire a 0.0167-acre Utility Easement. This proposed easement is located on the above-referenced property and is described in Exhibit "A" and is depicted on Exhibit "B".

Under state and federal constitutions, private property can be acquired for public purposes with payment of just compensation. **An included independent third-party appraisal was performed by Southwest Appraisal Group, LLC, an appraiser certified to practice as a certified general appraiser under Occupations Code Chapter 1103, dated February 27, 2024. Based upon the appraisal, NBU's offer of compensation for the necessary easement rights is \$2,420.00 and does not include damages to the remainder of the property.** If you agree to this offer, please execute the enclosed Agreement, and return it to me so that I can initiate closing at NB Title.

Please note that this offer is not confidential, and you have the right to discuss NBU'S offer or agreement with others. Also, I have enclosed a copy of the Texas Landowner's Bill of Rights Rev. 01/22, as prescribed by the Texas Legislature to ensure that property owners know their rights and understand the acquisition process.

Please contact me at 512-798-1817 or heatherl@7arrowsland.com with any questions. Your cooperation is appreciated.

Sincerely,

Heather Larsen

Heather Larsen
Right of Way Agent, 7Arrows Land Staff
Acting on behalf of New Braunfels Utilities

Enclosures: Agreement
Compensation Summary
Permanent Utility Easement w/exhibit
Texas Landowners Bill of Rights/IABS
Appraisal Dated 2/27/24
Appraisal Dated 3/15/22

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

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March 21, 2024

Housing Authority of the City of New Braunfels, Texas
Attn: Mickey Lloyd
PO Box 906
New Braunfels, TX 78130

Via Regular Mail and Via CMRRR # 9589 0710 5270 0872 2079 24

Re: Initial Offer Letter for Easement Acquisition
Project: South Kuehler Wastewater Improvement Project
Parcel: 8, 107 Wisdom Court, Tax ID 398266, Lot 9, Block 1, Villa Serena, Comal County, Texas

Dear Mr. Lloyd,

As you may be aware, New Braunfels Utilities is in the process of improving the sanitary sewer collection system. The South Kuehler Wastewater Improvement Project includes relocating existing sanitary sewer lines as well as constructing new parallel gravity sanitary sewer lines. A new interceptor will replace the existing interceptors. These proposed improvements are within the limits of the North & South Kuehler Wastewater Treatment Plant. You are shown as the owner of record of a 0.29-acre parcel of land from whom NBU must acquire a 0.0125-acre Utility Easement. This proposed easement is located on the above-referenced property and is described in Exhibit "A" and is depicted on Exhibit "B".

Under state and federal constitutions, private property can be acquired for public purposes with payment of just compensation. **An included independent third-party appraisal was performed by Southwest Appraisal Group, LLC, an appraiser certified to practice as a certified general appraiser under Occupations Code Chapter 1103, dated February 27, 2024. Based upon the appraisal, NBU's offer of compensation for the necessary easement rights is \$1,550.00 and does not include damages to the remainder of the property.** If you agree to this offer, please execute the enclosed Agreement, and return it to me so that I can initiate closing at NB Title.

Please note that this offer is not confidential, and you have the right to discuss NBU'S offer or agreement with others. Also, I have enclosed a copy of the Texas Landowner's Bill of Rights Rev. 01/22, as prescribed by the Texas Legislature to ensure that property owners know their rights and understand the acquisition process.

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March 21, 2024

Housing Authority of the City of New Braunfels, Texas
Attn: Mickey Lloyd
PO Box 906
New Braunfels, TX 78130

Via Regular Mail and Via CMRRR # 9589 0710 5270 0872 2079 31

Re: Initial Offer Letter for Easement Acquisition
Project: South Kuehler Wastewater Improvement Project
Parcel: 9, 108 Crockett Court, Tax ID 398263, Lot 6, Block 1, Villa Serena, Comal County, Texas

Dear Mr. Lloyd,

As you may be aware, New Braunfels Utilities is in the process of improving the sanitary sewer collection system. The South Kuehler Wastewater Improvement Project includes relocating existing sanitary sewer lines as well as constructing new parallel gravity sanitary sewer lines. A new interceptor will replace the existing interceptors. These proposed improvements are within the limits of the North & South Kuehler Wastewater Treatment Plant. You are shown as the owner of record of a 0.29-acre parcel of land from whom NBU must acquire a 0.0099-acre Utility Easement. This proposed easement is located on the above-referenced property and is described in Exhibit "A" and is depicted on Exhibit "B".

Under state and federal constitutions, private property can be acquired for public purposes with payment of just compensation. **An included independent third-party appraisal was performed by Southwest Appraisal Group, LLC, an appraiser certified to practice as a certified general appraiser under Occupations Code Chapter 1103, dated February 27, 2024. Based upon the appraisal, NBU's offer of compensation for the necessary easement rights is \$1,390.00 and does not include damages to the remainder of the property.** If you agree to this offer, please execute the enclosed Agreement, and return it to me so that I can initiate closing at NB Title.

Please note that this offer is not confidential, and you have the right to discuss NBU'S offer or agreement with others. Also, I have enclosed a copy of the Texas Landowner's Bill of Rights Rev. 01/22, as prescribed by the Texas Legislature to ensure that property owners know their rights and understand the acquisition process.

