

HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MARCH 23, 2021 3:00 P.M.

Pursuant to the March 16, 2020 notice issued by the Office of the Texas Attorney General and in accordance with applicable portions of the Texas Open Meetings Act, this meeting is being held via Telephone Conference

DIAL IN:

US Toll-free 1-888-475-4499
Local Number 1-346-248-7799
Meeting ID: 841 0640 0732



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Transforming Lives & Communities

2640 Fountain View Drive, Houston, Texas 77057 | Phone 713.260.0500 | Mark Thiele, *Interim President & CEO*

Board of Commissioners: LaRence Snowden, *Chair* | Kristy Kirkendoll | Dr. Max A. Miller, Jr. | Guillermo “Will” Hernandez | Stephanie A.G. Ballard | Andrea Hilliard Cooksey | Kris Thomas

BOARD OF COMMISSIONERS MEETING

Tuesday, March 23, 2021

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BOARD OF COMMISSIONERS MEETING
TUESDAY, MARCH 23, 2021

PURSUANT TO THE MARCH 16, 2020 NOTICE ISSUED BY THE OFFICE OF THE TEXAS ATTORNEY GENERAL AND IN ACCORDANCE WITH APPLICABLE PORTIONS OF THE TEXAS OPEN MEETING ACT, THIS MEETING IS BEING HELD VIA TELEPHONE CONFERENCE

US Toll-free 1-888-475-4499; Local Number 1-346-248-7799; Meeting ID: 841 0640 0732

AGENDA

- I. Call to Order
- II. Roll Call
- III. Introduction of the Spanish Interpreter
- IV. Approval of the February 23, 2021 Houston Housing Authority Board Meeting Minutes
- V. Approval of the March 1, 2021 Houston Housing Authority Board Meeting Minutes
- VI. Approval of the March 12, 2021 Houston Housing Authority Board Meeting Minutes
- VII. Interim President's Report
- VIII. Public Comments (To Make Comments during the Public Comments Section - Push *9 to raise hand for your question/comment)
- IX. 2100 Memorial Public Hearing (To Make Comments during the Public Hearing - Push *9 to raise hand for your question/ comment)
- X. New Business
 - a. **Resolution No. 3247:** Consideration and/or to take action to authorize the Interim President & CEO or designee to enter into Insurance contracts with Housing Authority Insurance Group
 - b. **Resolution No. 3248:** Consideration and/or to take action to authorize the Interim President & CEO or designee award Project-Based Vouchers to New Hope Housing at Dale Carnegie
 - c. **Resolution No. 3249:** Consideration and or to take action to authorize the Interim President & CEO or designee to execute a contract with Premier LogiTech for purchase and services for Premium COVID Response One-Stop Kiosks
 - d. **Resolution No. 3250:** Consideration to approve and ratify all action taken by the Authority at the March 12, 2021, Special Board of Commissioners Meeting, including all action taken by the Interim President & CEO or designee in furtherance of transactions contemplated by the following resolutions considered and approved at such meeting relating to the Standard at Jensen development:

- A. Resolution No. 3244: Consideration and/or possible action authorizing a resolution superseding Board Resolution Nos. 3163 and 3164 and authorizing the Interim President & CEO or designee to create “Jensen PFC,” a public facility corporation for, among other purposes, ownership of property located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, TX 77020, and to approve and ratify the Certificate of Formation of the Corporation and adopt bylaws.
 - B. Resolution No. 3245: Consideration and/or possible action authorizing a resolution superseding Board Resolutions Nos. 3165 and 3166 and authorizing the Interim President & CEO or designee to take all actions necessary or convenient to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, TX 77020, including but not limited to determining the scope of the development (e.g., phasing, number of units, etc.) and to ratify and confirm all prior actions taken by the Interim President & CEO or his designee in connection with the same.
- e. **Resolution No. 3251:** Consideration and/or take action to authorize the Houston Housing Authority’s facilitation of the conveyance and development of 2100 Memorial Apartments, to be located at 2100 Memorial Drive, Houston, Texas 77007, and the execution of all required documents

XI. Executive Session

Convene an Executive Session to discuss:

- a. Personnel matters in accordance with Section 551.074 of the Texas Government Code
 - b. Legal issues in accordance with Section 551.071 of the Texas Government Code
 - c. Real estate matters in accordance with Section 551.072 of the Texas Government Code
1. **Resolution No. 3252:** Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners for the development of Waterworks Highline Phase II at or about 2101 North Shepherd, Houston TX 77008
 2. **Resolution No. 3253:** Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Greystar Development Central for the development of Greystar Buffalo Speedway at or about the Southwest corner of Buffalo Speedway and Airport Boulevard, Houston TX 77045
 3. **Resolution No. 3254:** Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Trammell Crow Residential for the development of Allora Northwest Crossing located at or about 5550 Bingle Road, Houston TX 77092.
 4. **Resolution No. 3255:** Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding for the acquisition of Ashford Apartments located at or about 1200 N Dairy Ashford Houston, TX 77079
 5. **Resolution No. 3256:** Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding for the acquisition of Eclipse Apartments located at or about 1725 Crescent Plaza Dr. Houston TX 77077

XII. Reconvene Public Session to take action on Executive Session agenda items

XIII. Adjournment

MINUTES OF THE HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

Tuesday, February 23, 2021

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, February 23, 2021, via telephone conference pursuant to the March 16, 2020 Notice issued by the Office of the Texas Attorney General and in accordance with the applicable portions of the Texas Open Meetings Act. The U.S. toll-free number was 1-888-475-4499, the local number was 1-346-248-7799 and the meeting identification number was 852 8906 6076.

Chair Snowden began by stating, welcome to the Houston Housing Authority Board of Commissioners meeting rescheduled for today, Tuesday, February 23, 2021 at 3:00 p.m. due to the weather-related issues we had last week. I hope that everyone is getting back on their feet if you encountered any problems or issues but we would like to welcome you today to our Board of Commissioners meeting. We are glad that we are able to take care of some of the business for the constituents that we serve.

Chair Snowden called the meeting to order at 3:01 p.m. Secretary Thiele called the roll and declared a quorum present. Chair Snowden offered the use of an interpreter, who has been instructed to be on teleconference as well and will be available to Spanish speakers who may need assistance for public comments only. Olga Infante was asked to introduce herself in Spanish and let the attendees know of her service.

Present: LaRence Snowden, Chair
 Kristy Kirkendoll, Vice Chair
 Kris Thomas, Commissioner
 Andrea Hilliard Cooksey, Commissioner
 Stephanie A.G. Ballard, Commissioner
 Dr. Max A. Miller, Jr., Commissioner
 Mark Thiele, Secretary

Absent: Guillermo “Will” Hernandez, Commissioner

Chair Snowden continued, before we go further, I did open with, just talking about the delay of the meeting to this week but I really want to highlight that and for those individuals that may have been impacted or were impacted by the storm and the electrical outages and water outages and all of the problems that we have encountered in the City of Houston and throughout Harris County. I want to let you know that we are praying for you and I am sure that Mr. Thiele is going to have some information and to talk briefly about maybe some of the impact on some of our properties at work that has been done.

APPROVAL OF MINUTES

Chair Snowden stated the Board has had an opportunity to review the January 26, 2021, Board of Commissioners Meeting minutes. He asked for a motion to adopt the January 26, 2021 meeting minutes.

Commissioner Miller moved to adopt the January 26, 2021, Board of Commissioners meeting minutes. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to the January 26, 2021 Board of Commissioners Meeting minutes. Having none, the minutes are adopted.

Chair Snowden stated we will now move to the Interim President's report.

INTERIM PRESIDENT'S REPORT

Secretary Thiele stated, I would first like to start by echoing your concern for all that can hear our voices today. I hope you are doing OK. We are a resilient bunch in Houston and in Texas but we are certainly being tried recently and last week was extremely trying. As with much of Texas, our residents and staff face the consequences of a massive power grid failure, of widespread power and water issues meaning that all of our properties in central office were affected.

HHA staff and residents remained pro-active throughout the weather event. We had staff and PMC's providing targeted support to the developments where able, particularly Monday through Thursday relative to senior developments, Lyerly, Bellerive, Telephone Road. As I mentioned of course, all of our properties were affected and those were no different. In those cases, we were fortunate to have permanent generators on those sites. Staff and PMC's, with the help of the office emergency management, were regularly directing diesel to fuel those generators and we were able to adjust and bring up power where that was none on those properties. I appreciate the work of Housing Community Development OEM for their support relative to that.

By Thursday of course, we were working on water and food distribution in conjunction with the city and the Mayor's efforts and council members supported our water distribution as did State Senator Miles and Congresswoman Jackson-Lee so we have had water distributed at a number of the sites. Also, on Thursday, we conducted a door-to-door wellness check for seniors and found no seniors to be missing or in need of immediate assistance so I want to appreciate public housing operations and our PMC's for getting right on that. Obviously, we were concerned about folks and the challenges that they were facing.

As of today, the power has been fully restored and water is available at all properties although we have some water issues because of much of Houston and Harris County is suffering which is a cracked or leaking pipe system-wide. As of this moment within our public housing developments, we transferred three families but we do keep an eye on what the needs are so that we can address them quickly and we are rapidly working to address all of the pipe issues where they exist. It is a challenging moment for the city, county and state and we will get through this as Houstonians do with resilience and by helping each other.

In terms of COVID-19, as a state up over 2.6 million cases and 42,400 folks have passed. Here in Harris County and Houston, 343,000 confirmed cases and deaths just under a 5,000 so now is not the time to let down your guard. I have been saying regularly about what everyone knows about testing, masking, social distance and washing your hands and now as it becomes more and more available, please seek out vaccination. The week before the weather event had a mass testing event just in 93 folks at Lyerly and we had our first mass vaccination event supported by Houston Health Department area agency on aging. I want to thank Stephen Williams, the Director for his personal involvement, and Deborah Moore, and Chairman Snowden for getting involved but we had 69 folks vaccinated in the event. We look forward to doing more of those and more are occurring as I speak. Going into the weather event, we were assisting folks again, thanks to see Senator Miles and our chairman and getting tested at TSU, primarily folks from Cuney but others as we could get the word out. That is ongoing and has been ongoing since TSU we started that so we appreciate TSU and St. Luke's in their efforts to maximize our health in the work that we are doing.

I would also just like to direct everyone's attention to a mass vaccination event co-sponsored by Houston Health Department and Harris County Public Health in a FEMA supported effort at NRG park which will be, my

understanding is 21 straight days, 6,000 people per day 126,000 folks getting first doses before transitioning to 2nd doses immediately to follow those first three weeks. If you are not on the wait list with the Houston Health Department or Harris County Public Health, I highly encourage you to do so if you can hear me, as they work to support our health as well so please do not hesitate.

Finally, just an update, we will continue to monitor the progress of the Biden-Harris \$1.9 trillion relief plan. We may see that finalized before we meet again in March and that is certainly my hope.

Secretary Thiele stated that this concludes his Interim President's Report respectfully submitted.

Chair Snowden thanked Secretary Thiele. He continued by saying, just a couple of follow-ups from the Chairman on behalf of the Board, I would like to thank PHO and especially Gilda Jackson, who has been doing a yeoman's job! Senator Miles got involved with, not just testing, but the vaccines that Texas Southern University in partnership with St. Luke's Baylor, are doing on the campus and she has done an amazing job of coordinating with Cuney as well as others. Senator Miles was determined to increase the number of vaccines in communities of color. Communities of need most deserving of and needing more attention and that was brought to light and just wanted to say kudos to her as ongoing continuing and she is working, as well as others with the PHO staff. Folks at Cuney also with the property management team, George Griffith, and the rest of George's team, working on that so I just wanted to say that publicly to you all.

Also, I think there are some PSA's that are running, trying to encourage our people to get vaccinated and I think everyone knows of the hurdles we face primarily within, I would say, just the African American community but probably other minority communities on vaccinations but we need to educate as many as possible and just give them the right information so that they are able to make decisions on vaccinations themselves. I would also like to say the folks at NAHRO reached out to me after the storm and our situation last week and were very encouraging as to what assistance, if they could help us, they wanted to provide to us. I wanted to make sure that went on record as well.

Chair Snowden stated we will now move forward to public comments.

PUBLIC COMMENTS

Chair Snowden stated if an individual would like to make public comments at this time to press *9 to raise your hand for your question or comment. Speakers will be allowed three (3) minutes for public comments. Speakers will only be allowed to speak once. I will inform you when your three minutes have expired. The Board will generally not provide responses to the comments or answer any questions. However, HHA residents making comments are encouraged to clearly state their name and the property where you reside. We will have someone from the property management team or from our staff, to reach out to you directly regarding any issue or concern you may have.

Chair Snowden stated, before we get started, some may have heard me say October 26, 2021 for the minutes. If I did, it was by mistake and it should have been January 26, 2021 so I am going to make that correction.

We will now open up the lines for public comments.

Alexandra Smither is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

George Barrow is a resident of Woodland Heights and is against Resolution No. 3244 and Resolution No. 3245.

Harrison Humphries is against Resolution No. 3244 and Resolution 3245.

Nakia Sims is a resident of Historic Oaks of Allen Parkway Village and is calling to speak up against environmental injustice and concerns about her unit.

Chloe Cook is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Christina (last name unknown) lives in zip code 77008 and is against Resolution No. 3244 and Resolution No. 3245.

Karina Barbosa is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Molly Cook is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Katie Webber is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Wayne Dolcefino Expressed various concerns regarding the resolution/proposal and compliance with open meetings laws.

Mary Schultz is a resident of Houston Heights and is against Resolution No. 3244 and Resolution No. 3245.

Kendra London is a resident of Fifth Ward and is against Resolution No. 3244 and Resolution No. 3245.

Chair Snowden stated, thank you callers for your interest and your advocacy for our residents as well as the work that we do and we appreciate the concern that is being shown especially for the individuals that we serve.

We will now move forth to the Jensen Public Hearing.

JENSEN PUBLIC HEARING

Chair Snowden stated the Jensen Public Hearing is now open for comments. If there is an individual of the public who wishes to comment on the Jensen proposal, press *9 to raise your hand for any questions or comments.

Chair Snowden stated Jensen is our proposed PFC deal that will be located at the Southwest corner of Jensen Drive and Clinton Drive. The deal was previously approved in April 2020 as a two-phased multi-family development, Jensen North and Jensen South. It has since been condensed to a single-phase multi-family housing development. This hearing is with respect to the approval of the combined phasing into a single-phase of at least 435 units. The PFC will own the land and lease it to the project owner under the long-term ground lease. No less than 51% of the units intended for rental to persons of low and moderate income as we previously discussed. It will also include 85 Section 8 project-based vouchers units. So, the funding will go forth as HHA contributed to the project sourced from the TXDOT funding that we received from the sale of Clayton Homes.

Chair Snowden stated we will now open up to see if there are additional comments to be made during this public hearing.

Chair Snowden stated we have a hand raised.

