



**TAKE NOTICE THAT A MEETING
OF THE PHFC JACKSON PLACE APARTMENTS CORPORATION
WILL BE HELD AT CITY HALL, COMMISSIONERS' ROOM,
118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS
COMMENCING AT 4:35 PM ON
MONDAY, DECEMBER 12, 2022**

The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and city ordinances. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law.

1. CALL TO ORDER:

A) Roll call and possible action on the excusing of any absent member.

2. PUBLIC TESTIMONY: *(Ordinance No. O-2019-45). A person intending on addressing the governing body may speak at a scheduled meeting of the governing body following registration with the presiding clerk and prior to the scheduled meeting. A registered speaker may speak only on items on the agenda and may not exceed 1.5 minutes when addressing the board regarding an agenda item. A registered speaker may not donate time to another speaker. A sign-in form for public testimony shall be promulgated by the presiding clerk and be made available at the city clerk's office. A person may sign up for public testimony beginning at the time the agenda is posted for the meeting. A person may not sign up later than one hour before the posted meeting is scheduled to begin. No registered speaker may be allowed to speak regarding an item once the public testimony portion of the agenda has ended.*

3. ADMINISTRATIVE:

A) Election of Officers - President, Vice-President, Secretary and Treasurer.

B) Approval of Minutes for September 17, 2018 Regular Meeting.

C) Consideration and action, if any, on Resolution authorizing bank signatories for the PHFC Jackson Place Apartments Corporation.

D) Consideration and action, if any, on Contract for Lease for Jackson Place Apartments.

E) Consideration and action, if any, on approving Minutes of Meeting of the Board of Directors of PHFC Jackson Place Apartments.

AGENDA – PHFC JACKSON PLACE APARTMENTS
December 12, 2022

4. CLOSED SESSION: *In accordance with Chapter 551 of the Texas Gov't. Code, the PHFC Jackson Place Apartments Corporation hereby gives notice that it may meet in a closed (non-public) executive session to discuss the items listed on the public portion of the meeting agenda in accordance with the following below:*

Pursuant to Section 551.071, the Corporation may convene in a closed, non-public meeting with its attorney and discuss any matters related to **legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.** The Corporation and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.072, the Corporation may convene in a closed, non-public meeting to discuss any matters related to **real property and deliberate the purchase, exchange, lease, or value of real property as such would be detrimental to negotiations between the Corporation and a third party in an open meeting.** The Corporation and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.074, the Corporation may convene in a closed, non-public meeting to discuss any matters related to **appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee.** The Corporation and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.075, the Corporation may convene in a closed, non-public meeting to discuss any matters with any and all **employees to receive information or question the employees.** The Corporation and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.076, the Corporation may convene in a closed, non-public meeting to discuss any matters on the **deployment, or specific occasions for implementation, of security personnel or devices.** The Corporation and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.084, the Corporation may convene in a closed, non-public meeting to discuss any matters involving an **investigation and may exclude a witness from hearing during the examination of another witness in the investigation.** The Corporation and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.086, the Corporation may convene in a closed, non-public meeting to discuss any matters regarding **economic development issues.** The Corporation and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

5. RECONVENE: *into Regular Session and consider action, if necessary, on any items(s) discussed in closed session.*

6. ADJOURNMENT:

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's Office at 956/402-4100 ext. 1003/1007 or FAX 956/702-5313 or E-mail hilda.pedraza@pharr-tx.gov or imelda.barrera@pharr-tx.gov for further information. Braille is not available.

I, the undersigned authority, do hereby certify that the above notice of said Meeting of the PHFC Jackson Place Apartments Corporation of the City of Pharr was posted on the bulletin board at City Hall and on the City's web page at www.pharr-tx.gov. This Notice was posted on the 9th day of December 2022 at 4:05 p.m. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).

WITNESS MY HAND AND SEAL, this 9th day of December 2022.