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March 21, 2024

Housing Authority of the City of New Braunfels, Texas
Attn: Mickey Lloyd
PO Box 906
New Braunfels, TX 78130

Via Regular Mail and Via CMRRR # 9589 0710 5270 0872 2079 48

Re: Initial Offer Letter for Easement Acquisition
Project: South Kuehler Wastewater Improvement Project
Parcel: 10, 112 Crockett Court, Tax ID 398262, Lot 5, Block 1, Villa Serena, Comal County, Texas

Dear Mr. Lloyd,

As you may be aware, New Braunfels Utilities is in the process of improving the sanitary sewer collection system. The South Kuehler Wastewater Improvement Project includes relocating existing sanitary sewer lines as well as constructing new parallel gravity sanitary sewer lines. A new interceptor will replace the existing interceptors. These proposed improvements are within the limits of the North & South Kuehler Wastewater Treatment Plant. You are shown as the owner of record of a 0.20-acre parcel of land from whom NBU must acquire a 0.0126-acre Utility Easement. This proposed easement is located on the above-referenced property and is described in Exhibit "A" and is depicted on Exhibit "B".

Under state and federal constitutions, private property can be acquired for public purposes with payment of just compensation. **An included independent third-party appraisal was performed by Southwest Appraisal Group, LLC, an appraiser certified to practice as a certified general appraiser under Occupations Code Chapter 1103, dated February 27, 2024. Based upon the appraisal, NBU's offer of compensation for the necessary easement rights is \$2,200.00 and does not include damages to the remainder of the property.** If you agree to this offer, please execute the enclosed Agreement, and return it to me so that I can initiate closing at NB Title.

Please note that this offer is not confidential, and you have the right to discuss NBU'S offer or agreement with others. Also, I have enclosed a copy of the Texas Landowner's Bill of Rights Rev. 01/22, as prescribed by the Texas Legislature to ensure that property owners know their rights and understand the acquisition process.

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March 21, 2024

Housing Authority of the City of New Braunfels, Texas
Attn: Mickey Lloyd
PO Box 906
New Braunfels, TX 78130

Via Regular Mail and Via CMRRR # 9589 0710 5270 0872 2079 55

Re: Initial Offer Letter for Easement Acquisition
Project: South Kuehler Wastewater Improvement Project
Parcel: 11, 111 Crockett Court, Tax ID 398261, Lot 4, Block 1, Villa Serena, Comal County, Texas

Dear Mr. Lloyd,

As you may be aware, New Braunfels Utilities is in the process of improving the sanitary sewer collection system. The South Kuehler Wastewater Improvement Project includes relocating existing sanitary sewer lines as well as constructing new parallel gravity sanitary sewer lines. A new interceptor will replace the existing interceptors. These proposed improvements are within the limits of the North & South Kuehler Wastewater Treatment Plant. You are shown as the owner of record of a 0.29-acre parcel of land from whom NBU must acquire a 0.0075-acre Utility Easement. This proposed easement is located on the above-referenced property and is described in Exhibit "A" and is depicted on Exhibit "B".

Under state and federal constitutions, private property can be acquired for public purposes with payment of just compensation. **An included Independent third-party appraisal was performed by Southwest Appraisal Group, LLC, an appraiser certified to practice as a certified general appraiser under Occupations Code Chapter 1103, dated February 27, 2024. Based upon the appraisal, NBU's offer of compensation for the necessary easement rights is \$1,100.00 and does not include damages to the remainder of the property.** If you agree to this offer, please execute the enclosed Agreement, and return it to me so that I can initiate closing at NB Title.

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RESOLUTION NO. 202404180002

CONSIDERATION AND APPROVAL OF THE NEW BRAUNFELS UTILITIES (NBU) EASEMENT REQUEST

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authority Boards to review and approves Authority expenditures; and

WHEREAS, The HUD required auditors to recommend a similar Authority review of its operational expenditures.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the City of New Braunfels Housing Authority Board of Commissioners hereby accepts and approves the New Braunfels Utilities (NBU) Easement Request.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Section 6. This Resolution shall be in force and effect from and after its passage.

CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on April 18, 2024 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

APPROVAL OF NEW BRAUNFELS UTILITIES (NBU) EASEMENT REQUEST

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2024.

Henry Alvarez, Secretary/Executive Director

(SEAL}

G. INDIVIDUAL ITEMS FOR CONSIDERATION

Agenda Item No. G1

PRESENTED BY: Isabel Lee, Bookkeeper

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

SUBJECT:

Consideration and approval regarding Resolution No. 202404180003 to authorize NBHA to negotiate with the responsible bidder for Developer Partner, based on the hierarchy of scores from the Evaluation results. (Presented by Isabel Lee)

BACKGROUND AND RATIONAL:

NBHA received a total of five respondents for the Request for Qualifications (RFQ 2023 1001). Four independent reviewers rated each based on the criteria presented within the RFQ. The scoring results are attached below.

Staff intends to negotiate with the highest scoring Developer and then in scoring order, highest to lowest, each successful bidder in rank order, if negotiations with the highest scoring bidder are unsuccessful.

FISCAL IMPACT:

None

STAFF RECCOMENDATION:

Staff recommend approval to select a Developer Partner based on the hierarchy of scores, highest to lowest, from the scoring results. If NBHA is unable to reach a reasonable development agreement from the highest scorer, then NBHA will move forward with the successor proposer ij the ranked score order from highest to lowest.

