

**MINUTES OF THE MEETING  
OF THE MCALLEN HOUSING AUTHORITY REGULAR BOARD MEETING**

**Thursday, June 18, 2020**

CALL TO ORDER AND ROLL CALL- The Regular meeting of the Board of Commissioners of the McAllen Housing Authority was held Thursday, June 18, 2020, via teleconference. Chairman Ronnie Cruz called the meeting to order at 3:01 p.m. Present and attendance for roll call were:

Present: Chairman, Ronnie Cruz  
Vice-Chairman, Eliseo "Tito" Salinas  
Commissioner, Elva Cerda  
Commissioner, Rodrigo "Rudy" Elizondo  
Resident Commissioner, Antonio Cavazos  
Asst. City Attorney, Austin Stevenson

Absent: HCV Program Manager, Elena Saucedo

Staff: Executive Director, Rodolfo "Rudy" Ramirez  
Deputy Director, Daniel Delgado  
Executive Coordinator, Elisa De La Rosa  
Human Resource Specialist, Micaela Salazar  
Finance Director, Joe Garcia  
Assistant Finance Director, Jaime Ayala  
Compliance Manager, Rosie De La Garza  
Facilities Manager Assistant, Karina Rodriguez  
  
Megamorphosis, Jesse Miller

1) Call Meeting to Order – 3:01PM

2) Public Comment – **No Public Comment**

3) Action Items:

- A. Discussion and Possible Action to Approve Meeting Minutes of Regular Board Meeting from February 2020 through May 2020. **Chairman Ronnie Cruz entertained a motion to approve Meeting Minutes. Commissioner Elva Cerda made a motion to approve; seconded by Commissioner Rodrigo "Rudy" Elizondo. All approved; motion carried.**
- B. Discussion and Possible Action RFP MCAHA 01-2020 MHA Maintenance Building – Evaluation of Responsive Bids. **Chairman Ronnie Cruz reiterated that the Board instructed Megamorphosis to look into the lowest bidder, NM Construction, and negotiate the submitted bid amount. NM Construction decreased the total amount by \$20,000, bringing the amount to \$595,900. Chairman Cruz inquired about what that amount entailed. Megamorphosis Architect, Jesse Miller, stated that the initial bid tally was \$614,500 and the first ask from MCAHA to NM Construction for a Best and Final came in at \$610,000. Mr. Miller clarified that \$610,000 is an acceptable amount but \$595,900 is not accurate and the**



contractor has not shared what that amount includes. There are fourteen items being discussed with contractor for cost savings because contractor submitted Best and Final without getting it vetted by the architect. It was asked if Megamorphosis agreed with any of the fourteen items and Mr. Miller stated they were not in agreement with any. Megamorphosis recommended that MCAHA does not enter a contractual agreement with NM Construction at \$610,000 until they have completed the negotiations to possibly decrease that cost. Mr. Miller stated that there are a few items that do have potential cost savings: the landscape architect recommended decreasing the amount of irrigation and plants, moving from turf to hydro mulch, and the contractor found a less expensive light fixture that looks the same for the interior. Chairman Cruz stated that due to time constraints, his opinion would be to move forward with a contract in the amount of \$610,000. Chairman Cruz questioned if the monies were available to fund a \$610,000 project. Mr. Ramirez and Mr. Delgado both stated that it was available. Commissioner Rodrigo "Rudy" Elizondo asked if a plans review had been completed with city staff and Mr. Miller stated that the selected contractor would be responsible for requesting permits. Chairman Cruz asked the PHA Attorney, Austin Stevenson, if it was possible to move forward and change orders of the items out if needed, Mr. Stevenson stated that it was possible. Commissioner Elva Cerda made a motion to award the contract in the amount of \$610,000 with possible change orders; seconded by Commissioner Rodrigo "Rudy" Elizondo. All approved; motion carried.