JENSEN PUBLIC HEARING COMMENTS

Susan Graham is a resident of Houston 77009 zip code and is against Resolution No. 3244 and Resolution No. 3245.

Sabrina Perez is a resident of the Jensen area and is against Resolution No. 3244 and Resolution No. 3245.

Claire Hopper is a resident of Houston 77009 zip code and is against Resolution No. 3244 or Resolution No. 3245.

Asanaya Sims, daughter of Nakia Sims. Very little was heard. Chair Snowden asked if she was still on the phone and that we were unable to hear her. She replied by saying thank you for your time, that's all.

Chair Snowden stated, we do thank everyone for their comments and their concerns for the work that we are doing here at the Houston Housing Authority. I just want to make sure I am on the record stating that, not to respond directly to anyone but, to just say that we appreciate all of the concerns that you may be making on behalf of the residents and the individuals that we serve within the community. I do ask that all take note and become educated even more so about public housing, affordable housing and the much-needed work that is needed within the City of Houston. Also, to say that the residents that we serve, we serve diligently and we do all that as a priority. We make sure that our residents are our priority so comments and notes that you have provided us will be taken and we will continue to do the work of providing safe, affordable, clean, respectful housing for these individuals.

Chair Snowden stated we will now move to New Business.

NEW BUSINESS

Resolution No. 3241 – Consideration to authorize the Interim President & CEO or designee to award Project-Based Vouchers to Brinshore Development, LLC (Manson Place)

Secretary Thiele stated Resolution No. 3241 is being presented by Robin Walls, Vice President of Housing Choice Voucher Program.

Robin walls stated, Resolution No. 3241 this resolution indicates that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to conditionally award sixty-six (66) Project-Based Vouchers to Brinshore Development, LLC (Manson Place) at the southwest corner of Reeves Street and Scott Street Houston, TX 77004, pursuant to the memorandum dated February 1, 2021 from myself to Mark Thiele, Interim President & CEO. With respect to this resolution, I recommend that that the Board of Commissioners adopt this resolution.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3241.

Commissioner Thomas moved to approve Resolution No. 3241. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3241. Having none, Resolution No. 3241 is adopted.

Chair Snowden said we will now move to Resolution No. 3242.

Resolution No. 3242 – Consideration to authorize the Interim President & CEO or designee to execute a contract with ERC for the street repairs at Long Drive town-homes

Secretary Thiele stated that Resolution No. 3242 will be presented by Mr. Cody Roskelley, Vice President of Real Estate and Development.

Mr. Roskelley stated, Resolution No. 3242 is that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with ERC Environmental & Construction Services, Inc. (dba ERC) to perform street repairs at Long Drive Townhomes in the amount of \$132,554.15. Staff recommends that the Board adopt this resolution.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3242.

Commissioner Cooksey moved to approve Resolution No. 3242. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3242. Having none, Resolution No. 3242 is adopted.

Chair Snowden said we will now move to Resolution No. 3243

Resolution No. 3243 – Consideration to authorize the Interim President & CEO or designee to execute a contract with NETSYNC Network Solutions for purchase of laptop computers with associated accessories

Secretary Thiele stated that Resolution No. 3243 will be presented by Mr. Roy Spivey, Director of Information Technology.

Mr. Spivey stated, Resolution No. 3243 is that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with NETSYNC for the purchase of Laptop Computers and associated accessories in an amount of \$340,219.50, pursuant to the memorandum dated February 8, 2021 from Roy Spivey, Director of Information Technology to Mark Thiele, Interim President & CEO.

Mr. Spivey continued, this resolution asks that we purchased 118 laptops which will be for new hires and replacing aging equipment. We had 6 responses to the RFP and the winning score was with NETSYNC Network Solutions which is a MWBE and a local vendor. The evaluation committee consisted of Roy Spivey, Director of IT, William Bryant, Energy Manager and Barry Hughes, Network Administrator. This will be funded by the CARES Act. Staff recommends the Board approve this resolution.

Chair Snowden stated the Board has heard the resolution presented by Mr. Spivey and asked for a motion to adopt Resolution No. 3243.

Commissioner Ballard moved to approve Resolution No. 3243. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3243. Having none, Resolution No. 3243 is adopted.

Chair Snowden stated, at this time I would like to entertain a motion to table Resolution No. 3244 and Resolution No. 3245 to allow us to go into Executive Session.

Commissioner Thomas moved to table Resolution No. 3244 and Resolution No. 3245. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to table Resolution No. 3244 and Resolution No. 3245. Having none, Resolution No. 3244 and Resolution No. 3245 have been tabled.

EXECUTIVE SESSION

Chair Snowden suspended the Public Session on Tuesday, February 23, 2021 at 4:11 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

PUBLIC SESSION RECONVENED

Chair Snowden reconvened the Public Session at 4:36 p.m.

ADJOURNMENT

Chair Snowden stated, we have no other items on the agenda for today so I will ask for a motion to adjourn the meeting.

Commissioner Thomas moved to adjourn. Commissioner Ballard seconded. Chair Snowden stated, having been moved and properly seconded, this meeting is adjourned at 4:36 p.m.

MINUTES OF THE HOUSTON HOUSING AUTHORITY SPECIAL BOARD OF COMMISSIONERS MEETING

Monday, March 1, 2021

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Monday, March 1, 2021, via telephone conference pursuant to the March 16, 2020 Notice issued by the Office of the Texas Attorney General and in accordance with the applicable portions of the Texas Open Meetings Act. The U.S. toll-free number was 1-888-475-4499, the local number was 1-346-248-7799 and the meeting identification number was 897 5790 7628.

Chair Snowden called the meeting to order at 2:00 p.m. Secretary Thiele called the roll and declared a quorum present. Chair Snowden offered the use of an interpreter, who has been instructed to be on teleconference as well and will be available to Spanish speakers who may need assistance for public comments only. Olga Infante was asked to introduce herself in Spanish and let the attendees know of her service.

Present: LaRence Snowden, Chair
 Kristy Kirkendoll, Vice Chair
 Kris Thomas, Commissioner
 Andrea Hilliard Cooksey, Commissioner
 Stephanie A.G. Ballard, Commissioner
 Mark Thiele, Secretary
 Dr. Max A. Miller, Jr., Commissioner
 Guillermo “Will” Hernandez, Commissioner

PUBLIC COMMENTS

Chair Snowden stated, this is an opportunity for the public to provide comment on any of the resolutions before us today. If an individual would like to make public comments at this time to press *9 to raise your hand for your question or comment. Speakers will be allowed three (3) minutes for public comments. Speakers will only be allowed to speak once. I will inform you when your three minutes have expired. The Board will generally not provide responses to the comments or answer any questions. However, HHA residents making comments are encouraged to clearly state their name and the property where you reside. We will have someone from the property management team or from our staff, will reach out to you directly regarding any issue or concern you may have

Chair Snowden asked if there are any individuals that would like to make public comments at this time.

Molly Cook is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Charles Thompson is a resident of Third Ward and is against Resolution No. 3244 and Resolution No. 3245.

Isabel (last name unknown) is a resident of Fifth Ward and is against Resolution No. 3244 and Resolution No. 3245.

Katie Chrisman is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Kendra London is a resident of Fifth Ward and is against Resolution No. 3244 and Resolution No. 3245.

Chloe Cook is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Joseph McGuire is a resident in Seattle and is against Resolution No. 3244 and Resolution No. 3245.

Catherine (last name unknown) is a resident of Third Ward and is against Resolution No. 3244 and Resolution No. 3245.

Alexandra Smither is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Mary Schultz is resident of Houston Heights and is against Resolution No. 3244 and Resolution No. 3245.

Katie Webber is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Karina (last name unknown) is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Claire Hopper is a resident of Houston 77009 and is against Resolution No. 3244 and Resolution No. 3245.

George Barrow is a resident of Woodland Heights and is against Resolution No. 3244 and Resolution No. 3245.

Susan Graham is a resident of Houston 77009 and is against Resolution No. 3244 and Resolution No. 3245.

David Espinoza is a resident of North Houston and is against Resolution No. 3244 and Resolution No. 3245.

Asia (last name unknown) is a resident of Second Ward and is a supporter of Resolution No. 3244 and Resolution No. 3245.

Michelle Ferrell is a resident in the Hobby area and is a supporter of Resolution No. 3244 and Resolution No. 3245.

Chair Snowden stated he will now move forth with the New Business.

NEW BUSINESS

Chair Snowden stated, at this time I would like to entertain a motion to table Resolution No. 3244 and Resolution No. 3245.

Commissioner Ballard moved to table Resolution No. 3244 and Resolution No. 3245. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to tabling Resolution No. 3244 and Resolution No. 3245. Having none, Resolution No. 3244 and Resolution No. 3245 have been tabled.

Chair Snowden asked Secretary Thiele if we can go forward with Resolution No. 3246 and the response was affirmative.

Resolution No. 3246: Consideration and/or action to approve the implementation of HUD waivers related to the administration of the Housing Choice Voucher Program and Public Housing Operations and statutorily required community service in accordance with HUD PIH notice 2020-33

Secretary Thiele stated, Resolution No. 3246 is that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to implement HUD waivers of the statutorily required community service in accordance with HUD's PIH notice 2020-33, pursuant to the memorandum dated February 25, 2021, from Nagisa Alan Isa, Policy Analyst to Mark Thiele, Interim President & CEO.

Basically, this would waive the requirement again for required community service in accordance with the availability that is currently allowed by HUD waivers. The period of availability currently ends on June 30, 2021. Accordingly, staff recommends the adoption of this resolution.

Chair Snowden stated the Board has heard the resolution presented by Secretary Thiele and asked for a motion to adopt Resolution No. 3246.

Commissioner Cooksey moved to approve Resolution No. 3246. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3246. Having none, Resolution No. 3246 is adopted.

Chair Snowden stated at this time, the Board will move into Executive Session.

EXECUTIVE SESSION

Chair Snowden suspended the Public Session on March 1, 2021 at 2:54 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

PUBLIC SESSION RECONVENED

Chair Snowden reconvened Public Session at 3:09 p.m.

ADJOURNMENT

Chair Snowden remarked, there is no more items on the agenda. I would like to ask for a motion to adjourn the meeting.

Commissioner Ballard moved to adjourn. Commissioner Cooksey seconded. The meeting adjourned at 3:09 p.m.

Chair Snowden concluded by stating, the two Board of Directors Meetings, Jensen Public Facility and APV Redevelopment Corporation, will be postponed. They will be re-posted once those meetings have been set. Thank you to everyone still on the call and we look forward to seeing you at our next meeting.

**MINUTES OF THE HOUSTON HOUSING AUTHORITY
SPECIAL BOARD OF COMMISSIONERS MEETING**

Friday, March 12, 2021

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Friday, March 12, 2021, via telephone conference pursuant to the March 16, 2020 Notice issued by the Office of the Texas Attorney General and in accordance with the applicable portions of the Texas Open Meetings Act. The U.S. toll-free number was 1-888-475-4499, the local number was 1-346-248-7799 and the meeting identification number was 882 8262 4987.

Chair Snowden called the meeting to order at 2:00 p.m. Secretary Thiele called the roll and declared a quorum present. Chair Snowden offered the use of an interpreter, who has been instructed to be on teleconference as well and will be available to Spanish speakers who may need assistance for public comments only. Our interpreter was not yet on the call. Chair Snowden asked to be notified once that person has logged in.

Present: LaRence Snowden, Chair
 Kristy Kirkendoll, Vice Chair
 Kris Thomas, Commissioner
 Andrea Hilliard Cooksey, Commissioner
 Stephanie A.G. Ballard, Commissioner
 Mark Thiele, Secretary
 Dr. Max A. Miller, Jr., Commissioner
 Guillermo “Will” Hernandez, Commissioner

PUBLIC COMMENTS

Chair Snowden stated, this is an opportunity for the public to provide comment on any of the resolutions before us today. If an individual would like to make public comments at this time to press *9 to raise your hand for your question or comment. Speakers will be allowed three (3) minutes for public comments. Speakers will only be allowed to speak once. I will inform you when your three minutes have expired. The Board will generally not provide responses to the comments or answer any questions. However, HHA residents making comments are encouraged to clearly state their name and the property where you reside. We will have someone from the property management team or from our staff, will reach out to you directly regarding any issue or concern you may have.

Chair Snowden asked if there are any individuals that would like to make public comments at this time.

Will Garwood is a Houston business owner and a supporter of Resolution No. 3244 and Resolution No. 3245.

Claire Hopper is a resident of Houston 77009 and is against Resolution No. 3244 and Resolution No. 3245.

Joseph McGuire is a resident in Seattle and is against Resolution No. 3244 and Resolution No. 3245.

Deidra Barrett is a resident of Third Ward and a supporter of Resolution No. 3244 and Resolution No. 3245

Evie Procter is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Debbie Smith is a supporter of Resolution No. 3244 and Resolution No. 3245.

(Name Unknown) is a nursing student and a supporter of Resolution No. 3244 and Resolution No. 3245.

Madison (last name unknown) is a native Houstonian and a supporter of Resolution No. 3244 and Resolution No. 3245.

Cooke Kelsey is a resident of Houston and is a supporter of Resolution No. 3244 and Resolution No. 3245.

Nathan Smith is a resident of Standard Heights and is a supporter of Resolution No. 3244 and Resolution No. 3245.

(Name Unknown) is a resident of Houston and a supporter of Resolution No. 3244 and Resolution No. 3245.

Molly Cook is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Mai Nguyen is a resident of the Heights and is against Resolution No. 3244 and Resolution No. 3245.

George Barrow is a resident of Woodland Heights and is against Resolution No. 3244 and Resolution No. 3245.

Susan Graham is a resident of Houston 77009 and is against Resolution No. 3244 and Resolution No. 3245.

Karina Barbosa is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Trey (last name unknown) is a resident of Houston and a supporter of Resolution No. 3244 and Resolution No. 3245.

Johan (last name unknown) is a supporter of Resolution No. 3244 and Resolution No. 3245.

Neal Ehart is a resident of Fourth Ward and is against Resolution No. 3244 and Resolution No. 3245.

(Name Unknown) is a resident of Fifth Ward and is against Resolution No. 3244 and Resolution No. 3245.

Marsha Brown is a supporter of Resolution No. 3244 and Resolution No. 3245.

David Espinoza is a resident of North Houston and is against Resolution No. 3244 and Resolution No. 3245.

Austin Lewellen is a resident of Montrose and is against Resolution No. 3244 and Resolution No. 3245.

Kendra London is a resident of Fifth Ward and is against Resolution No. 3244 and Resolution No. 3245.

Katie Chrisman is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Stephanie (last name unknown) is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Melissa Martinez is a resident of Houston and is against Resolution No. 3244 and Resolution No. 3245.

Chair Snowden stated before we move into New Business, please note for the records, Commissioner Max Miller joined us at 2:17 p.m. during the Public Comments. Our Spanish interpreter joined us at that time as well.

We will now move forth with the New Business.