ATTACHMENT:

RFQ Evaluation Results

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

RFQ 2023 1001 Evaluation Results

Reviewer 1	HRI Communities	Cohen Esrey	Blue Ridge	Baker Tilly	Knight
Knowledge and Experience	50	50	40	45	50
Detailed Work Plan	25	20	25	20	20
Financial Capacity	20	20	20	20	15
Points	95	90	85	85	85
Interview	0	0	0	0	0
Total Points	95	90	85	85	85

Reviewer 2	HRI Communities	Cohen Esrey	Blue Ridge	Baker Tilly	Knight
Knowledge and Experience	45	45	25	35	45
Detailed Work Plan	24	22	18	15	5
Financial Capacity	22	22	15	15	15
Points	91	89	58	65	65
Interview	0	0	0	0	0
Total Points	91	89	58	65	65

Reviewer 3	HRI Communities	Cohen Esrey	Blue Ridge	Baker Tilly	Knight
Knowledge and Experience	40	45	44	40	40
Detailed Work Plan	24	24	21	20	10
Financial Capacity	15	15	15	15	15
Points	79	84	80	75	65
Interview	0	0	0	0	0
Total Points	79	84	80	75	65

Reviewer 4	HRI Communities	Cohen Esrey	Blue Ridge	Baker Tilly	Knight
Knowledge and Experience	50	40	40	45	25
Detailed Work Plan	25	25	25	10	5
Financial Capacity	25	20	25	25	5
Points	100	85	90	80	35
Interview	0	0	0	0	0
Total Points	100	85	90	80	35

Average Points	91.25	87	78.25	76.25	62.5
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**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

RESOLUTION NO. 202404180003

CONSIDERATION AND APPROVAL TO SELECT A DEVELOPER BASED ON THE HIERARCHY OF SCORES (HIGHEST TO LOWEST) FROM THE EVALUATION RESULTS

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authority Boards to review and approves Authority expenditures; and

WHEREAS, The HUD required auditors to recommend a similar Authority review of its operational expenditures.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the City of New Braunfels Housing Authority Board of Commissioners hereby accepts and approves the selection of a Developer based on the hierarchy of scores (highest to lowest) from the Evaluation results.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Section 6. This Resolution shall be in force and effect from and after its passage.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on April 18, 2024 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

APPROVAL TO SELECT A DEVELOPER BASED ON THE HIERARCHY OF SCORES FROM THE EVALUATION RESULTS

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2024.

Henry Alvarez, Secretary/Executive Director

(SEAL}

Agenda Item No. G2

PRESENTED BY:

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Stacy Howard, Administrative Assistant

SUBJECT:

Consideration and approval regarding Resolution No. 202404180004 approval of the Authority's First (1st) Quarters Payables.

BACKGROUND AND RATIONAL:

The payables report captures operational expenditure at the end of the First (1st) quarter. The New Braunfels Housing Authority (NBHA) reports \$263,556.44 at month end of December 2023.

FISCAL IMPACT:

Reflects the accounts/vendors paid for referenced quarters.

STAFF RECCOMENDATION:

Staff recommend approval of the First (1st) Quarter payables.

ATTACHMENT:

Accounts Payable Reports – First (1st) Quarter

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Payables Report Q1

New Braunfels Housing Authority

Page 1 of 3

Accounts Payable Invoice Listing

October, November, December 2023

101935	AARON RAMSEY			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	123.52
100325	ADVANCED DOOR CONTROL LLC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	3	902.50
100185	AT&T 6909			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	907.06
101184	AT&T MOBILITY			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	214.08
100152	AUTOMATIC ELEVATOR INC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	2,053.38
101905	BENNETT RESTORATION, LLC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	400.00
101980	BRIDGEHEAD IT, INC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	5	5,712.75
101732	CHRIS PICKETTS PEST CONTROL			
Totals for Vendor:	Open Invoices:	Paid Invoices:	6	8,154.00
100168	CINTAS FIRE PROTECTION, INC.			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	1,907.99
101908	COWBOY PLUMBING SERVICES			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	75.00
101102	CULPEPPER PLUMBING SERV INC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	7	1,053.52
101847	ESCAMILLA & PONECK, LLP			
Totals for Vendor:	Open Invoices:	Paid Invoices:	6	33,245.05
100159	HD SUPPLY FACILITIES MAINTENANCE, LTD			
Totals for Vendor:	Open Invoices:	Paid Invoices:	10	8,573.20
100750	KNIGHT OFFICE SOLUTIONS INC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	3	598.45
101815	LANDSCAPE COMMANDER, LLC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	1,475.00
101358	LARRY MCKENZIE			
Totals for Vendor:	Open Invoices:	Paid Invoices:	6	900.00
100601	Lowe's Credit Services			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	3,879.83
101836	Lowry Electrical			
Totals for Vendor:	Open Invoices:	Paid Invoices:	6	1,812.59
101874	M&M CONTRACTOR			
Totals for Vendor:	Open Invoices:	Paid Invoices:	4	5,450.00
101654	MEDA Limited			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	1,176.48
101747	MEYER HEATING AND AIR			
Totals for Vendor:	Open Invoices:	Paid Invoices:	10	15,568.32