ANALI ALANIS, EXECUTIVE DIRECTOR
PHFC JACKSON PLACE APARTMENTS CORPORATION



AGENDA MEMORANDUM



BOARD: PHFC Jackson Place Apartments Corporation

AGENDA ITEM #: 3.B.

DATE SUBMITTED: December 9, 2022

MEETING DATE: December 12, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Approval of Minutes for September 17, 2018 Regular Meeting.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Issue: Minutes for meeting held on Monday, September 17, 2018 at 4:15 p.m.

Fiscal Consideration:

Staff Recommendation: Staff recommends approval.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza
City Management Office

Created/Initiated - 12/9/2022
Final Approval - 12/9/2022

**THE PHFC JACKSON PLACE APARTMENTS CORPORATION
MEETING MINUTES
COMMENCING AT 4:15 P.M.
MONDAY, SEPTEMBER 17, 2018**

PHFC Board Members Present: President Mayor Ambrosio Hernandez
Board Member Comm. Eleazar Guajardo
Board Member Comm. Roberto Carrillo
Board Member Comm. Ramiro Caballero
Board Member Comm. Daniel Chavez
Board Member Comm. Mario Bracamontes

Absent: Board Member Comm. Ricardo Medina

Staff Present: Juan G. Guerra, Executive Director
Ed Wylie, Deputy City Manager
Hilda Pedraza, City Clerk
Omar Anzaldua, City Engineer
Gary Rodriguez, Events Center Director
Karla Moya, Finance Director
Yesenia Ennis, HR
Jose Luengo, Police Chief
Lenny Perez, Fire Chief
Melanie Cano, Development Services Dir.
Rick Pedraza, Public Works Dir.
Jose Villescas, Public Utilities Dir.
Raul Garza, CDBG Director
Adolfo Garcia, Library Director
Luis Bazan, Bridge Director
Sandra Zamora, Purchasing Dir.
Daniel Ramirez, Communications Dir.

City Attorney: Patricia Rigney, City Attorney

ITEM 1 ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER OF THE BOARD

President Mayor Hernandez called the meeting to order at 4:31 pm. Roll call established a quorum.

Board Member Comm. Guajardo moved to excuse the absent member. Board Member Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

ITEM 2 PUBLIC COMMENTS

KC Fletcher stated if federal money was involved, they needed to follow the law correctly. He also spoke about Section 108 Loan findings and asked who was accountable for allowing the transfer of monies.

ITEM 3 ADMINISTRATIVE

A) CONSIDERATION AND ACTION, IF ANY, ON MINUTES FOR JANUARY 24, 2018

Juan G. Guerra, Executive Director, introduced the item and recommended approval.

Board Member Comm. Guajardo **moved** to approve minutes as submitted. Board Member Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

B) CONSIDERATION AND ACTION, IF ANY, ON BUDGET FOR PHFC JACKSON PLACE APARTMENTS FOR FISCAL YEAR 2018-2019

Juan G. Guerra, Executive Director, introduced the item and recommended approval.

Board Member Comm. Guajardo **moved** to approve. Board Member Comm. Carrillo seconded the motion and when put to a vote, it carried unanimously.

ITEM 4 CLOSED SESSION: IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOV'T. CODE, THE PHARR HOUSING FINANCE CORPORATION HEREBY GIVES NOTICE THAT IT MAY MEET IN A CLOSED (NON-PUBLIC) EXECUTIVE SESSION TO DISCUSS THE ITEMS LISTED ON THE PUBLIC PORTION OF THE MEETING AGENDA

None.

ITEM 6 RECONVENE INTO REGULAR SESSION, AND CONSIDER ACTION, IF NECESSARY ON ANY ITEM(S) DISCUSSED IN CLOSED SESSION

None.

ITEM 5 ADJOURNMENT

There being no further business to come before the board, Board Member Comm. Guajardo **moved** to adjourn. Board Member Comm. Carrillo seconded and when put to a vote the motion carried unanimously. Meeting adjourned at 4:35 p.m.