NEW BUSINESS

Resolution No. 3244: Consideration and/or possible action authorizing a resolution superseding Board Resolution Nos. 3163 and 3164 and authorizing the Interim President & CEO or designee to create “Jensen PFC,” a public facility corporation for, among other purposes, ownership of property located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, TX 77020, and to approve and ratify the Certificate of Formation of the Corporation and adopt bylaws.

Secretary Thiele stated that Resolution No. 3244 and Resolution No. 3245 will be presented by Mr. Cody Roskelley, Vice President of Real Estate and Development.

Mr. Roskelley stated that the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority to create Jensen PFC, a public facility corporation, and take any other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated February 4, 2021. Staff recommends that the Board adopt this resolution.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3244.

Commissioner Thomas moved to approve Resolution No. 3244. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3244. Having none, Resolution No. 3244 is adopted.

Chair Snowden stated we will now move to Resolution No. 3245.

Resolution No. 3245: Consideration and/or possible action authorizing a resolution superseding Board Resolutions Nos. 3165 and 3166 and authorizing the Interim President & CEO or designee to take all actions necessary or convenient to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, TX 77020, including but not limited to determining the scope of the development (e.g., phasing, number of units, etc.) and to ratify and confirm all prior actions taken by the Interim President & CEO or his designee in connection with the same.

Mr. Roskelley stated that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to take such actions necessary or convenient to facilitate the development of the Standard at Jensen (the “Project”), pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated February 4, 2021. Staff recommends that the Board adopt this resolution.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3245.

Commissioner Thomas moved to approve Resolution No. 3245. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3245. Having none, Resolution No. 3245 is adopted.

EXECUTIVE SESSION

Chair Snowden stated, because this is a Special Board of Commissioners meeting, I do not think there is a need to convene into Executive Session. The Board will meet again in two weeks.

ADJOURNMENT

Chair Snowden stated I do not know of any items, Secretary Thiele, for Executive Session. If that is the case, I would like to ask for a motion to adjourn the meeting.

Commissioner Cooksey moved to adjourn. Commissioner Ballard seconded. The meeting adjourned at 3:10 p.m.

Chair Snowden concluded by stating, thank you to everyone who came out today to join us for this Special Board Meeting. As we continue to be transparent in the work that we are doing and making sure that we continue to provide affordable housing throughout the City of Houston. As we continue to do this work, I am sure that the discussions that we will have, and will continue to have, and look forward to having them with the various entities, both the advocates and those that claim to be advocates for our residents. We like hearing that because we encourage people to be a part of helping us to move affordable housing forward in this city. We can tell by the discussion, by each of the individuals that appeared before us today, that there is a need for affordable housing. The racism that we see existing, we will continue to work against, because, as I always say, housing affordability is needed across this city, in all neighborhoods and it is a must that we stand together in working for this. We are looking forward to working with those individuals. We make sure that our residents are our first, second and third priorities and I encourage you to continue to adhere to that.

Thank you everyone for joining us today. Have a great weekend.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

2640 Fountain View Drive ■ Houston, Texas 77057 ■ 713.260.0500 P ■ 713.260.0547 TTY ■ www.housingforhouston.com

**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, FEBRUARY 23, 2021
BOARD OF COMMISSIONERS MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, February 23, 2021, via telephone conference pursuant to the March 16, 2020 Notice issued by the Office of the Texas Attorney General and in accordance with the applicable portions of the Texas Open Meetings Act.

The Board received comments during the public comment period; HHA’s responses to each comment are detailed below:

C = Comments Received

R= HHA Response

PUBLIC COMMENTS

C: Nakia Sims began by stating, I am a resident of Historic Oaks of Allen Parkway Village. I am calling to speak on behalf of myself as a resident and as well as other advocates who are possibly right now recovering, hard at work as we often have to work twice as hard to receive, sometimes below living wages. I am also here to speak up against environmental injustice. Back in 2010, an ABC 13 article was written. In 2010, Did Mold Complaints Fall on Deaf Ears. Officials with the HHA at that time, insisted that whenever tenants have complained in the past, workers have immediately responded so I would also like a correction in the records because when I spoke previously, I specifically stated that not only for myself or other residents as we have recorded repairs and repair issues, specifically mold and other environmental hazards. Those things have not been addressed within the two- or three-days turnaround time which is often reported to the Board of Commissioners in your report.

In 2018, HUD trained specifically for the HHA with on detecting and addressing hazards for mold. The mold was reported continuously by tenants. In 2019, HUD hired researchers to study asthma. In 2020, HHA waited until the pandemic to conduct mold assessments in mostly vacant units, administrative building and common areas. So, I am speaking out on IFB 21-03 which is the rehab for APV Historic Allen Parkway Village as well as the \$1million that you all approved about two meetings ago for the mold remediation.

As a resident, I hope that you all, especially those of you elected, not elected, but appointed to represent us residents and those of you who are former residents that have finished from the family sufficiency program that have lived alongside residents will advocate with us and not against us. I hope that there will be not only in righting the remediation that is not done, but there will actually be a partnership with resident councils as well as the resident advisory board.

Mr. Chairman, I did follow up with you via email and phone number and I am not sure but what I can tell you is that there is something. Something in the air that is impacting our children. Since I have lived here at Historic Oaks, my daughter was hospitalized. I talked to numerous residents who have recorded, who have seen mold. For those of you who are not aware of mold. Just in conclusion, there is

**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, FEBRUARY 23, 2021
BOARD OF COMMISSIONERS MEETING**

something in the air and I hope that we will have an opportunity, as residents, to be a part of the process to discuss the remediation and that you all will work with the resident council as well as other residents on what efforts for not only mitigation but to cure the problem and also that you will look at the impact because mold toxicity.

R: Housing Operations collaborated with Allied-Orion to address Ms. Sims' request to evaluate the presence of mold, within her unit. She was notified, in writing, that a mold inspection is scheduled on Saturday, March 13, 2021 at 10:00 A.M.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to enter into Insurance contracts with Housing Authority Insurance Group.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to execute an insurance contract for the 2021/2022 policy year with the Housing Authority Insurance Group (HAIG), including directors and officers general liability, property, building contents, boiler & machinery, umbrella, windstorm, and such other coverage that may be required for a combined premium not to exceed \$1,200,000 for the policy year, pursuant to the memorandum dated March 9, 2021, from Michael Rogers, Vice President of Fiscal and Business Operations.

4. Department Head Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 3/17/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source: 2021 Operating Budget

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 3/17/2021
Account # _____

6. Approval of President & CEO
Signature DocuSigned by:
Mark Thiele
8072D2C8387A4C7... Date: 3/17/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: MICHAEL ROGERS, VICE PRESIDENT OF FISCAL AND BUSINESS OPERATIONS
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO
 OR DESIGNEE TO ENTER INTO INSURANCE CONTRACTS WITH HOUSING AUTHORITY
 INSURANCE GROUP
DATE: MARCH 9, 2020

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to take all necessary actions to negotiate, execute and make necessary changes and corrections to enter into a contract with the Housing Authority Insurance Group (HAIG) for the 2021/2022 policy year.

BACKGROUND:

The Housing Authority Insurance Group (HAIG) is a member-owned company that serves public housing authorities, 501(c)(3) nonprofits, affordable housing providers, low-income housing, and multifamily apartment owners under the low-income housing tax credit programs with special, niche insurance programs. HHA is a member/owner and is eligible to receive dividends from HAIG when such distributions are made.

The Housing Authority Insurance Group also has a bid waiver from the US Department of Housing and Urban Development (HUD).

Existing properties covered under the HAIG policies include those properties owned by limited partnerships affiliated with HHA and contain a mixture of public housing units along with tax credit and market-rate units on specific properties.

Tax Credit Properties included on these policies are as follows:

Development	Number of Units
Heatherbrook	176 Units
Fulton –	108 Units
Oxford	250 units
Historic Oaks of Allen Parkway	222 Units
Victory	100 Units
Lincoln	250 Units
Independence Heights	154 Units

Also covered in conjunction with the 222 units owned by the tax credit limited partnership are the 278 public housing units of Allen Parkway Village.

A historical comparison of the three most recent policy years along with estimates for the current policy year are shown below:

PROPERTY	UNITS	ESTIMATED				CHANGE
		PREMIUM 2018	PREMIUM 2019	PREMIUM 2020	PREMIUM 2021	
FULTON VILLAGE	108	58,777	59,883	67,193	84,526	126%
VICTORY APARTMENTS	100	46,732	55,770	59,566	77,725	130%
HOAPV & APV	500	259,497	264,367	314,637	357,593	114%
HEATHERBROOK	176	108,476	125,379	138,419	170,625	123%
LINCOLN PARK	250	102,408	111,233	119,498	138,473	116%
OXFORD COMMUNITY	250	111,192	110,725	119,071	138,211	116%
INDEPENDENCE HEIGHTS	154	BUILDERS RISK	139,900	133,719	167,150	125%
BOILERS & MACHINERY		10,517	11,658	12,033	13,036	108%
PROPERTY INSURANCE		697,599	878,915	964,136	1,147,339	
DIRECTORS & OFFICERS		21,049	19,180	19,180	23,975	
TOTAL PREMIUMS		718,648	898,095	983,316	1,171,314	
RESOLUTION NOT TO EXCEED LIMIT		750,000	900,000	1,000,000	1,200,000	

The current policy period expires on March 31, 2020, for all properties and coverages except those related to the Independence Heights property with a May 1ST renewal date.

At the time this resolution was written, we have quotes for a number of the policies that renew on March 31ST, but are still waiting on a sizeable number of quotes to be received. Texas's market has become very tight as many of the larger providers for these types of policies have opted not to write new policies in Texas. This is especially true for the excess liability market. This is causing us to anticipate significant price increases

We also do not have quotes on the majority of coverage for Independence Heights as we are too far removed from the May 1ST renewal.

We have used estimates based on the rates of increase noted on other policies during this renewal process and discussions with providers including HAIG and others to estimate the remaining premiums and determine the overall not-to-exceed limitation on this resolution.

We also anticipate that there will be some changes in coverage with this provider during this policy period as there is a contemplated tax credit renovation for the Historic Oaks and Allen

Parkway properties. Should these planned renovations begin during the current policy period, it is anticipated that the coverage will have to be modified, resulting in pricing changes.

We have had coverages with HAIG for a number of years on these tax credit properties and have found that their claims processing and overall customer service have been good.

On some of these tax credit properties, there are third-party lenders and equity investors with insurance requirements included in the policy coverages.

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to execute an insurance contract for the 2021/2022 policy year with the Housing Authority Insurance Group (HAIG), including directors and officers general liability, property, building contents, boiler & machinery, umbrella, windstorm, and such other coverage that may be required for a combined premium not to exceed \$1,200,000 for the policy year, pursuant to the memorandum dated March 9, 2021, from Michael Rogers, Vice President of Fiscal and Business Operations.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to award Project-Based Vouchers to New Hope Housing at Dale Carnegie.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to negotiate, execute and make necessary changes and corrections to conditionally award one hundred (100) Project-Based Vouchers to New Hope Housing at Dale Carnegie at 7025 Regency Square Blvd Houston, TX 77036, pursuant to the memorandum dated March 8, 2021, from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO.

4. Department Head Approval

Signature _____

DocuSigned by:
Robin Walls
532F7E61026640A...

Date: 3/17/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source HAP ANNUAL FUNDING

VP of FO Approval

Signature _____

DocuSigned by:
Mike Rogers
3FC87AD4710742D...

Date: 3/17/2021

6. Approval of President & CEO

Signature _____

DocuSigned by:
Mark Thiele
6072D2C8367A4C7...

Date: 3/17/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: ROBIN WALLS, VICE PRESIDENT OF HCVP
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO AWARD PROJECT-BASED VOUCHERS TO NEW HOPE HOUSING AT DALE CARNEGIE
DATE: MARCH 8, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to conditionally award one hundred (100) Project-Based Vouchers to New Hope Housing (NHH) at Dale Carnegie at 7025 Regency Square Blvd Houston, TX 77036.

BACKGROUND

HUD authorizes HHA to administer a Project-Based Voucher (PBV) program as a part of its Housing Choice Voucher Program. The HHA Board of Commissioners created the PBV program on June 21, 2011, in accordance with Resolution No. 2524, *HCV Administrative Plan Attachment – Project-Based Voucher (PBV) Program Plan*. For project-based voucher assistance, HHA may use up to twenty (20) percent of its total authorized number of vouchers. This is known as “project-basing” which are otherwise tenant-based vouchers. Agencies may use an additional 10% of their authorized vouchers for project-basing to serve:

1. Homeless families and individuals;
2. Families with veterans;
3. Disabled and elderly person provided supportive services;
4. In low-poverty areas where vouchers are difficult to use, agencies may project base up to 40% of a project’s units;
5. An initial contract term can be up to 20 years;
6. Project-based contracts have priority when appropriated funds are insufficient;
7. PHAs may enter into a HAP contract with the owner of new or under-construction units;

HHA may determine that circumstances exist where it is advantageous to project-based vouchers rather than tenant-basing the same subsidy. PBVs allow the property owners to leverage the voucher subsidy, which can be valuable to the HHA in achieving certain goals. Employed appropriately, PBVs can encourage new construction, rehabilitation, or acquisition of existing properties; promote voucher utilization; expand housing choices; serve special populations; increase supportive housing options and deconcentrate poverty.

The intent of the RFP 20-51 was to solicit proposals for eligible properties from eligible property owners for PBV assistance. Under HUD regulations, certain properties owned or controlled by HHA are eligible for PBV assistance and may be eligible for selection under this RFP. HHA will enter into PBV HAP Contracts with selected property owners for designated rental units for an initial term of up to fifteen (15) years, subject to funding availability. Rental assistance subsidies will be provided while eligible families occupy

the rental housing units and the units meet other program standards. HHA's published subsidy standards will determine the appropriate unit size for the family size and composition.

EVALUATION PROCESS

To evaluate the proposals submitted, HHA established a PBV Selection Panel made up of the following three (3) HHA Staff: Robin Walls, Vice President, HCVP, Mike Rogers, Director of Finance and Jonathan Zimmerman, Senior Policy Analyst.

The proposals were evaluated according to the following six (6) criteria:

Evaluation/Selection Criteria	Maximum Score
Supportive Services Plan and Capacity (Evaluated for all PSH, VASH and no-elderly/disabled projects for which more than 25% of units are proposed for PBV assistance or the project will serve the TAY preference)	20
Financial Feasibility (Evaluated for all projects)	20
Previous Experience of Applicant in Development and Property Management of Projects of Similar Scale for Similar Target Populations (Evaluated for all projects)	20
Project Design (Evaluated for all projects)	20
Development Serves the Homeless or Chronic Homeless Community (Evaluated for all projects) or the project will serve the TAY preference	20
High Opportunity or City-Designated Revitalization Area (Evaluated for all projects)	20
Total Points Possible (70% of Possible Points Required for Award)	120

1 proposal ranked as follows:

Rank	Firm/Company	M/WBE	Evaluation Rating
1	NHH at Dale Carnegie		120

Evaluation Criteria	NHH at Dale Carnegie
Supportive Services Plan and Capacity (Evaluated for all PSH, VASH and no-elderly/disabled projects for which more than 25% of units are proposed for PBV assistance or the project will serve the TAY preference)	20
Financial Feasibility (Evaluated for all projects)	20
Previous Experience of Applicant in Development and Property Management of Projects of Similar Scale for Similar Target Populations (Evaluated for all projects)	20
Project Design (Evaluated for all projects)	20
Development Serves the Homeless or Chronic Homeless Community (Evaluated for all projects) or the project will serve the TAY preference	20
High Opportunity or City-Designated Revitalization Area (Evaluated for all projects)	20
Total Points Possible (70% of Possible Points Required for Award)	120

- References have been checked and returned positive. There are no conflicts of interest, and New Hope Housing at Dale Carnegie is not on the HUD Debarment List.

