

**NBHA PUBLIC FACILITY CORPORATION
BOARD of DIRECTORS**

**Community Center
300 Laurel Lane
New Braunfels, Texas 78130
Thursday, October 15, 2026, at 5:15pm**



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300 Laurel Lane
New Braunfels, Texas 78130
Thursday, October 15, 2026, at 5:15pm**

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. CITIZENS' COMMUNICATION

This time is provided for members of the public to address the Board regarding items on the agenda or other matters within the Board's jurisdiction. In accordance with the Texas Open Meetings Act, the Board may not deliberate or take action on a matter raised during public comments that is not specifically listed on this agenda, except as otherwise permitted by law. Each speaker will be allowed five (5) minutes.

D. MINUTES

- Consideration and approval of minutes of the New Braunfels Housing Authority PFC meeting on July 16th, 2026.

E. INDIVIDUAL ITEMS FOR CONSIDERATION

- Consideration and possible action regarding approval of a resolution designating authorized signers on NBHA Public Facility Corporation bank accounts.

F. ADJOURNMENT.

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at New Braunfels City Hall on _____ at _____.

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Gayle Wilkinson, City Secretary

D. DRAFT MINUTES

Consideration and approval of minutes of the New Braunfels Housing Authority PFC meeting on July 16th, 2026.

**NEW BRAUNFELS HOUSING AUTHORITY PUBLIC FACILITY CORPORATION
BOARD OF DIRECTORS MEETING MINUTES**

Date: July 16, 2026

Time: 6:25 p.m. – 6:40 p.m.

Location: NBHA Community Center

1. Call to Order

The meeting of the New Braunfels Housing Authority Public Facility Corporation Board of Directors was called to order at 6:25 p.m. by the Chair.

It was noted that a quorum was present and that the existing members would continue to serve as directors of the Public Facility Corporation.

2. Citizens Communication

The Chair opened the floor for citizens' communication pursuant to the Texas Open Meetings Act. Citizens were advised that the Board would not discuss or take action on matters not posted on the agenda and that each citizen would be allotted five minutes to speak.

There were no citizens signed up to speak.

Citizens' communication was closed.

3. Consideration and Possible Action Regarding a Resolution to Elect Officers to the New Braunfels Housing Authority Public Facility Corporation Board of Directors

The Board discussed the election of officers for the Public Facility Corporation. It was explained that the Corporation has four officer positions: President, Vice President, Secretary, and Treasurer.

Legal counsel advised the Board that, as a nonprofit corporation under Texas law, the Corporation must have, at a minimum, a President and a Secretary. The Board discussed the option of combining the Secretary and Treasurer positions and the possibility of having an individual who is not a Board member serve as Secretary.

The Board further discussed deferring the remaining officer positions until additional Board members are appointed and the Board meets again in October. It was noted that the officers of

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the Public Facility Corporation could subsequently be aligned with the officers of the New Braunfels Housing Authority, if the Board so chooses.

Following discussion, the following officers were nominated:

President: Ms. Samples

Vice President: Mr. Holster

Secretary: Ms. Sias

A motion was made to elect the above-named individuals to the respective officer positions.

Motion: Made and seconded.

Vote: All present voted in favor.

Result: Motion carried unanimously.

The Board noted that the officer appointments may be revisited at a future meeting, including the anticipated October meeting, following the appointment of additional Board members.

4. Consideration and Possible Action Regarding the Park at Dogwood Apartments Transaction

The Board considered the proposed Park at Dogwood Apartments transaction. Staff recommended approval of the transaction by the Public Facility Corporation and authorization of all documents and actions necessary to complete the development, financing, ownership, and construction structure for the project.

The Board was provided an opportunity to ask questions regarding the transaction. Following discussion, the Chair stated that approval was appropriate.

A motion was made to approve the Park at Dogwood Apartments transaction and authorize the necessary documents and actions to complete the development, financing, ownership, and construction structure for the project.

Motion: Made and seconded.

Vote: All present voted in favor; no opposition was stated.

Result: Motion carried unanimously.

5. Adjournment

There being no further business, the Chair stated that, if there was no objection, the meeting would be adjourned.

There was no objection.

The meeting was adjourned at 6:40 p.m.

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Respectfully submitted,

Secretary
New Braunfels Housing Authority Public Facility Corporation

Approved: _____

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D. INDIVIDUAL ITEMS FOR CONSIDERATION

1. Consideration and possible action regarding approval of a resolution designating authorized signers on NBHA Public Facility Corporation bank accounts.

SUBJECT:

Consideration and possible action regarding Resolution No. 202610150001 approval of a resolution designating authorized signers on NBHA Public Facility Corporation bank accounts.

BACKGROUND AND RATIONAL:

The NBHA Public Facility Corporation (“PFC”) maintains bank accounts necessary to conduct its financial operations and to receive, hold, disburse, and otherwise manage funds related to its activities. From time to time, it is necessary to formally establish or update the individuals authorized to conduct banking transactions on behalf of the PFC. Establishing authorized signers provides the financial institution with clear documentation of the individuals who have authority to access and transact on the PFC’s accounts and allows the PFC to maintain uninterrupted banking operations.