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Payables Report Q1

New Braunfels Housing AuthorityPage

Page 2 of 3

Accounts Payable Invoice Listing

October, November, December 2023

15772	MORRIS CAROL			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	100.00
101922	MRI Software LLC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	12,458.25
100286	NAHRO			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	141.90
101977	NETCOMM SYSTEMS, LLC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	3	265.98
100210	NEW BRAUNFELS HOUSING AUTHORITY			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	400.00
101515	Nova 401(k) Associates			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	290.00
100279	OTT PLUMBING COMPANY INC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	6	1,108.47
100184	QUILL			
Totals for Vendor:	Open Invoices:	Paid Invoices:	5	464.11
101810	READY REFRESH			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	237.42
101875	Randy Reyes			
Totals for Vendor:	Open Invoices:	Paid Invoices:	3	4,550.00
101856	SHELL FLEET PLUS			
Totals for Vendor:	Open Invoices:	Paid Invoices:	3	1,023.07
100237	SHERWIN WILLIAMS CO INC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	20	2,088.10
100194	SHRED-IT USA, LLC			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	413.06
101933	Spectrum Enterprise			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	422.16
101967	Spectrum Enterprise			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	487.55
101933	Spectrum Enterprise			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	211.08
101967	Spectrum Enterprise			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	487.55
101938	Spectrum Window Tinting			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	721.88
100329	TEXAS MUNICIPAL LEAGUE			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	116,858.14
100396	TEXAS NAHRO			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	235.00
101702	THE KEY DEPOT			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	126.00

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Payables Report Q1

New Braunfels Housing Authority

Page 3 of 3

Accounts Payable Invoice Listing

October, November, December 2023

101185	THE NELROD COMPANY			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	2,535.00
101459	TIME WARNER CABLE			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	920.72
100353	Texas Dept of Licensing & Reg			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	40.00
100360	Texas Housing Association			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	220.00
100827	United Healthcare Ins Co			
Totals for Vendor:	Open Invoices:	Paid Invoices:	2	21,385.52
101910	VampUp Billiards Pool Table Restore & Repair			
Totals for Vendor:	Open Invoices:	Paid Invoices:	1	375.00
100626	Waste Management/Comal Landfil			
Totals for Vendor:	Open Invoices:	Paid Invoices:	3	807.76
Grand Totals:	Open Invoices:	Paid Invoices:	148	263,556.44

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

RESOLUTION NO. 202404180004

CONSIDERATION AND APPROVAL OF PAYABLES REPORT FIRST (1ST) QUARTER PAYABLES.

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires Housing Authority Boards to review and approves Authority expenditures; and

WHEREAS, The HUD required auditors to recommend a similar Authority review of its operational expenditures.

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the City of New Braunfels Housing Authority Board of Commissioners hereby accepts and approves the First (1st) Quarter Payables Reports.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Section 6. This Resolution shall be in force and effect from and after its passage.

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas {"NBHA"} hereby certifies as follows:

3. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA {the "Board"} held a meeting on April 18, 2024 {the "Meeting"} of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

APPROVAL OF PAYABLES REPORT FIRST (1ST) QUARTER PAYABLES

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

4. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2024.

Henry Alvarez, Secretary/Executive Director

(SEAL}

Agenda Item No. G3

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

PRESENTED BY:

Stacey Howard, Administrative Assistant

SUBJECT:

Consideration and approval regarding Resolution No. 202404180005 approval of the Authority's 2023-2024 Year to Date Financial Reports. (Presented by Stacy Howard)

BACKGROUND AND RATIONAL:

Year to date the Low Rent Program ("Public Housing") has a loss of (24,534.58) Public Housing Current Assets remain at \$2,230,537 and its cash position is \$875,844.

Year to date, Section 8 has a Net Operating Income of \$54,329. (Please note Section 8 is operated on a calendar basis). .

FISCAL IMPACT:

Generally, reflects the overall financial health of the Authority. The New Braunfels Housing Authority (NBHA) financial conditions are reported as follows.

Low Rent Program:

Bank Balance	\$	102,286.03
Rents collected		45,203.00
HUDOFND		37,284.00
Other Revenue		6972.03
Operating Expenses		<u>(113,993.61)</u>
Net Operating Income (Loss)	\$	(24,534.58)

Section 8 Housing Choice Voucher Program:

Bank Balance	\$	101,844.82
HUD (HAP) Funding		254,950.00
Housing Assistance Payments (HAP)		(196,242.39)
Restricted Net Position (RNP) (HUD Held)		(40,606.29)
Unrestricted Net Position (UNP)		<u>11,173.66</u>
Net Operating Income (Loss)		54,329.00

STAFF RECCOMENDATION:

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

Staff recommends approval of the 2023-2024 Year to Date Financial Reports.

ATTACHMENT:

2023-2024 Year to Date Financial Reports

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
 Low Rent - Public Housing
 Comparative Balance Sheet Standard
 As of Date: 12/31/2023