In addition to the conditions noted above, in advance of executing the HAP:

- An environmental review must be completed by the City of Houston, and the environmental certification or categorical exclusion has been approved by HUD. The project owner must provide all information required for the environmental review on a timely basis.
- The project owner must provide to HHA all of the information needed to execute the HAP documents, including, but not limited to, submission of a detailed work description that includes working drawings and specifications and all other requirements found at 24 CFR 983.152
- All proposals submitted for PBV assistance in connection with the particular selection, including proposals submitted for selection in accordance with 24 CFR §983.51(b)(2); A copy of any standard operating procedures, worksheets, checklists, or any other work product used in the selection of PBV proposals; and if the proposal was selected pursuant to a request for proposals in accordance with 24 CFR §983.51(b)(1), a copy of the solicitation;
- The HUD Field Office or HUD-approved independent entity may request from the PHA additional documentation necessary to complete the review process. The PHA's selection procedures must apply to all PBV proposals and must be designed in a manner that does not effectively eliminate the submission of proposals for non-PHA-owned units or give undue preferential treatment (e.g., additional points) to PHA-owned units. The HUD Field Office or HUD-approved independent entity must provide a letter stating that the PHA-owned units were appropriately selected based on the selection procedures specified in the PHA's Administrative Plan before the PHA may finalize the selection process.

DESCRIPTION OF WINNING PROPOSAL

New Hope Housing at Dale Carnegie

New Hope Housing worked with various key parties to develop affordable supportive housing in Southwest Houston, at the southeast corner of Dale Carnegie and Regency Square. The project aims to address the need for low-income housing in the immediate neighborhood, which was devastated by Hurricane Harvey. It is intended to serve a multi-ethnic population. This is the first affordable housing development to open since Harvey struck.

New Hope Housing (NHH) is a locally, nationally, and internationally recognized nonprofit developer of affordable housing. New Hope has a 27-year track record of excellence in developing innovative housing solutions that feature strong property management and effective tenant services. NHH is a leading provider of single-room occupancy (SRO) housing in the State of Texas. The average New Hope resident lives on an income that is historically less than \$15,000/year. The Housing + Services model helps build communities and stabilize lives.

New Hope Housing offers a solution to the problem of substandard housing and homelessness. Together, with collaborative partners, they offer the crucial support services that must accompany housing for people with extremely low incomes— veterans, the elderly, the working poor, people with disabilities, those with chronic health conditions, people recovering from substance abuse, the formerly homeless and those at risk of homelessness. The robust combination of Housing + Services offers people a launchpad to stabilize and improve their lives, and to preserve their housing, thus preventing eviction.

Currently, New Hope Housing is Houston's primary provider of Permanent Supportive Housing (PSH). That is a housing model targeting chronic or 'street' homeless with the provision of rental subsidies and robust, wrap-around services. PSH is the proven model to uplift those from chronic homelessness to long-term stability.

New Hope Housing (NHH) Dale Carnegie is situated on approximately 2 acres in the amenity-rich area of Southwest Houston. NHH Dale Carnegie is a LEED-certified, near-transit development in a diverse, multi-ethnic part of Houston – a vibrant and engaged community.

PROPERTY DETAILS

- Four-story building
- 170-unit SRO efficiency apartments
- ADA Accessible Units
- Units have a private bath and small kitchenette with microwave and refrigerator.
- 24/7 front desk staff
- Business center with computers
- Library (available 24/7)
- Theatre room (available 24/7)
- Fully-equipped community kitchen (available 24/7)
- Dining room (available 24/7)
- Training room
- Meeting rooms
- Courtyard with terrace and outdoor seating
- Rooftop terrace
- Coin-operated washer/dryer facilities
- Private parking available on site

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to negotiate, execute and make necessary changes and corrections to conditionally award one hundred (100) Project-Based Vouchers to New Hope Housing (NHH) at Dale Carnegie at 7025 Regency Square Blvd Houston, TX 77036, pursuant to the memorandum dated March 8, 2021, from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with Premier LogiTech for purchase and services for Premium COVID Response One-Stop Kiosks.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with Premier LogiTech for the purchase of kiosk and associated services in an amount of \$432,099.00 pursuant to the memorandum dated March 8, 2021 from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature Robin Walls Date: _____
DocuSigned by: 532F7E61026640A...

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source CARES ACT FUNDING

VP of FO Approval Signature Mike Rogers Date: 3/17/2021
DocuSigned by: 3FC87AD4710742D...

6. Approval of President & CEO Signature Mark Thiele Date: 3/17/2021
DocuSigned by: 8072D2C8367A4C7...



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: ROBIN WALLS, VICE PRESIDENT OF HOUSING CHOICE VOUCHER PROGRAMS (HCVP)
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH PREMIER LOGITECH FOR PURCHASE AND SERVICES FOR PREMIUM COVID RESPONSE ONE-STOP KIOSKS
DATE: MARCH 8, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with Premier LogiTech for the purchase of thirteen (13) COVID response kiosks and the associated services in an amount of \$432,099.00 (funded through the CARES Act) via the State of Texas Cooperative Purchasing Program.

BACKGROUND

Due to the pandemic, it has become necessary for us to rethink our normal business model and how we can best serve our clients while keeping our clients and employees safe. We are aware that we cannot continue to work in a remote environment forever. Safety is our foremost priority. To accomplish this, self-service kiosks will minimize face-to-face transactions in the main office as participants that do not have access to technology will be able to come into HHA's offices and submit paperwork for all transactions including (annual reexaminations, interim reexaminations, requests to relocate). This technology will allow the Houston Housing Authority to continue to provide quality service during these times.

While we are implementing systems to make remote transactions more secure and efficient for our clients, some clients prefer coming to the office to handle business. Purchasing the kiosks and services will:

- Reduce the spread of the virus
- Create a more efficient process
- Provide security to our clients
- Increase productivity
- Allow HHA to reopen our doors comfortably

The kiosks utilize Dell Technology.

HHA is a member of the State of Texas Cooperative Purchasing Program and has access to the State of Texas Department of Information Resources (DIR) contracts. The utilization of Cooperative Purchasing/Intergovernmental Agreements is a method of procurement identified in HHA's Procurement Policy.

Premier LogiTech is a DIR authorized reseller of Dell Technology, a State of Texas Historically Underutilized Business (HUB), and is not on the HUD Debarment List.

RECOMMENDATION

Accordingly, I recommend that the Board considers this Resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with Premier LogiTech for the purchase of kiosk and associated services in an amount of \$432,099.00 pursuant to the memorandum dated March 8, 2021 from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to approve and ratify all action taken by the Authority at the March 12, 2021, Special Board of Commissioners Meeting, including all action taken by the Interim President & CEO or designee in furtherance of transactions contemplated by the following resolutions considered and approved at such meeting relating to the Standard at Jensen development:

- A. Resolution No. 3244: Consideration and/or possible action authorizing a resolution superseding Board Resolution Nos. 3163 and 3164 and authorizing the Interim President & CEO or designee to create "Jensen PFC," a public facility corporation for, among other purposes, ownership of property located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, TX 77020, and to approve and ratify the Certificate of Formation of the Corporation and adopt bylaws.
- B. Resolution No. 3245: Consideration and/or possible action authorizing a resolution superseding Board Resolutions Nos. 3165 and 3166 and authorizing the Interim President & CEO or designee to take all actions necessary or convenient to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, TX 77020, including but not limited to determining the scope of the development (e.g., phasing, number of units, etc.) and to ratify and confirm all prior actions taken by the Interim President & CEO or his designee in connection with the same.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners approves and ratifies all action taken by the Authority at the March 12, 2021 Special Board of Commissioners Meeting, including all action taken by the Interim President & CEO or designee in furtherance of transactions contemplated by the Resolutions considered and approved at such meeting relating to the Standard at Jensen development, and take any other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated March 18, 2021.

4. Department Head Approval

Signature _____

DocuSigned by:
Cody Roskelley
8FC143A291EE443...

3/18/2021

Date: _____

5. **Statement regarding availability of funds by VP of Fiscal Operations**

Funds Budgeted and Available Yes No Source Third Party Funding

VP of FO Approval Signature _____ Date: _____

6. **Approval of Interim President & CFO**

DocuSigned by:
Mark Thiele
Signature 8072D2C8367A4C7... Date: 3/18/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VICE PRESIDENT OF REID
SUBJECT: CONSIDERATION TO APPROVE AND RATIFY ALL ACTION TAKEN BY THE AUTHORITY AT THE MARCH 12, 2021, SPECIAL BOARD OF COMMISSIONERS MEETING, INCLUDING ALL ACTION TAKEN BY THE INTERIM PRESIDENT & CEO OR DESIGNEE IN FURTHERANCE OF TRANSACTIONS CONTEMPLATED BY THE FOLLOWING RESOLUTIONS CONSIDERED AND APPROVED AT SUCH MEETING RELATING TO THE STANDARD AT JENSEN DEVELOPMENT:

- A. RESOLUTION NO. 3244: CONSIDERATION AND/OR POSSIBLE ACTION AUTHORIZING A RESOLUTION SUPERSEDING BOARD RESOLUTION NOS. 3163 AND 3164 AND AUTHORIZING THE INTERIM PRESIDENT & CEO OR DESIGNEE TO CREATE "JENSEN PFC," A PUBLIC FACILITY CORPORATION FOR, AMONG OTHER PURPOSES, OWNERSHIP OF PROPERTY LOCATED ON OR ABOUT THE SOUTHWEST CORNER OF JENSEN DRIVE AND CLINTON DRIVE, HOUSTON, TX 77020, AND TO APPROVE AND RATIFY THE CERTIFICATE OF FORMATION OF THE CORPORATION AND ADOPT BYLAWS.
- B. RESOLUTION NO. 3245: CONSIDERATION AND/OR POSSIBLE ACTION AUTHORIZING A RESOLUTION SUPERSEDING BOARD RESOLUTIONS NOS. 3165 AND 3166 AND AUTHORIZING THE INTERIM PRESIDENT & CEO OR DESIGNEE TO TAKE ALL ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF THE PROPERTY KNOWN AS STANDARD AT JENSEN LOCATED ON OR ABOUT THE SOUTHWEST CORNER OF JENSEN DRIVE AND CLINTON DRIVE, HOUSTON, TX 77020, INCLUDING BUT NOT LIMITED TO DETERMINING THE SCOPE OF THE DEVELOPMENT (E.G., PHASING, NUMBER OF UNITS, ETC.) AND TO RATIFY AND CONFIRM ALL PRIOR ACTIONS TAKEN BY THE INTERIM PRESIDENT & CEO OR HIS DESIGNEE IN CONNECTION WITH THE SAME.

DATE: MARCH 18, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners approves and ratifies all action taken by the Authority at the March 12, 2021 Special Board of Commissioners Meeting, including all action taken by the Interim President & CEO or designee in furtherance of transactions contemplated by the Resolutions considered and approved at such meeting relating to the Standard at Jensen development, and take any other actions necessary or convenient to carry out this resolution. This resolution is accompanied by a formal resolution drafted by Counsel Representing the Houston Housing Authority which states substantially the following.

BACKGROUND:

The Houston Housing Authority, a body politic formed under the laws of Texas (“HHA”). Pursuant to HHA’s Bylaws, HHA is required to hold its meetings in accordance with the Texas Open Meetings Act (the “Act”). As a result of the ongoing COVID-19 pandemic, the Office of the Texas Attorney General issued a Notice dated March 16, 2020, and which is still in effect, temporarily suspending certain statutory provisions of the Act to the extent necessary to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations (the “Notice”). Such Notice includes a temporary suspension of the requirement for physical posting of a meeting notice so long as the online notice includes the requisite call-in or videoconference link along with an electronic copy of any agenda packet.

A special meeting of the Commissioners of the Board of HHA was scheduled for Friday, March 12, 2021 at 2:00 p.m., and the requisite online notice was posted on or before the mandatory 72-hour prescribed period prior to the meeting taking place, in accordance with the Act, as modified by the Notice.

In order to resolve any potential question as to whether the notice requirement was properly adhered to, HHA desires to approve and ratify all action taken by it at the March 12, 2021 Special Board of Commissioners Meeting, which consisted of approving the following Resolutions, attached hereto as Exhibit A: (i) Resolution No. 3244 - consideration and/or to take action to authorize the Interim President & CEO or designee to create Jensen PFC, a public facility corporation; and (ii) Resolution No. 3245 - consideration and/or action to take action to authorize the Interim President & CEO or designee to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, Texas 77020.

The HHA also desires to expressly acknowledges the intent of the broad authority granted by Resolutions No. 3244 and 3245 were to facilitate the development of the Standard at Jensen apartment community, including approval of the use of a HHA-sponsored public facility corporation, and any such further action necessary, convenient or desirable to consummate those contemplated transactions and all other acts necessary or proper in furtherance thereof deemed necessary, convenient or desirable by HHA including the approval and ratification of all such actions taken by HHA and/or by the Interim President and CEO of HHA.

APPROVALS

The Board of Commissioners of HHA hereby approves and ratifies all action taken by it at the March 12, 2021 Special Board of Commissioners Meeting, which consisted of approving the following Resolutions, attached hereto as Exhibit A: (i) Resolution No. 3244 - consideration and/or to take action to authorize the Interim President & CEO or designee to create Jensen PFC, a public facility corporation; and (ii) Resolution No. 3245 - consideration and/or action to take action to authorize the Interim President & CEO or designee to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, Texas 77020

The HHA is hereby authorized and directed to take any such further action necessary, convenient or desirable in consummation of the transactions therein and herein contemplated to facilitate the development of the Standard at Jensen apartment community and to do any and all other acts necessary or proper in furtherance thereof deemed necessary, convenient or desirable by HHA including the approval and ratification of all such actions taken by HHA and/or by the Interim President and CEO of HHA, and all acts heretofore taken by the HHA and/or by the Interim President and CEO of HHA to such end are hereby expressly ratified and confirmed as the acts and deeds of HHA.