- C. Discussion and Possible Action to Approve Resolution MCAHA 2020-02; A Resolution of the Housing Authority of the City of McAllen Approving the 2020-2021 Operating budgets for the Public Housing and Housing Choice Voucher Programs. Deputy Director, Daniel Delgado, stated that the Resolution presented was a HUD requirement that MCAHA submits formally accepting the budget for the Public Housing and Section 8 Programs. Mr. Delgado stated that the Public Housing total revenues were less than last year's due to the RAD Conversion. This year we are only receiving subsidy for Retama Village I & II and no dwelling rental for Vine Terrace. MCAHA received \$36,000 in CARES Act funds and is awaiting the final revision of eligible expenses from HUD. Commissioner Elva Cerda inquired about the difference from the draft and the final. Mr. Delgado stated that the final budget included the CARES Act funds and \$636,490 of Capital Fund. Chairman Cruz entertained a motion to approve the Resolution MCAHA 2020-02. Commissioner Elva Cerda made a motion to approve; seconded by Commissioner Antonio Cavazos. All approved; motion carried.
- D. Discussion and Possible Action to Approve the FY 2020-2021 McAllen Housing Authority Employee Organizational Chart. Chairman Ronnie Cruz entertained a motion to table Action Item 3)D. for further review. Commissioner Elva Cerda made a motion to approve; seconded by Vice-Chairman Eliseo "Tito" Salinas. All approved; motion carried.



- E. Discussion and Possible Action to Approve Resolution MCAHA 2020-03, A Resolution of the Housing Authority of the City of McAllen Approving a HUD Regulatory Waiver/Extension for the submission date of the PHA 5-Year and Annual Plan for the Public Housing and Housing Choice Voucher Programs. **Executive Director, Rodolfo "Rudy" Ramirez, stated that due to COVID-19, HUD was allowing additional time with a new deadline of October 18th, 2020. Commissioner Rodrigo "Rudy" Elizondo made a motion to approve; seconded by Commissioner Antonio Cavazos. All approved; motion carried.**
- 4) Non-Action Items:
- A. Update on Jackson/Green Jay Apts. Construction in Progress. **Deputy Director, Daniel Delgado, shared that the framing is in progress and the overall project is making good progress. Executive Director, Rodolfo "Rudy" Ramirez stated that in the future percentage of project completion would be provided.**
  - B. Update on Hibiscus Village LIHTC Application. **Deputy Director, Daniel Delgado, shared that a scoring notice from TDHCA was received and Hibiscus Village received the points requested by MCAHA. THDCA will announce awards in the month of July and will be doing so via webinar.**
  - C. Update on HCV Program Funding. **HUD has noticed that individuals nationwide are losing income due to COVID-19 so PHAs HAP Expense is increasing. It has been requested that PHAs monitor HAP Expenses. A funding shortfall monitoring watch list was received to ensure that HAP Expenses do not get out of control. MCAHA is working with HUD on the 2-year tool to make sure the HAP Expenses align correctly.**
  - D. Update on FSS Program. **Executive Coordinator, Elisa De La Rosa, shared that the amount of potential participants for June increased from two to five individuals who verbally committed to signing contracts. Resident Services plans to meeting the minimum enrollment by July 10th and exceed it by December 31st. FSS Coordinator, Maria Loreda, rolled out new marketing material consisting of flyers, posters, and brochures as well as working closely with Public Housing and HCV Caseworks to identify qualified candidates.**
- 5) Board Agenda Requests for June 2020 Board Meeting **Updates on litigations. \* Executive Director's Report. \* Financial Report. \* Dates for a Staff Training Retreat coordinated with the City Attorney's Office. \* Synopsis of Maintenance at Las Palomas. \* Policy Review. \* RAD Conversion Update.**
- 6) Adjournment. **Chairman Ronnie Cruz called for a motion to adjourn the meeting. The motion was made by Commissioner Elva Cerda; seconded by Commissioner Rodrigo "Rudy" Elizondo. All approved; motion carried. Meeting adjourned at 3:55PM.**



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Rodolfo "Rudy" Ramirez, Executive Director