Page A-2- 1

			12/31/2023	12/31/2022	Variance
Assets					
Cash and Cash Equivalents					
1 01	1111.11	0	102,286.03	37,163.64	65,122.39
1 01	1111.4	0	0.00	175.06	(175.06)
1 01	1111.6	0	68,000.00	68,000.00	0.00
1 01	1111.11R	0	0.00	2,696.00	(2,696.00)
1 01	1114	0	34,350.00	34,350.00	0.00
1 01	1114.11R	0	0.00	(3,146.00)	3,146.00
Total Cash and Cash Equivalents			204,636.03	139,238.70	65,397.33
Accounts and Notes Receivables					
1 01	1125	0	27,000.00	27,000.00	0.00
1 01	1122	0	74,911.20	19,571.44	55,339.76
1 01	1122.11	0	16,143.50	22,812.50	(6,669.00)
1 01	1122.111	0	(18,205.50)	(22,808.50)	4,603.00
1 01	1690.02	0	0.00	(204.00)	204.00
1 01	1690.06	0	0.00	150.00	(150.00)
1 01	1690.1	0	(1,950.71)	247.29	(2,198.00)
1 01	1122.1	0	(5,553.64)	(17,559.50)	12,005.86
Total Accounts and Notes Receivables			92,344.85	29,209.23	63,135.62
Investments and Other Current Assets					
1 01	1162	0	487,267.15	704,402.33	(217,135.18)
1 01	1211	0	87,643.60	60,762.43	26,881.17
1 01	1213	0	3,952.37	0.00	3,952.37
1 01	1129.07	0	0.00	(38,949.00)	38,949.00
Total Investments and Other Current Assets			578,863.12	726,215.76	(147,352.64)
Capital Assets, Net of Accumulated Depreciation					
1 01	1440	4	165,168.60	165,168.60	0.00
1 01	1460	4	6,432,864.72	6,432,864.72	0.00
1 01	1460.1	4	(7,029.78)	(7,029.78)	0.00
1 01	1465.1	4	1,186,233.30	1,182,551.30	13,682.00
1 01	1475	4	794,091.21	0.00	794,091.21
1 01	1475.1	4	63,682.01	857,773.22	(794,091.21)
1 01	1475.2	4	6,715.45	6,715.45	0.00
1 01	1475.3	4	9,849.81	9,849.81	0.00
1 01	1450	4	633,482.88	633,482.88	0.00
1 01	1400.5	4	(7,940,364.92)	(7,769,403.45)	(170,961.47)
Total Capital Assets, Net of Accumulated Depreciation			1,354,693.28	1,511,972.75	(157,279.47)
Total Assets			2,230,537.28	2,406,636.44	(176,099.16)
Liabilities					
Current Liabilities					
1 01	2111	0	79,707.26	26,756.53	52,950.73
1 01	2135.1	0	2,170.74	1,329.17	841.57
1 01	2137	0	86,055.86	0.00	86,055.86
1 01	2137.22	0	0.00	43,044.09	(43,044.09)
1 01	2137.23	0	0.00	10,761.03	(10,761.03)
1 01	2114	0	30,209.00	31,168.00	(959.00)
1 01	2290	0	0.00	96,530.59	(96,530.59)
1 01	2119	0	0.00	50,000.00	(50,000.00)
1 01	2119.07	0	12,251.86	0.00	12,251.86
Total Current Liabilities			210,394.72	259,589.41	(49,194.69)
Non-Current Liabilities					
1 01	2135.2	0	19,536.68	11,962.53	7,574.15
Total Non-Current Liabilities			19,536.68	11,962.53	7,574.15
Total Liabilities			229,931.40	271,551.94	(41,620.54)

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
Low Rent - Public Housing
Comparative Balance Sheet Standard
As of Date: 12/31/2023

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	12/31/2023	12/31/2022	Variance
Net Position			
Net Position			
1 01 2701 0 Net Capital Assets	0.00	1,426,112.73	(1,426,112.73)
1 01 2841.1 0 Net Assets - Restricted	0.00	153,729.79	(153,729.79)
1 01 2810 0 Unreserved Surplus	2,056,248.89	688,509.17	1,367,739.72
1 01 6010 0 Prior Adjustments Affecting Residua	143.93	143.93	0.00
Total Net Position	<u>2,056,392.82</u>	<u>2,268,495.62</u>	<u>(212,102.80)</u>
Net Income (Loss)	<u>(55,786.94)</u>	<u>(133,411.12)</u>	<u>77,624.18</u>
Total Net Position	<u>2,000,605.88</u>	<u>2,135,084.50</u>	<u>(134,478.62)</u>
Total Liabilities and Net Position	<u>2,230,537.28</u>	<u>2,406,636.44</u>	<u>(176,099.16)</u>
			<u>0.00</u>

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
Low Rent - Public Housing
Budgeted Income Statement