For further clarification and avoidance of doubt, the approval, ratification, authorization and direction granted herein includes any such action taken by the Interim President & CEO or his designee to (i) create 4834-2327-4465.v2

Resolution No. 3250

a public facility corporation using any name desired and available, and using the same general forms of Certificate of Formation and Bylaws as approved in Resolution No. 3244, or to (ii) use any HHA-sponsored public facility corporation already in existence, to facilitate the development of the Standard at Jensen.

RECOMMENDATION

Accordingly, I recommend that the Board consider this resolution, which states:

Resolution:

That the Houston Housing Authority Board of Commissioners approves and ratifies all action taken by the Authority at the March 12, 2021 Special Board of Commissioners Meeting, including all action taken by the Interim President & CEO or designee in furtherance of transactions contemplated by the Resolutions considered and approved at such meeting relating to the Standard at Jensen development, and take any other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated March 18, 2021.

RESOLUTION NO. 3250

RESOLUTION APPROVING AND RATIFYING ALL ACTION TAKEN BY THE AUTHORITY AT THE MARCH 12, 2021 SPECIAL BOARD OF COMMISSIONERS MEETING, INCLUDING ALL ACTION TAKEN BY THE INTERIM PRESIDENT & CEO OR DESIGNEE IN FURTHERANCE OF TRANSACTIONS CONTEMPLATED BY THE RESOLUTIONS CONSIDERED AND APPROVED AT SUCH MEETING RELATING TO THE STANDARD AT JENSEN DEVELOPMENT, AND TAKE ANY OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION

WHEREAS, the Houston Housing Authority, a body politic formed under the laws of Texas (“HHA”); and

WHEREAS, pursuant to HHA’s Bylaws, HHA is required to hold its meetings in accordance with the Texas Open Meetings Act (the “Act”); and

WHEREAS, as a result of the ongoing COVID-19 pandemic, the Office of the Texas Attorney General issued a Notice dated March 16, 2020, and which is still in effect, temporarily suspending certain statutory provisions of the Act to the extent necessary to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations (the “Notice”); and

WHEREAS, such Notice includes a temporary suspension of the requirement for physical posting of a meeting notice so long as the online notice includes the requisite call-in or videoconference link along with an electronic copy of any agenda packet; and

WHEREAS, a special meeting of the Commissioners of the Board of HHA was scheduled for Friday, March 12, 2021 at 2:00 p.m., and the requisite online notice was posted on or before the mandatory 72-hour prescribed period prior to the meeting taking place, in accordance with the Act, as modified by the Notice; and

WHEREAS, in order to resolve any potential question as to whether the notice requirement was properly adhered to, HHA desires to approve and ratify all action taken by it at the March 12, 2021 Special Board of Commissioners Meeting, which consisted of approving the following Resolutions, attached hereto as Exhibit A: (i) Resolution No. 3244 - consideration and/or to take action to authorize the Interim President & CEO or designee to create Jensen PFC, a public facility corporation; and (ii) Resolution No. 3245 - consideration and/or action to take action to authorize the Interim President & CEO or designee to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, Texas 77020; and

WHEREAS, HHA also desires to expressly acknowledges the intent of the broad authority granted by Resolutions No. 3244 and 3245 were to facilitate the development of the Standard at Jensen apartment community, including approval of the use of a HHA-sponsored public facility

corporation, and any such further action necessary, convenient or desirable to consummate those contemplated transactions and all other acts necessary or proper in furtherance thereof deemed necessary, convenient or desirable by HHA including the approval and ratification of all such actions taken by HHA and/or by the Interim President and CEO of HHA;

NOW THEREFORE IT BE RESOLVED:

That the Board of Commissioners of HHA hereby approves and ratifies all action taken by it at the March 12, 2021 Special Board of Commissioners Meeting, which consisted of approving the following Resolutions, attached hereto as Exhibit A: (i) Resolution No. 3244 - consideration and/or to take action to authorize the Interim President & CEO or designee to create Jensen PFC, a public facility corporation; and (ii) Resolution No. 3245 - consideration and/or action to take action to authorize the Interim President & CEO or designee to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, Texas 77020;

FURTHER RESOLVED, that HHA is hereby authorized and directed to take any such further action necessary, convenient or desirable in consummation of the transactions therein and herein contemplated to facilitate the development of the Standard at Jensen apartment community and to do any and all other acts necessary or proper in furtherance thereof deemed necessary, convenient or desirable by HHA including the approval and ratification of all such actions taken by HHA and/or by the Interim President and CEO of HHA, and all acts heretofore taken by the HHA and/or by the Interim President and CEO of HHA to such end are hereby expressly ratified and confirmed as the acts and deeds of HHA;

FURTHER RESOLVED, for further clarification and avoidance of doubt, the approval, ratification, authorization and direction granted herein includes any such action taken by the Interim President & CEO or his designee to (i) create a public facility corporation using any name desired and available, and using the same general forms of Certificate of Formation and Bylaws as approved in Resolution No. 3244, or to (ii) use any HHA-sponsored public facility corporation already in existence, to facilitate the development of the Standard at Jensen; and

This resolution shall be in full force and effect from and upon its adoption.

PASSED this 23rd day of March, 2021.

Chair

ATTEST:

Secretary

Exhibit "A"

Resolution Nos. 3244 & 3245



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to create Jensen PFC, a public facility corporation

2. Date of Board Meeting: March 12, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority to create Jensen PFC, a public facility corporation, and take any other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated February 4, 2021.

4. Department Head Approval

Signature

Date:

3-9-21

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available

Yes

No

Source Third Party Funding

VP of FO Approval

Signature

Date:

3/9/21

6. Approval of Interim President & CEO

Signature

Date:

3/9/21



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VICE PRESIDENT OF REID
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO CREATE JENSEN PFC, A PUBLIC FACILITY CORPORATION
DATE: FEBRUARY 4, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority to create Jensen PFC, a public facility corporation, and take any other actions necessary or convenient to carry out such resolution. This resolution is accompanied by a formal resolution drafted by Counsel Representing the Houston Housing Authority which states substantially the following.

BACKGROUND:

The Houston Housing Authority, a body politic formed under the laws of Texas (“HHA”), has as part of its mission to provide quality affordable housing. HHA acknowledges the passing of Board Resolutions Nos. 3163 and 3164 on April 21, 2020 which authorize HHA to create Jensen North PFC and Jensen South PFC, respectively, and to take any other actions necessary or convenient to carry out the respective resolutions. Board Resolutions Nos. 3163 and 3164 are being superseded by this Board Resolution due to the combination of the development of Jensen North Apartments and Jensen South Apartments into a single-phase of at least 435 units. HHA, pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code (the “Act”) is authorized to create a public facility corporation for the purposes set forth in the Act, including the issuance of bonds and the ownership of real property. HHA has identified a potential parcel of property to purchase and desires to sponsor and form a public facility corporation to, among other purposes, own such property. HHA has determined that it is in the public interest and to the benefit of HHA’s residents and the citizens of the State of Texas that the Corporation (defined below) be created to finance, refinance, or provide the costs of public facilities of HHA. HHA desires to sponsor and create the “Jensen PFC”, a public facility corporation (the “Corporation”). HHA has prepared (a) for filing with the Secretary of State of the State of Texas the Certificate of Formation for the Corporation, and (b) the Bylaws for the Corporation.

APPROVALS

The Board of Commissioners of HHA hereby authorizes HHA to cause to be created a public facility corporation using the name “Jensen PFC”. The Certificate of Formation of the Corporation, attached to the formal resolution (which is attached here) as Exhibit “A”, and filed with the Secretary of State of the State of Texas is hereby approved and ratified. The form of Bylaws attached to the formal resolution (which is attached here) as Exhibit “B”, are hereby adopted as the Bylaws of the Corporation. The HHA is

hereby authorized and directed to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the HHA shall deem to be necessary or desirable, and all acts heretofore taken by the HHA to such end are hereby expressly ratified and confirmed as the acts and deeds of HHA.

RECOMMENDATION

Accordingly, I recommend that the Board consider this resolution, which states:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority to create Jensen PFC, a public facility corporation, and take any other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated February 4, 2021.

RESOLUTION NO. 3244

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY TO CREATE JENSEN PFC, A PUBLIC FACILITY CORPORATION, AND TAKE ANY OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.

WHEREAS, the Houston Housing Authority, a body politic formed under the laws of Texas (“HHA”), has as part of its mission to provide quality affordable housing; and

WHEREAS, HHA acknowledges the passing of Board Resolutions Nos. 3163 and 3164 on April 21, 2020 which authorize HHA to create Jensen North PFC and Jensen South PFC, respectively, and to take any other actions necessary or convenient to carry out the respective resolutions; and

WHEREAS, Board Resolutions Nos. 3163 and 3164 are being superseded by this Board Resolution due to the combination of the development of Jensen North Apartments and Jensen South Apartments into a single-phase of at least 435 units; and

WHEREAS, HHA, pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code (the “Act”) is authorized to create a public facility corporation for the purposes set forth in the Act, including the issuance of bonds and the ownership of real property; and

WHEREAS, HHA has identified a potential parcel of property to purchase and desires to sponsor and form a public facility corporation to, among other purposes, own such property; and

WHEREAS, HHA has determined that it is in the public interest and to the benefit of HHA’s residents and the citizens of the State of Texas that the Corporation (defined below) be created to finance, refinance, or provide the costs of public facilities of HHA; and

WHEREAS, HHA desires to sponsor and create the “Jensen PFC”, a public facility corporation (the “Corporation”); and

WHEREAS, HHA has prepared (a) for filing with the Secretary of State of the State of Texas the Certificate of Formation for the Corporation, and (b) the Bylaws for the Corporation;

NOW THEREFORE IT BE RESOLVED:

That the Board of Commissioners of HHA hereby authorizes HHA to cause to be created a public facility corporation using the name “Jensen PFC”;

FURTHER RESOLVED, that the Certificate of Formation of the Corporation, attached hereto as Exhibit “A”, and filed with the Secretary of State of the State of Texas is hereby approved and ratified;

FURTHER RESOLVED, that the form of Bylaws attached hereto as Exhibit "B", are hereby adopted as the Bylaws of the Corporation; and

FURTHER RESOLVED, that the HHA is hereby authorized and directed to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the HHA shall deem to be necessary or desirable, and all acts heretofore taken by the HHA to such end are hereby expressly ratified and confirmed as the acts and deeds of HHA.

This resolution shall be in full force and effect from and upon its adoption.

PASSED this 12th day of March, 2021.

Chair

ATTEST:

Secretary

Exhibit "A"

Certificate of Formation of the Corporation

**CERTIFICATE OF FORMATION
OF
JENSEN PFC**

A PUBLIC FACILITY CORPORATION AND
INSTRUMENTALITY OF THE
HOUSTON HOUSING AUTHORITY

Pursuant to the Texas Business Organizations Code, Jensen PFC (the "Corporation"), a non-profit corporation incorporated under the laws of the State of Texas, and public nonprofit corporation under the Public Facility Corporation Act, as amended, Chapter 303, Texas Local Government Code (the "Act") with the approval of the Board of Commissioners of the Houston Housing Authority (the "Authority"), as evidenced by the resolution attached hereto as Exhibit "A" and made a part of this Certificate of Formation for all purposes, does hereby adopt the following Certificate of Formation for the Corporation:

**ARTICLE ONE
NAME**

The name of the Corporation is the "Jensen PFC".

**ARTICLE TWO
AUTHORIZATION**

The Corporation is a nonprofit public corporation.

**ARTICLE THREE
DURATION**

Subject to the provisions of Article Thirteen hereof, the period of duration of the Corporation is perpetual.

**ARTICLE FOUR
PURPOSE AND LIMITATIONS**

(a) The Corporation is organized exclusively for the purpose of assisting the Authority in financing, refinancing or providing public facilities. The Corporation shall have and possess the broadest possible powers to finance obligations issued or incurred in accordance with existing law, to provide for the acquisition, construction, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities of the Authority under the terms of the Act. The corporation is authorized to issue "bonds" as defined and permitted by the Act on behalf of the Authority; provided, however, no bonds, notes, interim certificates, or other evidence of indebtedness may be issued by the Corporation unless such bonds are first approved by resolution of the Authority. The Corporation is a public corporation, a constituted authority, and a public instrumentality within the meaning of the Act, the United States Treasury

Department, the rulings of the Internal Revenue Service prescribed and promulgated pursuant to section 103 and 141 of the Internal Revenue Code of 1986, as amended, and the Corporation is authorized to act on behalf of the Authority as provided in this Certificate of Formation.

(b) In the fulfillment of its corporate purpose, the Corporation shall have and may exercise the powers described in paragraph (a) of this Article, together with all of the other powers granted to corporations that are incorporated under the Act, and to the extent not in conflict with the Act, the Corporation shall additionally have and may exercise all of the rights, powers, privileges, authorities, and functions given by the general laws of the State to nonprofit corporations under the Texas Non-Profit Corporation Act, as amended, Texas Revised Civil Statutes Annotated Article 1396-101, et seq., or any other applicable laws of the State.

(c) The Corporation shall have the purposes and powers permitted by the Act, but the Corporation does not have, and shall not exercise the powers of sovereignty of the Authority, including the power to tax, eminent domain, or police power. However, for the purposes of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practice and Remedies Code), the Corporation is a governmental unit and its actions are governmental functions.

(d) No bonds or other obligations, contracts, or agreements of the Corporation are or shall ever be deemed to be or constitute the contracts, agreements, bonds, other debt instruments, or other obligations or the lending of credit, or a grant of the public money or things of value, of, belonging to, or by the State, the Authority, or any other political corporation, subdivision or agency of the State, or a pledge of the faith and credit of any of them. Any and all of such contracts, agreements, bonds or other debt instruments, and other obligations, contracts and agreements shall be payable solely and exclusively from the revenues and funds received by the Corporation from the sources authorized by the Act and from such other sources as may be otherwise lawfully available and belonging to the Corporation from time to time.

(e) The Authority, in its sole discretion, may alter the Corporation's structure, name, organization, programs, or activities; consistent with the Act and subject to limitations provided by law relating to the impairment of contracts entered into by the Corporation.

ARTICLE FIVE FINANCING

(a) Before the consummation of the sale and delivery of any bonds, the Corporation shall obtain approval by the Authority, evidenced by the adoption of a written resolution.

(b) In the exercise of the powers of the Corporation, the Corporation may enter into loan, lease, trust, or other agreements as authorized by the Act that are necessary and appropriate to the fulfillment of the public purpose of the Corporation, all of which agreements (and the specific uses, and the method of withdrawals and expenditure of the proceeds of the bonds) must be included as a part of the approval process of the Authority required by paragraph (a) above.

ARTICLE SIX
MEMBERS

The Corporation has no members and is a non-stock corporation.

