

KYLE HOUSING AUTHORITY MEETING MINUTES

The Kyle Housing Authority met on November 29, 2016 at Kyle City Hall with the following persons present:

Daniel Harper, Chair
Michelle Lopez, Interim Chair/Vice Chair
Clara Rodriguez, Secretary
Lisa Adams

Kyle City Staff:
Scott Sellers, City Manager
Jerry Hendrix, Chief of Staff
Jennifer Vetrano, City Secretary
Kayleigh Soukup, IT Technician

I. Swearing in of Kyle Housing Authority members.

I. Call Meeting To Order

Commissioner Lopez called the meeting to order at 7:02 p.m. Present were Michelle Lopez, Clara Rodriguez, Lisa Adams, and Daniel Harper. Vanessa Sanders was absent. A quorum was present.

II. Citizen Comment Period with Kyle Housing Authority

The Kyle Housing Authority welcomes comments from Citizens early in the agenda of regular meetings. Those wishing to speak are encouraged to sign in before the meeting begins. Speakers may be provided with an opportunity to speak during this time period on any agenda item or any other matter concerning Housing Authority business, and they must observe the three-minute time limit.

Commissioner Lopez opened citizen comments at 7:02 p.m. Meli Van Natta was called to speak. She offered her services to the Housing Authority. She has worked in real estate, but is not currently working. She would like to help. Mayor Webster thanked the members for their willingness to serve. He offered his and the City Council's support, as well as the City's administrative support that has been made available. With no one else wishing to speak, Commissioner Lopez closed citizen comments at 7:07 p.m.

III. Staff Report

2. Discussion on Kyle Housing Authority history and present. ~ Jerry Hendrix, Chief of Staff

Jerry Hendrix, Chief of Staff, presented an overview of the Housing Authority.

IV. Consider and Possible Action

3. Discuss and Elect a Chair, Vice-Chair, and Secretary for 2016-2017.

Commissioner Lopez opened discussion for nominations for Chair. Commissioner Adams nominated Michelle Lopez as Chair. Commissioner Harper seconded the nomination. Commissioner Lopez nominated Daniel Harper as Chair. Commissioner Rodriguez seconded the nomination. With no other nominations, a roll call vote was held for the nomination of Daniel Harper as Chair. Commissioner Harper voted yea, Commissioner Rodriguez voted yea, Commissioner Adams voted yea, and Commissioner Lopez voted yea. Commissioner Harper was named Chair of the Kyle Housing Authority with a 4-0

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vote. Commissioner Adams nominated Michelle Lopez as Vice Chair. Commissioner Harper seconded the nomination. Commissioner Harper called for a roll call vote. Commissioner Rodriguez voted yea, Commissioner Adams voted yea, Commissioner Lopez voted yea, and Commissioner Harper voted yea. Michelle Lopez was named Vice Chair of the Kyle Housing Authority with a 4-0 vote. Commissioner Lopez nominated Clara Rodriguez for Secretary. Commissioner Harper seconded the nomination. Commissioner Harper called for a roll call vote. Commissioner Adams voted yea, Commissioner Lopez voted yea, Commissioner Harper voted yea, and Commissioner Rodriguez voted yea. 4-0. Clara Rodriguez was named Secretary of the Kyle Housing Authority with a 4-0 vote.

4. General Discussion regarding current issues and next steps.

Discussion took place regarding staffing, finances, speaking with HUD and other Housing Authorities to establish benchmarks, and Open Meetings Act. No action was taken.

5. Accept the resignation of the Executive Director.

Commissioner Harper brought forward the resignation of the executive director for discussion. Scott Sellers, Kyle City Manager, recommended a formal acceptance by vote. Commissioner Lopez moved to accept the resignation of the executive director of the Housing Authority, Vickie Simpson effective December 31, 2016 per her resignation letter. Commissioner Adams seconded the motion. All voted aye; motion carried 4-0.

6. Set date for future meeting(s).

Commissioner Harper brought forward setting a date for future meetings for discussion. Mr. Sellers offered the Kyle City Hall as a location for their meetings, and encouraged scheduling their meetings on the availability of the facility. Commissioner Lopez moved to meet from 5:45 - 6:45 on December 8th, December 15th, and December 22 at Kyle City Hall. Commissioner Adams seconded the motion. All voted aye; motion carried 4-0.

V. Executive Session

7. Pursuant to Chapter 551, Texas Government Code, the Kyle Housing Authority reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting. The Kyle Housing Authority may convene into Executive Session pursuant to any lawful exception contained in Chapter 551 of the Texas Government Code including any or all of the following topics.

1. Pending or contemplated litigation or to seek legal advice pursuant to Section
2. Possible purchase, exchange, lease, or value of real estate pursuant to Section 551.072.
 - Burleson Road Right of Way Sale
3. Personnel matters pursuant to Section 551.074.
 - Executive Director Position

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Commissioner Lopez moved to adjourn into executive session pursuant to Section 551.072 – Burlson Road Right of Way Sale, and pursuant to Section 551.074 – Executive Director Position. Commissioner Rodriguez seconded the motion. All voted aye; motion carried 4-0.

The Kyle Housing Authority convened into executive session at 7:31 p.m.

8. Take action on items discussed in Executive Session.

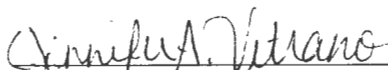
Commissioner Lopez moved to reconvene into open session. Commissioner Adams seconded the motion. All voted aye; motion carried 4-0.

The Kyle Housing Authority reconvened into open session at 8:01 p.m.

Commissioner Harper stated that no action took place in Executive Session and none would be taken now.

VI. ADJOURN

Commissioner Lopez moved to adjourn. Commissioner Adams seconded the motion. All voted aye; motion carried 4-0. With no further business to discuss, the Kyle Housing Authority adjourned at 8:02 p.m.


Minutes Prepared by:
Jennifer A. Vetrano, Kyle City Secretary


Daniel Harper, Chair