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Fiscal Year End Date:	9/30/2024	ACCOUNT	1 Month(s) Ended December 31, 2022	3 Month(s) Ended December 31, 2023	Budget	Variance	Variance %
Operating Revenue							
Tenant Revenue							
Dwelling Rental	1 01 3110 5	45,203.00	137,135.00	225,000.00	(87,865.00)	-39.05 %	
Other Income	1 01 3690 5	6,110.00	6,110.00	0.00	6,110.00	100.00 %	
Total Tenant Revenue		51,313.00	143,245.00	225,000.00	(81,755.00)	-36.34 %	
Fee Revenue							
Operating Subsidy - Current Year	1 01 8020 0	37,284.00	99,994.00	0.00	99,994.00	100.00 %	
Total Fee Revenue		37,284.00	99,994.00	0.00	99,994.00	-100.00 %	
Other Revenue							
Excess Utilities	1 01 3120 5	432.83	432.83	0.00	432.83	100.00 %	
Nondwelling Rental	1 01 3190 5	0.00	0.00	2,750.00	(2,750.00)	-100.00 %	
Other Income - Misc Other Revenue	1 01 3690.1 5	429.20	1,485.70	2,475.00	(989.30)	-39.97 %	
Total Other Revenue		862.03	1,918.53	5,225.00	(3,306.47)	-63.28 %	
Total Operating Revenue		89,459.03	245,157.53	230,225.00	14,932.53	6.49 %	
Operating Expenses							
Administrative Expenses							
Administrative Salaries	1 01 4110 5	11,197.92	48,696.21	69,527.06	20,830.85	29.96 %	
Legal Expense	1 01 4130 5	45,154.19	46,766.87	2,083.38	(44,683.49)	-2144.76 %	
Staff Training	1 01 4140 5	0.00	0.00	1,250.00	1,250.00	100.00 %	
Travel	1 01 4150 5	0.00	0.00	850.00	850.00	100.00 %	
Accounting Fees	1 01 4170 5	0.00	0.00	4,600.00	4,600.00	100.00 %	
Audit Fees	1 01 4171 5	0.00	0.00	1,266.69	1,266.69	100.00 %	
Employee Benefit Contributions-Admir	1 01 4182 5	7,917.75	20,804.77	22,916.69	2,111.92	9.22 %	
Membership Dues and Fees	1 01 4190.12 5	0.00	69.99	0.00	(69.99)	-100.00 %	
Telephone	1 01 4190.13 5	841.53	2,525.31	6,250.00	3,724.69	59.60 %	
Forms & Office Supplies	1 01 4190.17 5	218.00	218.00	0.00	(218.00)	-100.00 %	
Postage and Misc Sundry Expense	1 01 4190.18 5	300.00	1,711.19	16,208.38	14,497.19	89.44 %	
Administrative Contracts	1 01 4190.19 5	3,179.82	22,878.03	0.00	(22,878.03)	-100.00 %	
Other Administrative Expense	1 01 4190.6 5	6,088.82	5,734.10	0.00	(5,734.10)	-100.00 %	
Total Administrative Expenses		74,897.83	149,404.47	124,952.20	(24,452.27)	-19.57 %	
Tenant Services Expense							
Tenant Services - Salaries	1 01 4210 5	1,236.00	4,510.63	16,666.69	12,156.06	72.94 %	
Tenant Services	1 01 4210.4 5	705.63	2,204.85	0.00	(2,204.85)	-100.00 %	
Ten Services - Recreation, Pubs, Othe	1 01 4220 5	300.00	1,367.97	2,083.31	715.34	34.34 %	
Employee Benefit Contribution-Tenant	1 01 4222 5	74.90	2,500.19	0.00	(2,500.19)	-100.00 %	
Ten Serv - Con Cost - Training - Other	1 01 4230 5	0.00	0.00	4,166.69	4,166.69	100.00 %	
Total Tenant Services Expense		2,316.53	10,583.64	22,916.69	12,333.05	53.82 %	
Utilities Expense							
Water	1 01 4310 5	3,381.98	9,115.60	5,950.00	(3,165.60)	-53.20 %	
Electricity	1 01 4320 5	2,654.41	9,710.69	12,750.00	3,039.31	23.84 %	
Natural Gas	1 01 4330 5	912.12	2,537.11	2,550.00	12.89	0.51 %	
Total Utilities Expense		6,948.51	21,363.40	21,250.00	(113.40)	-0.53 %	
Ordinary Maintenance and Operations							
Labor	1 01 4410 5	8,090.89	25,557.72	56,166.69	30,608.97	54.50 %	
Materials and Other	1 01 4420 5	2,350.18	18,218.30	33,333.38	15,115.08	45.35 %	
Contract Costs	1 01 4430 5	5,088.72	19,494.85	31,250.00	11,755.15	37.62 %	
Contract Costs - Extermination	1 01 4430.01 5	440.00	8,594.00	0.00	(8,594.00)	-100.00 %	
Contract Costs - Other Repairs	1 01 4430.03 5	0.00	724.67	0.00	(724.67)	-100.00 %	
Contract Costs - Maintenance	1 01 4430.09 5	0.00	0.00	2,000.00	2,000.00	100.00 %	
Contract Costs - Other	1 01 4430.13 5	118.09	237.42	0.00	(237.42)	-100.00 %	
Contract Costs-Plumbing	1 01 4430.20 5	0.00	796.77	0.00	(796.77)	-100.00 %	
Garbage and Trash Collection	1 01 4431 5	587.92	2,584.57	3,000.00	415.43	13.85 %	
Employee Benefit Cont.-Ordinary Mair	1 01 4433 5	3,416.96	14,170.12	18,750.00	4,579.88	24.43 %	
Total Ordinary Maintenance and Operations		20,092.56	90,378.42	144,500.07	54,121.65	37.45 %	
Insurance Premiums							
Insurance - F&EC	1 01 4510.01 5	8,562.83	25,688.49	13,698.14	(11,990.35)	-87.53 %	
Insurance - OL&T/Comprehensive	1 01 4510.02 5	140.63	421.89	780.10	358.21	45.92 %	

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
Low Rent - Public Housing
Budgeted Income Statement

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Fiscal Year End Date:	9/30/2024	ACCOUNT	1 Month(s) Ended December 31, 2023	3 Month(s) Ended December 31, 2023	Budget	Variance	Variance %
Insurance - Automobile	1 01 4510.03 5		230.55	691.65	0.00	(691.65)	-100.00 %
Insurance - Workmans Comp	1 01 4510.04 5		659.13	1,977.39	1,073.14	(904.25)	-84.26 %
Insurance - Public Officials Liability	1 01 4510.05 5		145.04	435.12	0.00	(435.12)	-100.00 %
Insurance - Fidelity Bond	1 01 4510.09 5		0.00	0.00	219.56	219.56	100.00 %
Insurance - Other	1 01 4510.15 5		0.00	0.00	841.55	841.55	100.00 %
Total Insurance Premiums			9,738.18	29,214.54	16,612.49	(12,602.05)	-75.86 %
Other General Expenses							
Payments in Lieu of Taxes	1 01 4520 5		0.00	0.00	20,375.00	20,375.00	100.00 %
Collection Losses	1 01 4570 5		0.00	0.00	2,083.31	2,083.31	100.00 %
Total Other General Expenses			0.00	0.00	22,458.31	22,458.31	100.00 %
Other Expenses							
Replacement of Nonexp Equipment	1 01 7520 5		13,682.00	13,682.00	0.00	(13,682.00)	-100.00 %
Operating Exp for Property - Contra	1 01 7590 5		(13,682.00)	(13,682.00)	0.00	13,682.00	100.00 %
Total Other Expenses			0.00	0.00	0.00	0.00	-100.00 %
Total Operating Expenses			(113,993.61)	(300,944.47)	(352,689.76)	51,745.29	14.67 %
Total Net Income (Loss)			(24,534.58)	(55,786.94)	(122,464.76)	66,677.82	43.27 %