ARTICLE SEVEN
AMENDMENTS

This Certificate of Formation may be amended at any time as provided in the Act, to make any changes and add any provisions that might have been included in the Certificate of Formation in the first instance. Any amendment may be accomplished in either of the following manners:

(a) The members of the board of directors of the Corporation shall file with the Authority a written application requesting approval of the amendments to the Certificate of Formation, specifying in such application the amendments proposed to be made. The Authority shall consider such application and, if it shall, by appropriate resolution, duly find and determine that it is advisable that the proposed amendments be made, it shall approve the form of the proposed amendments. The board of directors of the Corporation may then amend the Certificate of Formation by adopting such amendment at a meeting of the board of directors. The Corporation's president or vice president and the secretary of the Authority shall execute the amendment on behalf of the Corporation. The amendment and a certified copy of the resolution of the Authority shall be delivered to the Secretary of State as required by the Act; or

(b) The Authority may, at its sole discretion, and at any time, amend this Certificate of Formation and alter or change the structure, name, organization, programs or activities of the Corporation, or terminate or dissolve the Corporation (subject to the provisions of the Act) by resolution as otherwise provided in the Act.

ARTICLE EIGHT
ADDRESS

The street address of the initial registered office of the Corporation is 2640 Fountain View Drive, Suite 400, Houston, Texas 77057, and the name of its initial registered agent at that address is Mark Thiele.

ARTICLE NINE
BOARD OF DIRECTORS

(a) The affairs of the Corporation shall be managed by a board of directors, which shall be composed of the Commissioners of the Authority. The board of directors shall automatically change each time the Commissioners of the Authority change. Any director shall cease to be a director at the time he or she ceases to be a Commissioner of the Authority. A majority of the entire membership of the board of directors, including any vacancies, is a quorum.

(b) The names and street addresses of the persons who are to serve as the initial directors are as follows:

NAMES	ADDRESSES
LaRence Snowden	2640 Fountain View Drive, Suite 400, Houston, TX 77057
Kristy M. Kirkendoll	2640 Fountain View Drive, Suite 400, Houston, TX 77057
Dr. Max Miller	2640 Fountain View Drive, Suite 400, Houston, TX 77057
Stephanie Ballard	2640 Fountain View Drive, Suite 400, Houston, TX 77057
Andrea Cooksey	2640 Fountain View Drive, Suite 400, Houston, TX 77057
Guillermo Hernandez	2640 Fountain View Drive, Suite 400, Houston, TX 77057
Kris Thomas	2640 Fountain View Drive, Suite 400, Houston, TX 77057

Each director shall serve an initial six year term, as subject to the terms of the Act.

(c) The directors shall serve without compensation, but they shall be reimbursed for their actual expenses incurred in the performance of their duties as directors.

(d) The board of directors shall elect a president, vice president, secretary, treasurer and any other officers that the Corporation considers necessary, to serve as executive officers of the Corporation, as more specifically provided in the Corporation’s bylaws. The Authority’s Interim President & CEO shall serve as the Secretary of the Corporation to provide administrative support services for the Corporation.

(e) Meetings of the board of directors are subject to the Texas Open Meetings Act, Texas Government Code, Chapter 551, and the Corporation is subject to the Texas Public Information Act, Texas Government Code, Chapter 552.

ARTICLE TEN BYLAWS

The initial bylaws of the Corporation shall be adopted by the Corporation’s board of directors and shall, together with this Certificate of Formation, govern the initial affairs of the Corporation until and unless amended in accordance with the provisions of the Act and this Certificate of Formation. The bylaws and each amendment and repeal of the bylaws must be approved by the Authority by resolution.

ARTICLE ELEVEN INCORPORATOR

The name and street address of each incorporator is:

<u>Name</u>	<u>Address</u>
-------------	----------------

Mark Thiele

2640 Fountain View Drive
Houston, Texas 77057

ARTICLE TWELVE
AUTHORITY APPROVAL

(a) The Authority has specifically authorized the Corporation by resolution to act on its behalf to further the public purposes stated in this Certificate of Formation, and the Authority has by resolution, dated March 12, 2021, approved this Certificate of Formation. A copy of this resolution is on file among the permanent public records of the Authority and the Corporation.

(b) The Authority is the Corporation's "Sponsor" (as defined by the Act) and has caused this Corporation to be created. The address of the Authority is 2640 Fountain View Drive, Suite 400, Houston, Texas 77057.

ARTICLE THIRTEEN
TERMINATION

The Authority, by written resolution, may authorize and direct the termination of the Corporation. However, the Corporation shall not be terminated, and its business shall not be terminated, by act of the Authority or otherwise, so long as the Corporation shall be obligated to pay any bonds.

IN WITNESS WHEREOF, the undersigned has executed this Certificate of Formation as of March 12, 2021.

Mark Thiele
Incorporator

Exhibit "B"
Bylaws of the Corporation

**BYLAWS OF
JENSEN PFC**

ARTICLE I
PURPOSE AND POWERS

Section 1.1 Purpose. Jensen PFC (the “Corporation”) is incorporated for the purposes set forth in Article Four of its Certificate of Formation, the same to be accomplished on behalf of the Houston Housing Authority (the “Authority”) as its duly constituted authority and instrumentality in accordance with the Public Facility Corporation Act, as amended, Chapter 303, Texas Government code (the “Act”), and other applicable laws.

Section 1.2 Powers. In the fulfillment of its corporate purpose, the Corporation shall be governed by the Act, and shall have all the powers set forth and conferred in its Certificate of Formation, in the Act, and in other applicable law, subject to the limitations prescribed therein and herein and to the provisions thereof and hereof.

Section 1.3 Nonprofit Corporation. The Corporation shall be a public, nonprofit corporation and no part of its net earnings remaining after payment of its bonds and expenses shall inure to the benefit of any person other than the Authority.

ARTICLE II
BOARD OF DIRECTORS

Section 2.1 Powers, Number and Term of Office.

(a) The property and affairs of the Corporation shall be managed and controlled by a board of directors (the “Board”) subject to the restrictions imposed by law, the Act, the Certificate of Formation, and these Bylaws, the Board shall exercise all of the powers of the Corporation.

(b) The Board shall consist of the members of the Board of Commissioners of the Authority. The number of directors may be changed by amendment to these Bylaws, but such number must be at least three (3).

(c) The directors constituting the initial Board shall be those directors named in the Certificate of Formation. Successor directors shall have the qualifications and shall be appointed to the terms set forth in the Certificate of Formation.

(d) Any director may be removed from office by the Authority under the same terms, conditions and procedures as Commissioners of the Authority.

Section 2.2 Additional Powers. In addition to the powers and authorities by these Bylaws expressly conferred upon them, the Board may exercise all such powers of the Corporation and do all lawful acts and things as are not by statute, other law, or by these Bylaws prohibited. Without prejudice to such general powers and other powers conferred by statute, other law, and by these Bylaws, it is hereby expressly declared that the Board shall have the powers set forth in Section 303.041 of the Act, as amended.

Section 2.3 Meetings of Directors.

(a) The directors may hold their meetings at such place or places as the Board may from time to time determine; provided, however, in the absence of any such determination by the Board, the meetings shall be held at the principal office of the Corporation as specified in Section 5.1(a) of these Bylaws. The Corporation shall also conduct at least one annual regular meeting of the Corporation. In addition, regular meetings of the Board shall be held without the necessity of notice to directors at such times and places as shall be designated from time to time by the Board. Special meetings of the Board shall be held whenever called by the president, by the secretary, by a majority of the directors, or by the Authority.

(b) Subject to Section 2.4 hereof, the secretary shall give notice to each director of each special meeting in person or by mail, telephone or telegraph, at least two (2) hours before the meeting. Unless otherwise indicated in the notice thereof, any and all matters pertaining to the purposes of the Corporation may be considered and acted upon at a special meeting. At any meeting at which every director shall be present, even though without any notice, any matter pertaining to the purpose of the Corporation may be considered and acted upon consistent with applicable law.

(c) Subject to Section 2.4 hereof, whenever any notice is required to be given to the Board, said notice shall be deemed to be sufficient if given by depositing the same in the United States mail in a sealed postpaid envelope addressed to the person entitled thereto at his or her mailing address as it appears on the books of the Corporation, and such notice shall be deemed to have been given on the day of such mailing. Attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except attendance of a director at a meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened. Neither the business to be transacted at nor the purpose of any regular or special meeting of the Board need be specified in the notice to directors or waiver of notice of such meeting, unless required by the Board. A waiver of notice in writing, signed by the person or persons entitled to said notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 2.4 Open Meetings Act. All meetings and deliberations of the Board shall be called, convened, held, and conducted, and notice shall be given to the public, in accordance with the Texas Open Meetings Act, as amended, Chapter 551, Texas Government Code.

Section 2.5 Quorum. A majority of the entire membership of the Board shall constitute a quorum to conduct official business of the Corporation. The act of a majority of the Board present at a meeting at which a quorum is in attendance shall constitute the act of the Board and of the Corporation, unless law requires the act of a greater number.

Section 2.6 Conduct of Business.

(a) At the meetings of the Board, matters pertaining to the business of the Corporation shall be considered in accordance with rules of procedure as from time to time prescribed by the Board.

(b) At all meetings of the Board, the president shall preside. In the absence of the president, the vice president shall preside. In the absence of both the president and vice president, a member of the Board selected by the members present shall preside.

(c) The secretary of the Corporation shall act as secretary of all meetings of the Board, but in the absence of the secretary, the presiding officer may appoint any person to act as secretary of the meeting. The president, treasurer, secretary and any assistant secretary may, at the option of the Board, be employees of the Authority and each member of the Board with the exception of the president, vice president or secretary, may be appointed as assistant secretaries.

Section 2.7 Committees of the Board. The Board may designate two (2) or more directors to constitute an official committee of the Board to exercise such authority, as approved by resolution of the Board. It is provided, however, that only the Board may exercise all final, official actions of the Corporation. Each committee so designated shall keep regular minutes of the transactions of its meetings and shall cause such minutes to be recorded in books kept for that purpose in the principal office of the Corporation and any such meetings must be conducted in accordance with the provisions of the Texas Open Meetings Act, as amended, Chapter 551, Texas Government Code, if applicable.

Section 2.8 Compensation of Directors. Directors shall not receive any salary of compensation for their services as directors. However, they shall be reimbursed for their actual expenses incurred in the performance of their official duties as directors.

ARTICLE III OFFICERS

Section 3.1 Titles and Terms of Office.

(a) The officers of the Corporation shall be a president, a vice president, a secretary and a treasurer and such other officers as the Board may from time to time elect to fill a vacancy. One person may hold more than one office, except that the president shall not hold the office of secretary. Officers shall serve for two-year terms or until his or her successor is elected or appointed. Notwithstanding the foregoing, all officers of the Corporation, except the secretary

and treasurer, shall be members of the Board. Upon the expiration of the terms, each officer shall have the right to be re-appointed or re-elected.

(b) All officers shall be subject to removal from office at any time by a vote of a majority of the Board.

(c) A vacancy in the office of any director shall be filled by a vote of a majority of the Board.

Section 3.2 Powers and Duties of the President. The president shall be the chief operating executive officer of the Corporation, and subject to the authority of the Board, the president shall be in general charge of the properties and affairs of the Corporation, and execute all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, leases, notes and other instruments in the name of the Corporation. The President shall preside over the meetings of the Corporation.

Section 3.3 Vice President. The vice president shall have such powers and duties as may be prescribed by the Board and shall exercise the powers of the president during that officer's absence or inability to act, in their respective order. Any action taken by the vice president in the performance of the duties of the president shall be conclusive evidence of the absence or inability to act of the president at the time such action was taken.

Section 3.4 Treasurer. The treasurer shall be the chief fiscal officer of the Corporation, and shall have the responsibility to see to the handling, custody, and security of all funds and securities of the Corporation in accordance with these Bylaws. When necessary or proper, the treasurer may endorse and sign, on behalf of the Corporation, for collection or issuance, checks, notes, and other obligations in or drawn upon such bank, banks or depositories as shall be designated by the Board consistent with these Bylaws. The treasurer shall see to the entry in the books of the Corporation full and accurate accounts of all money received and paid out on account of the Corporation. The treasurer shall, at the expense of the Corporation, give such bond for the faithful discharge of his/her duties in such form, and amount as the Board may require. All check writing authority will follow all applicable Authority policies concerning authorizations, signatures and disbursements.

Section 3.5 Secretary. The secretary shall keep the minutes of all meetings of the Board and books provided for that purpose, shall give and serve all notices, may sign in the name of the Corporation, and/or attest the signature thereto, all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other instruments of the Corporation, shall have charge of the corporate books, records, documents and instruments, except the books of account and financial records and securities, and such other books and papers as the Board may direct, all of which shall at all reasonable times be open to public inspection upon application at the office of the Corporation during business hours, and shall in general perform all duties incident to the office of secretary subject to the control of the Board.

Section 3.6 Compensation. Officers who are members of the Board shall not receive any salary or compensation for their services, except that they shall be reimbursed for the actual expenses incurred in the performance of their official duties as officers.

ARTICLE IV
FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

Section 4.1 Books, Records, and Audits.

(a) The Corporation shall keep and properly maintain in accordance with generally accepted accounting principles, complete books, records, accounts, and financial statements pertaining to its corporate funds, activities, and affairs.

(b) At the direction of the Authority, the accountants, staff and personnel of the Authority may maintain the books, records, accounts, and financial statements of the Corporation for the Corporation.

(c) The Corporation, or the Authority if the option of subsection (b) is selected, shall cause its books, records, accounts, and financial statements to be studied at least once each fiscal year by an outside, independent auditing and accounting firm selected by the Authority and approved by the Board. Such an audit shall be at the expense of the Corporation and shall be delivered to the Authority within 150 days of the end of the fiscal year of the Corporation.

(d) All books and records of the Corporation may be inspected by any director or his or her agent or attorney for any purpose at any reasonable time and at all times the Authority shall have access to the books, records, and financial statements of the Corporation.

Section 4.2 Deposit and Investment of Corporation Funds.

(a) All proceeds from loans or from the issuance of bonds, notes, or other debt instruments (“Obligations”) issued by the Corporation in accordance with the provisions of the Act shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to their execution or issuance.

(b) Subject to the requirements of contracts, loan agreements, indentures or other agreements securing Obligations, all other money of the Corporation, if any, shall be deposited, secured, and/or invested in the manner provided for the deposit, security and/or investment of the public funds of the Authority. The Board shall designate the accounts and depositories to be created and designated for such purposes, and the methods of withdrawal of funds therefrom for use by and for the purposes of the Corporation upon the signature of its treasurer and such other persons as the Board designates. The Chief Financial Officer of the Authority or designee of the Chief Financial Officer shall perform the accounts, reconciliation, and investment of such funds and accounts.

Section 4.3 Expenditure of Corporate Money. The proceeds from the investment of funds of the Corporation, the proceeds from the sale of property, revenues generated by and payable to the Corporation pursuant to the Act or any other source of revenues that are payable to the Corporation and the proceeds derived from the sale of Obligations, may be expended by the Corporation for any of the purposes authorized by the Act, except expenditures that may be made from a fund created with the proceeds of Obligations, and expenditures of money derived from sources other than the proceeds of Obligations may be used for the purpose of financing or otherwise providing for the acquisition, construction, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities of the Authority under the terms of the Act.