PHARR HOUSING FINANCE CORPORATION

President Mayor Ambrosio Hernandez

ATTEST:

Comm. Eleazar Guajardo, Secretary

Approved: _____



AGENDA MEMORANDUM



BOARD: PHFC Jackson Place Apartments Corporation

AGENDA ITEM #: 3.C.

DATE SUBMITTED: December 9, 2022

MEETING DATE: December 12, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on Resolution authorizing bank signatories for the PHFC Jackson Place Apartments Corporation.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Issue: Signatories need to be updated.

Fiscal Consideration:

Staff Recommendation: Approval

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Hilda Pedraza

Created/Initiated - 12/9/2022

Karla Saavedra

Approved - 12/9/2022

Patricia Rigney

Approved - 12/9/2022

City Management Office

Final Approval - 12/9/2022

STATE OF TEXAS § RESOLUTION NO. R-2022-_____

HIDALGO COUNTY §

PHFC JACKSON PLACE APARTMENTS CORPORATION §

WHEREAS, all checks require two separate signatures; and

WHEREAS, signature cards need to be authorized at Lone Star National Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE PHARR HOUSING FINANCE CORPORATION, THAT:

SECTION 1: Anali Alanis, Interim City Manager, is hereby added as signature authority and is hereby authorized to sign checks.

SECTION 2: Karla Saavedra, Finance Director, is hereby added as signature authority and is hereby authorized to sign checks.

SECTION 3: Edward Wylie, Deputy City Manager, is hereby added as signature authority and is hereby authorized to sign checks.

SECTION 4: Hilda Pedraza, City Clerk, is hereby added as signature authority and is hereby authorized to sign checks.

SECTION 5: Eleazar Guajardo, Commissioner Board Member, is hereby added as signature authority and is hereby authorized to sign checks.

SECTION 6: This Resolution shall be in full force and effect from after its passage by a majority vote of the Board.

PASSED, APPROVED AND ADOPTED BY THE PHFC JACKSON PLACE APARTMENTS CORPORATION, CITY OF PHARR TEXAS this 12th day of December, 2022.

PHFC JACKSON PLACE APARTMENTS CORPORATION

President

ATTEST:

Secretary



AGENDA MEMORANDUM



BOARD: PHFC Jackson Place Apartments Corporation

AGENDA ITEM #: 3.D.

DATE SUBMITTED: December 9, 2022

MEETING DATE: December 12, 2022

FROM: Hilda Pedraza, City Clerk

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on Contract for Lease for Jackson Place Apartments.

Classification: Closed Session

(* If closed session, City Attorney must review and approve.)

Issue:

Fiscal Consideration:

Staff Recommendation: Approval

Alternatives:

Exclude Material from Public Packet? No

Reason:

ROUTING:

Hilda Pedraza

Created/Initiated - 12/9/2022

Karla Saavedra

Approved - 12/9/2022

Patricia Rigney

Approved - 12/9/2022

City Management Office

Final Approval - 12/9/2022



AGENDA MEMORANDUM



BOARD: PHFC Jackson Place Apartments Corporation

AGENDA ITEM #: 3.E.

DATE SUBMITTED: December 9, 2022

MEETING DATE: December 12, 2022

FROM: Ed Wylie, Deputy City Manager

DEPARTMENT: Administration

DIRECTOR: Anali Alanis

Agenda Item: Consideration and action, if any, on approving Minutes of Meeting of the Board of Directors of PHFC Jackson Place Apartments.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Issue: selling jp

Fiscal Consideration:

Staff Recommendation: approval

Alternatives: disapprove

Exclude Material from Public Packet? No

Reason: negotiation and legal

ROUTING:

Ed Wylie

Created/Initiated - 12/9/2022

Karla Saavedra

Approved - 12/9/2022

Patricia Rigney

Approved - 12/9/2022

City Management Office

Final Approval - 12/9/2022