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
Section 8 - HCV
Comparative Balance Sheet UNP
As of Date: 12/31/2023

	12/31/2023	12/31/2022	Variance
Assets			
Cash and Cash Equivalents			
7 01 1111.11 0 FCB # 8575	101,844.82	189,874.49	(88,029.67)
7 01 1111.CON0 Operating Funds - HAP Contra	40,606.29	(18,970.80)	59,577.09
Total Cash and Cash Equivalents	142,451.11	170,903.69	(28,452.58)
Accounts and Notes Receivables			
7 01 1125 0 Accounts Receivable - HUD	0.00	(13,349.00)	13,349.00
7 01 1125.P 0 Accounts receivable,HUD portability	22,969.34	10,388.30	12,581.04
7 01 1122 0 Tenants	(14,429.94)	(9,787.30)	(4,642.64)
7 01 1122.11 0 Formal Agreements	4,046.62	1,839.62	2,207.00
7 01 1122.111 0 Allowance for Formal Agreements	(1,719.62)	(1,899.62)	180.00
7 01 1690.1 0 Closing Account	(711.88)	(3,358.20)	2,646.32
Total Accounts and Notes Receivables	10,154.52	(16,166.20)	26,320.72
Investments and Other Current Assets			
7 01 1129 0 INTERCOMPANY RECEIVABLE ACCOUNT	0.00	50,000.00	(50,000.00)
7 01 1129.01 0 Intercompany Receivables - PHA	12,251.86	0.00	12,251.86
Total Investments and Other Current Assets	12,251.86	50,000.00	(37,748.14)
Capital Assets, Net of Accumulated Depreciation			
7 01 1475.1 4 Office Furniture & Equipment	47,295.56	47,295.56	0.00
7 01 1475.7 4 Automotive Equipment	36,400.10	36,400.10	0.00
7 01 1450 4 Site Improvement	4,657.00	4,657.00	0.00
7 01 1400.5 4 Acc. Depreciation-Structures & Equi	(81,022.37)	(79,099.66)	(1,922.71)
Total Capital Assets, Net of Accumulated Depreciation	7,330.29	9,253.00	(1,922.71)
Total Assets	172,187.78	213,990.49	(41,802.71)
Liabilities			
Current Liabilities			
7 01 2111 0 Accounts Payable - Vendors	9,325.47	15,867.52	(6,542.05)
7 01 2135.1 0 Accrued Compensated Absences	538.10	350.98	187.12
7 01 2119.P 0 Port-In Overpayment	0.00	1,199.91	(1,199.91)
7 01 2119.01 0 Intercompany Payables - PHA	0.00	(38,949.00)	38,949.00
Total Current Liabilities	9,863.57	(21,530.59)	31,394.16
Non-Current Liabilities			
7 01 2135.2 0 Accrued Compensated Absences	4,842.88	3,158.83	1,684.05
Total Non-Current Liabilities	4,842.88	3,158.83	1,684.05
Total Liabilities	14,706.45	(18,371.76)	33,078.21
Net Position			
Net Position			
7 01 2701 0 Net Capital Assets	0.00	582.13	(582.13)
7 01 2826.1 0 Net Restricted Positon	146,307.67	205,120.29	(58,812.62)
Total Net Position	146,307.67	205,702.42	(59,394.75)
Net Income (Loss)	11,173.66	26,659.83	(15,486.17)
Total Net Position	157,481.33	232,362.25	(74,880.92)
Total Liabilities and Net Position	172,187.78	213,990.49	(41,802.71)
			0.00

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
Section 8 - HCV
Comparative Balance Sheet NRP
As of Date: 12/31/2023

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	12/31/2023	12/31/2022	Variance
Assets			
Cash and Cash Equivalents			
7 01 1111.HAP 0 Restricted HAP Funds	(40,606.29)	18,970.80	(59,577.09)
Total Cash and Cash Equivalents	<u>(40,606.29)</u>	<u>18,970.80</u>	<u>(59,577.09)</u>
Total Assets	<u>(40,606.29)</u>	<u>18,970.80</u>	<u>(59,577.09)</u>
Net Position			
Net Position			
7 01 2841.1 0 Net Assets - Unrestricted	0.00	12,346.38	(12,346.38)
Total Net Position	<u>0.00</u>	<u>12,346.38</u>	<u>(12,346.38)</u>
Net Income (Loss)	<u>(40,606.29)</u>	<u>6,624.42</u>	<u>(47,230.71)</u>
Total Net Position	<u>(40,606.29)</u>	<u>18,970.80</u>	<u>(59,577.09)</u>
Total and Net Position	<u>(40,606.29)</u>	<u>18,970.80</u>	<u>(59,577.09)</u>
			0.00