Section 4.4 Issuance of Obligations. No Obligations, including refunding obligations, shall be authorized or sold and delivered by the Corporation unless the Authority approves such Obligations by action taken prior to the date of initial delivery of the Obligations to the initial purchasers thereof.

ARTICLE V MISCELLANEOUS PROVISIONS

Section 5.1 Principal Office.

(a) The principal office and the registered office of the Corporation shall be the registered office of the Corporation located at 2640 Fountain View Drive, Suite 400, Houston, Texas 77057 as specified in the Certificate of Formation.

(b) The Corporation shall have and shall continually designate a registered agent at its office, as required by the Act.

Section 5.2 Fiscal Year. The fiscal year of the Corporation shall be the same as the fiscal year of the Authority.

Section 5.3 Seal. No seal of the Corporation shall be required.

Section 5.4 Resignations. Any director or officer may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or, if no time is specified, at the time of its receipt by the president or secretary. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Section 5.5 Approval or Advice and Consent of the Authority. To the extent that these Bylaws refer to any approval by the Authority or refer to advice and consent by the Authority, a certified copy of a resolution, order or motion duly adopted by the Authority shall evidence such advice and consent.

Section 5.6 Services of Authority Staff and Officers. To the extent possible, the Corporation shall utilize the services and the staff employees of the Authority. All requests for staff time or inquiries of staff will be requested through the secretary. The Corporation shall pay reasonable compensation to the Authority for such services, and the performance of such services shall not materially interfere with the other duties of such personnel of the Authority.

Section 5.7 Indemnification of Directors, Officers and Employees.

(a) The Corporation is, for the purposes of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practices and Remedies Code), a governmental unit and its actions are governmental functions.

(b) As provided in Section 303.037 of the Act, the Corporation shall indemnify each and every member of the Board, its officers and its employees and each member of the Board and each employee of the Authority, to the fullest extent permitted by law, against any and all liability or expense, including attorneys' fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the sanctions and activities of the Corporation; provided, however, that the Corporation may not provide indemnity in any manner if the director, officer, employee, or agent is guilty of negligence or misconduct in relation to the matter. The legal counsel for the Corporation is authorized to provide a defense for members of the Board, officers, and employees of the Corporation.

ARTICLE VI
EFFECTIVE DATE, AMENDMENTS; MISCELLANEOUS

Section 6.1 Effective Date. These Bylaws shall become effective upon the occurrence of the following events:

- (1) the approval of these Bylaws by the Authority, which approval may be granted prior to the creation of the Corporation; and
- (2) the adoption of the Bylaws by the Board.

Section 6.2 Amendments to Certificate of Formation and Bylaws. The Certificate of Formation of the Corporation and these Bylaws may be amended only in the manner provided in the Certificate of Formation and the Act.

Section 6.3 Interpretation of Bylaws. These Bylaws shall be liberally construed to effectuate the purposes set forth herein. If any word, phrase, clause, sentence, paragraph, section or other part of these Bylaws, or the application thereof to any person or circumstances, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of these Bylaws and the application of such word, phrase, clause, sentence, paragraph, section or other part of these Bylaws to any other person or circumstance shall not be affected thereby.

Section 6.4 Termination. Upon the termination of the Corporation after payment of all obligations of the Corporation, all remaining assets of the Corporation shall be transferred to the Authority.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting secretary of the Jensen PFC and that these Bylaws constitute the Corporation's Bylaws. These Bylaws were duly adopted at a meeting of the Board of Directors held on March 12, 2021.

Mark Thiele
Secretary of the Jensen PFC



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to facilitate the development of the property known as Standard at Jensen located on or about the southwest corner of Jensen Drive and Clinton Drive, Houston, Texas 77020

2. Date of Board Meeting: March 12, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to take such actions necessary or convenient to facilitate the development of the Standard at Jensen (the "Project"), pursuant to the memorandum from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO of the Authority, dated February 4, 2021.

4. Department Head Approval Signature  Date: 3-9-21

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source Third Party Funding & TXDOT

VP of FO Approval Signature  Date: 3/5/21

6. Approval of Interim President & CEO
Signature  Date: 3/9/21



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VICE PRESIDENT OF REID
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO FACILITATE THE DEVELOPMENT OF THE PROPERTY KNOWN AS STANDARD AT JENSEN LOCATED ON OR ABOUT THE SOUTHWEST CORNER OF JENSEN DRIVE AND CLINTON DRIVE, HOUSTON, TEXAS 77020
DATE: FEBRUARY 4, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate the development of the Standard at Jensen (the "Project"). This resolution is accompanied by a formal resolution drafted by Counsel Representing HHA which states substantially the following.

BACKGROUND:

The Authority acknowledges the passing of Board Resolutions Nos. 3165 and 3166 on April 21, 2020 which authorize the Interim President & CEO to negotiate, execute and make necessary changes and corrections to facilitate the development of the Jensen North Apartments and Jensen South Apartments, respectively.

Board Resolutions Nos. 3165 and 3166 are being superseded by this Board Resolution due to the combination of the development of the Jensen North Apartments and Jensen South Apartments into a single-phase to develop the multifamily housing development of at least 435 units comprising the Project.

The Authority has authorized the creation of Jensen PFC ("PFC") to assist in the development of the multifamily housing development comprising the Project.

The Authority desires for the PFC to purchase the site upon which the Project will be developed (the "Land").

The PFC and Jensen Apartments Tenant, LP (the "Partnership") will enter into a ground lease (the "Ground Lease") granting site control of the Land to the Partnership.

Pursuant to the terms of the Ground Lease, the Partnership will be required to develop the Project in a manner so that no less than 51% of the units are made available for rental to persons of low and moderate income, including approximately 85 of the units which will be Section 8 project-based voucher units restricted pursuant to a HAP Contract.

The Partnership will obtain a loan in the approximate amount of \$12,000,000 (“Mortgage Loan”) from Regions Bank, an Alabama chartered commercial bank (“Lender”) to finance the Project and, in connection with the making of the Mortgage Loan, Lender will require PFC to join in the execution of documents evidencing and/or securing the Mortgage Loan (collectively, the “Loan Documents”).

In connection with the acquisition of the Project site, the Authority desires to use funds in the amount of \$12,000,000 from Clayton Homes Phase 1 disposition proceeds received by the Authority from the Texas Department of Transportation; all of such funds to be granted to APV Jensen Apartments, LLC, the special limited partner of the Partnership (the “SLP”), to then be used by the SLP to make capital contributions to the Partnership (collectively, the “Contribution”) and in connection therewith the Authority, SLP and the Partnership will execute certain documents evidencing the Contributions, which may include a grant agreement and any related affidavits, instruments, certifications, agreements, statements, consents, other documentation, and/or further assurances, and various other documents as may be required in connection with the Contribution (collectively, the “Contribution Documents”).

APPROVALS

The Interim President & CEO of the Authority (“Interim President & CEO”) and/or his designee is hereby authorized to review and, subject to any applicable required governmental or third-party approvals, approve and execute all certificates, affidavits, agreements, documents and other writings, including the Loan Documents and the Contribution Documents the Interim President & CEO shall deem to be necessary or desirable in the consummation of the transactions herein contemplated. All acts, transactions, or agreements undertaken prior hereto by the Interim President & CEO or his designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken. The Interim President & CEO is hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Interim President & CEO shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President & CEO to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

RECOMMENDATION

Accordingly, I recommend that the Board approve the attached formal resolution and the following:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to take such actions necessary or convenient to facilitate the development of the Standard at Jensen (the “Project”), pursuant to the memorandum from Cody Roskelley, Vice President of REID Mark Thiele, Interim President & CEO of the Authority, dated February 4, 2021.

RESOLUTION NO. 3245

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF THE STANDARD AT JENSEN (THE "PROJECT")

WHEREAS, the Authority acknowledges the passing of Board Resolutions Nos. 3165 and 3166 on April 21, 2020 which authorize the Interim President & CEO to negotiate, execute and make necessary changes and corrections to facilitate the development of the Jensen North Apartments and Jensen South Apartments, respectively;

WHEREAS, Board Resolutions Nos. 3165 and 3166 are being superseded by this Board Resolution due to the combination of the development of the Jensen North Apartments and Jensen South Apartments into a single-phase to develop the multifamily housing development of at least 435 units comprising the Project;

WHEREAS, the Authority has authorized the creation of Jensen PFC ("PFC") to assist in the development of the multifamily housing development comprising the Project;

WHEREAS, the Authority desires for the PFC to purchase the site upon which the Project will be developed (the "Land");

WHEREAS, the PFC and Jensen Apartments Tenant, LP (the "Partnership") will enter into a ground lease (the "Ground Lease") granting site control of the Land to the Partnership;

WHEREAS, pursuant to the terms of the Ground Lease, the Partnership will be required to develop the Project in a manner so that no less than 51% of the units are made available for rental to persons of low and moderate income, including approximately 85 of the units which will be Section 8 project-based voucher units restricted pursuant to a HAP Contract;

WHEREAS, the Partnership will obtain a loan in the approximate amount of \$12,000,000 ("Mortgage Loan") from Regions Bank, an Alabama chartered commercial bank ("Lender") to finance the Project and, in connection with the making of the Mortgage Loan, Lender will require PFC to join in the execution of documents evidencing and/or securing the Mortgage Loan (collectively, the "Loan Documents");

WHEREAS, in connection with the acquisition of the Project site, the Authority desires to use funds in the amount of \$12,000,000 from Clayton Homes Phase 1 disposition proceeds received by the Authority from the Texas Department of Transportation; all of such funds to be granted to APV Jensen Apartments, LLC, the special limited partner of the Partnership (the "SLP"), to then be used by the SLP to make capital contributions to the Partnership (collectively, the "Contribution") and in connection therewith the Authority, SLP and the Partnership will execute certain documents evidencing the Contributions, which may include a grant agreement

and any related affidavits, instruments, certifications, agreements, statements, consents, other documentation, and/or further assurances, and various other documents as may be required in connection with the Contribution (collectively, the "Contribution Documents").

NOW, THEREFORE, in connection with the foregoing, the Board of Commissioners hereby adopts the following resolutions:

BE IT RESOLVED, that the Interim President & CEO of the Authority ("Interim President & CEO") and/or his designee is hereby authorized to review and, subject to any applicable required governmental or third-party approvals, approve and execute all certificates, affidavits, agreements, documents and other writings, including the Loan Documents and the Contribution Documents the Interim President & CEO shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Interim President & CEO or his designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Interim President & CEO is hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Interim President & CEO shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President & CEO to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

This resolution shall be in full force and effect from and upon its adoption.

[Remainder of page intentionally left blank for signature]

PASSED this 12th day of March 2021.

ATTEST:

CHAIR

Secretary



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to authorize the Houston Housing Authority’s facilitation of the conveyance and development of 2100 Memorial Apartments, to be located at 2100 Memorial Drive, Houston, Texas 77007, and the execution of all required documents.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions necessary or convenient to facilitate the conveyance and development of the 2100 Memorial Apartments pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature  Date: 3/18/2021
DocuSigned by: Cody Roskelley 8FC143A291EE443...

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source Third Party Funding

VP of FO Approval Signature Date: 3/18/2021
DocuSigned by: Mike Rogers 3FC87AD4710742D...

6. Approval of Interim President & CEO Signature Date: 3/18/2021
DocuSigned by: Mark Thiele 8072D2C8387A4C7...



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS
FROM: MARK THIELE, INTERIM PRESIDENT & CEO
SUBJECT: CONSIDERATION TO AUTHORIZE THE HOUSTON HOUSING AUTHORITY'S FACILITATION OF THE CONVEYANCE AND DEVELOPMENT OF 2100 MEMORIAL APARTMENTS, TO BE LOCATED AT 2100 MEMORIAL DRIVE, HOUSTON, TEXAS 77007, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS
DATE: MARCH 15, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the conveyance and development of the 2100 Memorial Apartments (the "Project").

BACKGROUND:

The Authority owns the site on which the Project will be located (the "Land").

The Authority desires to terminate the current ground lease with Memorial Drive Elderly, L.P. ("Current Tenant").

The Authority desires to convey the Project and the Land to APV Redevelopment Corporation, a Texas public facility corporation and sponsored affiliate of the Authority ("APV") pursuant to a purchase and sale agreement and special warranty deed and related documents (the "Conveyance Documents").

APV and 2100 Memorial Redevelopment, LP (the "Partnership"), a Texas limited partnership that of which the general partner is 2100 Memorial Redevelopment GP, LLC, a limited liability company (the "General Partner") that is wholly owned by APV, desire to enter into a ground lease (the "Ground Lease") granting site control of the Land to the Partnership.

APPROVALS

The Board of Commissioners of the Authority (the "Board") authorizes the Interim President and Chief Executive Officer of the Authority and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings related to the transactions described herein, including without limitation the Conveyance Documents (collectively, the "Agreements"), which the Interim President shall deem to be necessary or desirable in the consummation of the transactions required for the transactions contemplated in the attached resolutions;

The Board authorizes that all acts, transactions, or agreements undertaken prior hereto by the Interim President or his designee, in connection with the foregoing matters, are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

The Board authorizes the Interim President for and on behalf of, and as the act and deed of, the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Interim President shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

RECOMMENDATION

Accordingly, I recommend that the Board consider this resolution, which states:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions necessary or convenient to facilitate the conveyance and development of the 2100 Memorial Apartments pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

EXHIBIT A
Formal Resolution

RESOLUTION NO. 3251

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE “AUTHORITY”) TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE CONVEYANCE AND DEVELOPMENT OF THE 2100 MEMORIAL APARTMENTS (THE “PROJECT”)

WHEREAS, the Authority owns the site on which the Project will be located (the “**Land**”);

WHEREAS, the Authority desires to terminate the current ground lease with Memorial Drive Elderly, L.P. (“**Current Tenant**”);

WHEREAS, the Authority desires to convey the Project and the Land to APV Redevelopment Corporation, a Texas public facility corporation and sponsored affiliate of the Authority (“**APV**”) pursuant to a purchase and sale agreement and special warranty deed and related documents (the “**Conveyance Documents**”);

WHEREAS, APV and 2100 Memorial Redevelopment, LP (the “**Partnership**”), a Texas limited partnership that of which the general partner is 2100 Memorial Redevelopment GP, LLC, a limited liability company (the “**General Partner**”) that is wholly owned by APV, desire to enter into a ground lease (the “**Ground Lease**”) granting site control of the Land to the Partnership;

NOW, THEREFORE, in connection with the development, construction and equipping of the Project, the Board of Commissioners hereby adopts the following resolutions:

BE IT RESOLVED, that the Interim President and Chief Executive Officer of the Authority and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings related to the transactions described herein, including without limitation the Conveyance Documents (collectively, the “**Agreements**”), which the Interim President shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Interim President or his designee, in connection with the foregoing matters, are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Interim President is hereby authorized and directed for and on behalf of, and as the act and deed of, the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Interim President shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

This resolution shall be in full force and effect from and upon its adoption.