FISCAL IMPACT:

NONE

STAFF RECCOMENDATION:

Staff recommends approval of Resolution No. 202610150001 designating the authorized signers on NBHA Public Facility Corporation bank accounts.

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RESOLUTION NO. 202610150001

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NEW BRAUNFELS HOUSING AUTHORITY PUBLIC FACILITY CORPORATION DESIGNATING AUTHORIZED SIGNERS ON CERTAIN BANK ACCOUNTS OF THE CORPORATION; AUTHORIZING CERTAIN ACTIONS WITH RESPECT TO SUCH ACCOUNTS; AND PROVIDING FOR RELATED MATTERS

WHEREAS, the New Braunfels Housing Authority Public Facility Corporation (the “Corporation”) is a public facility corporation organized and existing pursuant to Chapter 303, Texas Local Government Code, and applicable law; and

WHEREAS, the Corporation maintains, or may establish, one or more bank accounts for the receipt, deposit, disbursement, and administration of funds of the Corporation; and

WHEREAS, the Board of Directors of the Corporation (the “Board”) desires to designate authorized signers for the Corporation’s bank accounts and to establish appropriate authority for the execution of checks, withdrawals, transfers, banking documents, and other instruments on behalf of the Corporation; and

WHEREAS, the Board finds that designating authorized signers is necessary and appropriate for the orderly administration and financial operations of the Corporation;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NEW BRAUNFELS HOUSING AUTHORITY PUBLIC FACILITY CORPORATION THAT:

Section 1. Designation of Authorized Signers

The following individuals are hereby designated as authorized signers on the bank accounts of the New Braunfels Housing Authority Public Facility Corporation:

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

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In addition, the following staff member(s), if applicable, are authorized to conduct banking activities and execute documents on behalf of the Corporation to the extent specifically authorized by the Board:

Name/Title: _____

Section 2. Authority of Authorized Signers

The authorized signers designated herein are authorized, subject to applicable law, the Corporation's governing documents, and any limitations imposed by the Board, to execute checks, drafts, withdrawal orders, transfer instructions, deposit documents, account agreements, signature cards, certifications, and other documents reasonably necessary to establish, maintain, and administer the Corporation's bank accounts.

Section 3. Banking Institutions

The officers of the Corporation are authorized to provide this Resolution and any related certifications, signature cards, or other documentation to any bank or financial institution with which the Corporation maintains or establishes an account and to take such actions as may be necessary to implement this Resolution.

Section 4. Dual-Signature Requirement

Unless otherwise specifically authorized by the Board or required by the applicable financial institution, disbursements or withdrawals in excess of \$_____ shall require the signatures of two authorized signers.

Section 5. Prior Actions

All actions previously taken by the officers, directors, or authorized representatives of the Corporation that are consistent with the purposes and intent of this Resolution are hereby ratified, confirmed, and approved.

Section 6. Superseding Authority

This Resolution supersedes any prior designation of authorized signers for the Corporation's bank accounts to the extent inconsistent with this Resolution.

Section 7. Effective Date

This Resolution shall become effective immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED

NBHA PUBLIC FACILITY CORPORATION
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this _____ day of _____, 2026, by the Board of Directors of the New Braunfels Housing Authority Public Facility Corporation.

NEW BRAUNFELS HOUSING AUTHORITY

PUBLIC FACILITY CORPORATION

President/Chair

Date: _____

Secretary: _____

Date: _____

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CERTIFICATE FOR RESOLUTION

I, the undersigned, being the duly authorized Secretary/Secretary-Treasurer of the NBHA Public Facility Corporation (the “Corporation”), hereby certify that the following resolutions were duly considered and approved by the Board of Directors of the Corporation at a meeting duly called and held on _____, 2026, at which meeting a quorum was present and acting throughout.

RESOLUTION NO. 202610150001

DESIGNATION OF AUTHORIZED SIGNERS ON CORPORATION BANK ACCOUNTS

WHEREAS, the NBHA Public Facility Corporation maintains certain bank accounts and financial accounts in connection with the business and operations of the Corporation; and

WHEREAS, it is necessary and appropriate to formally designate authorized signers for such accounts and to establish the authority of such individuals to conduct banking transactions on behalf of the Corporation;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the NBHA Public Facility Corporation hereby authorizes and designates the following individuals as authorized signers on the Corporation’s bank accounts:

Name/Title _____

Name/Title _____

Name/Title _____

FURTHER RESOLVED, that the authorized signers shall have such authority as is permitted by the applicable financial institution’s account agreements and the policies of the Corporation, including the authority to sign checks, execute withdrawal requests, transfer funds, endorse instruments, obtain account information, and perform other banking transactions on behalf of the Corporation, as applicable.

FURTHER RESOLVED, that the officers of the Corporation are authorized and directed to execute and deliver any documents and take any actions necessary or appropriate to implement this resolution and establish or update the Corporation’s banking records.

FURTHER RESOLVED, that this resolution shall remain in full force and effect until amended or rescinded by the Board of Directors.

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E. ADJOURNMENT.