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

New Braunfels Housing Authority
Section 8 - HCV
Budgeted Income Statement

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Fiscal Year End Date:	9/30/2024	ACCOUNT	1 Month(s) Ended December 31, 2022	3 Month(s) Ended December 31, 2023	Budget	Variance	Variance %
Operating Revenue							
Tenant Revenue							
Other Income	7 01 3690 5		2,527.00	4,211.50	0.00	4,211.50	100.00 %
Total Tenant Revenue			2,527.00	4,211.50	0.00	4,211.50	-100.00 %
Fee Revenue							
Administrative Fees Earned	7 01 3112 5		20,084.00	58,507.00	0.00	58,507.00	100.00 %
HAP Earned Income	7 01 4902 5		254,950.00	550,338.00	0.00	550,338.00	100.00 %
Total Fee Revenue			275,034.00	608,845.00	0.00	608,845.00	-100.00 %
Other Revenue							
Admin Fees Earned for Portability	7 01 3300.P 5		278.00	1,363.59	0.00	1,363.59	100.00 %
Housing Assistance Port In Revenue	7 01 4590.PID 5		4,131.00	19,784.00	0.00	19,784.00	100.00 %
Total Other Revenue			4,409.02	21,147.59	0.00	21,147.59	-100.00 %
Total Operating Revenue			281,970.02	634,204.09	0.00	634,204.09	100.00 %
Operating Expenses							
Administrative Expenses							
Non-Technical Salaries	7 01 4110 5		16,935.12	36,987.79	0.00	(36,987.79)	-100.00 %
Employee Benefit Contributions-Admir	7 01 4182 5		8,393.36	16,264.45	0.00	(16,264.45)	-100.00 %
Membership Dues and Fees	7 01 4190.12 5		0.00	32.00	0.00	(32.00)	-100.00 %
Forms & Office Supplies	7 01 4190.17 5		92.20	92.20	0.00	(92.20)	-100.00 %
Postage and Misc Sundry Expense	7 01 4190.18 5		32.00	32.00	0.00	(32.00)	-100.00 %
Administrative Contracts	7 01 4190.19 5		284.31	731.19	0.00	(731.19)	-100.00 %
Total Administrative Expenses			25,736.99	54,139.63	0.00	(54,139.63)	-100.00 %
Other General Expenses							
Admin Fees Paid for Portability	7 01 4590.P 5		460.30	1,737.80	0.00	(1,737.80)	-100.00 %
Total Other General Expenses			460.30	1,737.80	0.00	(1,737.80)	-100.00 %
Housing Assistance Payments							
HAP Payments - Rents	7 01 4715.1 5		184,589.39	555,332.29	0.00	(555,332.29)	-100.00 %
HAP Payments - Portability	7 01 4715.P 5		11,653.00	35,612.00	0.00	(35,612.00)	-100.00 %
Total Housing Assistance Payments			196,242.39	590,944.29	0.00	(590,944.29)	-100.00 %
HAP Port In							
HAP Port In	7 01 4590.PIE 5		5,201.00	16,815.00	0.00	(16,815.00)	-100.00 %
Total HAP Port In			5,201.00	16,815.00	0.00	(16,815.00)	-100.00 %
Total Operating Expenses			(227,640.68)	(663,636.72)	0.00	(663,636.72)	100.00 %
Total Net Income (Loss)			54,329.34	(29,432.63)	0.00	(29,432.63)	100.00 %

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

RESOLUTION NO. 202404180005

RESOLUTION APPROVING THE NBHA 2023-2024 YEAR TO DATE FINANCIAL REPORTS.

WHEREAS, the Board of Commissioners of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) recognizes the importance of responding to the housing and support needs of its residents in times of emergency or calamity; and

WHEREAS, the Board of Commissioners believes it serves the public interest and is in the best interest of NBHA to accept the 2023-2024 Year To Date Financial Reports; and

WHEREAS, the Board of Commissioners desires to approve and accept the 2023-2024 Year To Date Financial Reports;

NOW, BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW BRAUNFELS, TEXAS, THAT:

Section 1. The Board hereby accepts and approves the NBHA 2023-2024 Year to Date Financial Reports.

Section 2. If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. This Resolution shall be in force and effect from and after its passage.

CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

CERTIFICATE FOR RESOLUTION

The undersigned officer of the Housing Authority of the City of New Braunfels, Texas, a public instrumentality created pursuant to the laws of the State of Texas (“NBHA”) hereby certifies as follows:

1. In accordance with the bylaws of NBHA, the Board of Commissioners of NBHA (the “Board”) held a meeting on April 18, 2024 (the “Meeting”) of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION APPROVING THE NBHA 2023-2024 YEAR TO DATE FINANCIAL REPORTS

(the “Resolution”) was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed, and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board’s minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Articles of Incorporation and the Bylaws of NBHA.

SIGNED AND SEALED _____, 2024.

Henry Alvarez, Secretary/Executive Director

(SEAL)

**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

H. EXECUTIVE DIRECTOR REPORT

PRESENTED BY:

Phillip Colton, Property Manager

•

Facilities Update (Presented by Phillip Colton)

1. Laundry Room



**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

a. Laurel Plaza Hallways



**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples



**CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS**

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CITY OF NEW BRAUNFELS HOUSING AUTHORITY
BOARD of COMMISSIONERS

Justin Botter • Dr. Douglas Burke • Sara Dixon • Raymond Marquez • Sharon Samples

I. EXECUTIVE SESSION –Closed Session¹

Tex. Loc. Gov't Code Section 551.071—Consultation with attorney and consideration of potential litigation regarding Instrumentality – New Braunfels Community Resource Center.

J. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.

K. ADJOURNMENT.

¹ Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting on any other item, whether it has an asterisk, when the Board determines there is a need for a closed meeting, and it is permitted by law.

Pursuant to 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun. Pursuant to 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H. Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.