PASSED this 23rd day of March, 2021.

ATTEST:

CHAIR

Secretary



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners for the development of Waterworks Highline Phase II at or about 2101 North Shepherd, Houston TX 77008.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

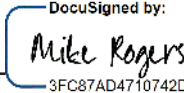
Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Civicap Partners for the development of Waterworks Highline Phase II to be located at or about 2101 North Shepherd, Houston TX 77008, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature  Date: 3/18/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature  Date: 3/18/2021

6. Approval of President & CEO

Signature  Date: 3/18/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VP REID
SUBJECT: CONSIDERATION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CIVICAP PARTNERS FOR THE DEVELOPMENT OF WATERWORKS HIGHLINE PHASE II AT OR ABOUT 2101 NORTH SHEPHERD, HOUSTON TX 77008
DATE: MARCH 15, 2021

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Civicap Partners for the development of Waterworks Highline Phase II to be located at or about 2101 North Shepherd, Houston TX 77008.

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 155,582 families are currently living in poverty. Over 200,000 families in Houston pay greater than 30% of their income for housing. The existing housing stock only provides affordable opportunities for 76,725 families in Houston. This sheds light on the extent of the need for affordable housing for all families at all income ranges below 80% of AMI.

The Houston Housing Authority wishes to increase the number of affordable housing units available for qualified residents within its jurisdiction. To facilitate this, Qualification Based Solicitation (QBS 21-05) was issued on January 14, 2021.

This goal of QBS 21-05 is to solicit acquisition, rehabilitation or construction opportunities involving affordable housing.

PROPOSED DEVELOPMENT

Civicap Partners was founded in 2018 to address the critical shortfall in the supply of workforce housing. Civicap Partners invests both in buying existing properties as well as developing new properties. All properties are managed toward a high quality of life, low turnover, and stable, long-term returns. The initial focus of the company is acquisition and development in Texas cities.

In partnership with the HHA or its affiliate, The Waterworks Highline Phase II ("WHL II") site is comprised of nine land parcels totaling 76k square feet. Initial designs include 189 one-bedroom apartment units. WHL II will combine operations with Waterworks Highline Phase I, which was submitted per QBS 20-24. This project will be located in a fantastic area where there is a great need for Workforce housing.

AFFORDABLE UNITS:

The project will have 1-bedroom units. 40% of the units will be at 80% AMI, and 10% of the units will be at 60% AMI.

EVALUATION COMMITTEE:

The Evaluation Committee for QBS 21-05 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

SCORING:

The scoring criteria for potential deals was changed in 2020 in order to help potential partners understand the number of different ways to improve an affordable deal. The new scoring is much more comprehensive and challenging than the old scoring. The terms of QBS 21-05 called for the evaluation committee to evaluate each submittal and to recommend higher-scoring proposals.

The scoring criteria and results are listed below:

Criteria	Max Points	Civicap Partners
Location	10	10
Depth of Affordability	10	2
Schools	10	7
\$ on the Front End	10	4
\$ During Operations	10	2
Reasonable Developer Fee	10	0
Term of Affordability	5	5
Flood Plain	5	5
\$/Land on the Backend	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	2.5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
Total Points	100	48

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Civicap for the development of Waterworks Highline Phase II to be located at or about 2101 North Shepherd, Houston TX 77008, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Greystar Development Central for the development of Greystar Buffalo Speedway at or about the Southwest corner of Buffalo Speedway and Airport Boulevard, Houston TX 77045.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Greystar Development Central for the development of Greystar Buffalo Speedway at or about the Southwest corner of Buffalo Speedway and Airport Boulevard, Houston TX 77045, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature DocuSigned by:
Cody Roskelley
8FC143A291EE443... Date: 3/18/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 3/18/2021

6. Approval of President & CEO Signature DocuSigned by:
Mark Thiele
8072D2C8367A4C7... Date: 3/18/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VP REID
SUBJECT: CONSIDERATION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH GREYSTAR DEVELOPMENT CENTRAL FOR THE DEVELOPMENT OF GREYSTAR BUFFALO SPEEDWAY AT OR ABOUT THE SOUTHWEST CORNER OF BUFFALO SPEEDWAY AND AIRPORT BOULEVARD, HOUSTON TX 77045
DATE: MARCH 15, 2021

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Greystar Development Central for the development of Greystar Buffalo Speedway at or about the Southwest corner of Buffalo Speedway and Airport Boulevard, Houston TX 77045.

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 155,582 families are currently living in poverty. Over 200,000 families in Houston pay greater than 30% of their income for housing. The existing housing stock only provides affordable opportunities for 76,725 families in Houston. This sheds light on the extent of the need for affordable housing for all families at all income ranges below 80% of AMI.

The Houston Housing Authority wishes to increase the number of affordable housing units available for qualified residents within its jurisdiction. To facilitate this, Qualification Based Solicitation (QBS 21-05) was issued on January 14, 2021.

This goal of QBS 21-05 is to solicit acquisition, rehabilitation or construction opportunities involving affordable housing.

PROPOSED DEVELOPMENT

Greystar Development Central is an affiliate of Greystar, a leading, fully integrated real estate company offering expertise in investment management, development, and management of rental housing properties globally. Greystar manages and operates over an estimated \$200 billion+ of real estate in nearly 200 markets globally including offices throughout the United States, United Kingdom, Europe, Latin America, and the Asia-Pacific region.

Greystar is the largest operator of apartments in the United States, managing approximately 713,000 units/ beds, and has a robust institutional investment management platform with approximately \$37.2 billion of assets under management including over \$16 billion of assets under development.

AFFORDABLE UNITS:

Greystar Buffalo Speedway is a proposed 372-unit Class A, garden-style multifamily community to be constructed near the Southwest corner of Buffalo Speedway and Airport Boulevard in southwest Houston. The community will include 216 one-bedroom units and 156 two-bedroom units. Of the 372 units, 9.68% will be @ 60% AMI, 40.32% will be @ 80% AMI, and 50% will be at Market rates.

EVALUATION COMMITTEE:

The Evaluation Committee for QBS 21-05 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance and David Cukierman, Consultant

SCORING:

The scoring criteria for potential deals was changed in 2020 in order to help potential partners understand the number of different ways to improve an affordable deal. The new scoring is much more comprehensive and challenging than the old scoring. The terms of QBS 21-05 called for the evaluation committee to evaluate each submittal and to recommend higher scoring proposals.

The scoring criteria and results are listed below:

Criteria	Max Points	Graystar Development Central
Location	10	4
Depth of Affordability	10	2
Schools	10	2
\$ on the Front End	10	6
\$ During Operations	10	10
Reasonable Developer Fee	10	7
Term of Affordability	5	5
Flood Plain	5	5
\$/Land on the Backend	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	2.5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
Total Points	100	54

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Greystar Development Central for the development of Greystar Buffalo Speedway at or about the

Resolution No. 3253

Southwest corner of Buffalo Speedway and Airport Boulevard, Houston TX 77045, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Trammell Crow Residential for the development of Allora Northwest Crossing located at or about 5550 Bingle Road, Houston TX 77092.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Trammell Crow Residential for the development of Allora Northwest Crossing located at or about 5550 Bingle Road, Houston TX 77092, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature DocuSigned by:
Cody Roskelley
8FC143A291EE443... Date: 3/18/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 3/18/2021

6. Approval of President & CEO

Signature DocuSigned by:
Mark Thiele
8072D2C8367A4C7... Date: 3/18/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VP REID
SUBJECT: CONSIDERATION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH TRAMMELL CROW RESIDENTIAL FOR THE DEVELOPMENT OF ALLORA NORTHWEST CROSSING LOCATED AT OR ABOUT 5550 BINGLE ROAD, HOUSTON TX 77092

DATE: MARCH 15, 2021

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Trammell Crow Residential for the development of Allora Northwest Crossing located at or about 5550 Bingle Road, Houston TX 77092.

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 155,582 families are currently living in poverty. Over 200,000 families in Houston pay greater than 30% of their income for housing. The existing housing stock only provides affordable opportunities for 76,725 families in Houston. This sheds light on the extent of the need for affordable housing for all families at all income ranges below 80% of AMI.

The Houston Housing Authority wishes to increase the number of affordable housing units available for qualified residents within its jurisdiction. To facilitate this, Qualification Based Solicitation (QBS 21-05) was issued on January 14, 2021.

This goal of QBS 21-05 is to solicit acquisition, rehabilitation or construction opportunities involving affordable housing.

PROPOSED DEVELOPMENT

Trammell Crow Residential (TCR) is a pioneer of U.S. multifamily real estate and has developed more apartments than any other firm. Over 40 years, TCR has built more than 250,000 premier multifamily residences, creating vibrant and amenity-rich communities that our residents are proud to call home. TCR has 12 offices across the United States which provide an on-the-ground presence, deep network, and an understanding of local market dynamics. Allora communities feature clubhouses, swimming pools, fitness centers, large living spaces, and quality finishes. Strategically located in suburban and urban markets with high population and job growth, these lifestyle-focused residences are conveniently located near employment, transportation, schools, retail, and entertainment.

AFFORDABLE UNITS:

Allora Northwest Crossing is a 378-unit Class A, garden-style multifamily community under construction. The community includes 252 one-bedroom units and 126 two-bedroom units. The unit affordability would be as follows: 19.84% would be @ 60% AMI, 30.95% would be @ 80% AMI, and 49.21% will be at Market rates.

EVALUATION COMMITTEE:

The Evaluation Committee for QBS 21-05 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance and David Cukierman, Consultant.

SCORING:

The scoring criteria for potential deals was changed in 2020 in order to help potential partners understand the number of different ways to improve an affordable deal. The new scoring is much more comprehensive and challenging than the old scoring. The terms of QBS 21-05 called for the evaluation committee to evaluate each submittal and to recommend higher scoring proposals.

The scoring criteria and results are listed below:

Criteria	Max Points	Trammell Crow Residential
Location	10	4
Depth of Affordability	10	2
Schools	10	2
\$ on the Front End	10	6
\$ During Operations	10	10
Reasonable Developer Fee	10	7
Term of Affordability	5	5
Flood Plain	5	5
\$/Land on the Backend	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	2.5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
Total Points	100	54

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Trammell Crow Residential for the development of Allora Northwest Crossing located at or about 5550 Bingle Road, Houston TX 77092, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding for the acquisition of Ashford Apartments located at or about 1200 N Dairy Ashford Houston, TX 77079.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Allied Orion for the acquisition of Ashford Apartments to be located at or about 1200 North Dairy Ashford Houston, TX 77079, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature DocuSigned by:
Cody Roskelley
8FC143A291EE443... Date: 3/18/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 3/18/2021

6. Approval of President & CEO

Signature DocuSigned by:
Mark Thiele
8072D2C8367A4C7... Date: 3/18/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VP REID
SUBJECT: CONSIDERATION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING FOR THE ACQUISITION OF ASHFORD APARTMENTS LOCATED AT OR ABOUT 1200 N DAIRY ASHFORD HOUSTON, TX 77079
DATE: MARCH 15, 2021

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Allied Orion for the acquisition of Ashford Apartments to be located at or about 1200 North Dairy Ashford Houston, TX 77079.

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 155,582 families are currently living in poverty. Over 200,000 families in Houston pay greater than 30% of their income for housing. The existing housing stock only provides affordable opportunities for 76,725 families in Houston. This sheds light on the extent of the need for affordable housing for all families at all income ranges below 80% of AMI.

The Houston Housing Authority wishes to increase the number of affordable housing units available for qualified residents within its jurisdiction. To facilitate this, Qualification Based Solicitation (QBS 21-05) was issued on January 14, 2021.

This goal of QBS 21-05 is to solicit acquisition, rehabilitation or construction opportunities involving affordable housing.

PROPOSED ACQUISITION

Allied Orion specializes in Multifamily development and 3rd-party management of both market rate and affordable housing apartments. Allied Orion currently has 25,000 units under management, and over 15,000 of those are affordable.

In partnership with the HHA or its affiliate, Allied Orion proposes to acquire Ashford Apartments an existing 312-unit multifamily property located in 1200 N Dairy Ashford Houston, TX 77079 in the West Houston's Energy Corridor, a booming epicenter of commercial businesses with a unique neighborhood

feel. The neighborhood is home to many major employers, with available public transportation and a quick 20-minute commute to downtown Houston.

AFFORDABLE UNITS:

The project has studio units, 1-bedroom units, and 2-bedroom units. 41% of the units will be at 80% AMI, and 10% of the units will be at 60% AMI.

EVALUATION COMMITTEE:

The Evaluation Committee for QBS 21-05 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance and David Cukierman, Consultant.

SCORING:

The scoring criteria for potential deals was changed in 2020 in order to help potential partners understand the number of different ways to improve an affordable deal. The new scoring is much more comprehensive and challenging than the old scoring. The terms of QBS 21-05 called for the evaluation committee to evaluate each submittal and to recommend higher scoring proposals.

The scoring criteria and results are listed below:

Criteria	Max Points	Allied Orionolution
Location	10	4
Depth of Affordability	10	2
Schools	10	7
\$ on the Front End	10	8
\$ During Operations	10	10
Reasonable Developer Fee	10	7
Term of Affordability	5	5
Flood Plain	5	5
\$/Land on the Backend	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
Total Points	100	63.5

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with Allied Orion for the acquisition of Ashford Apartments to be located at or about 1200 North Dairy Ashford Houston, TX 77079, for the formation of housing development partnership(s) to provide additional

Resolution No. 3255

affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding for the acquisition of Eclipse Apartments located at or about 1725 Crescent Plaza Dr. Houston TX 77077.

2. Date of Board Meeting: March 23, 2021

3. Proposed Board Resolution:

Resolution:

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with The Morgan Group for the acquisition of Eclipse Apartments to be located at or about 1725 Crescent Plaza Dr. Houston TX 77077, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature _____ DocuSigned by:
Cody Roskelley
8FC143A291EE443... Date: 3/18/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature _____ DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 3/18/2021

6. Approval of President & CEO

Signature _____ DocuSigned by:
Mark Thiele
6072D2C8367A4C7... Date: 3/18/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VP REID
SUBJECT: CONSIDERATION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING FOR THE ACQUISITION OF ECLIPSE APARTMENTS LOCATED AT OR ABOUT 1725 CRESCENT PLAZA DR. HOUSTON TX 77077
DATE: MARCH 15, 2021

That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with The Morgan Group for the acquisition of Eclipse Apartments to be located at or about 1725 Crescent Plaza Dr. Houston TX 77077.

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 155,582 families are currently living in poverty. Over 200,000 families in Houston pay greater than 30% of their income for housing. The existing housing stock only provides affordable opportunities for 76,725 families in Houston. This sheds light on the extent of the need for affordable housing for all families at all income ranges below 80% of AMI.

The Houston Housing Authority wishes to increase the number of affordable housing units available for qualified residents within its jurisdiction. To facilitate this, Qualification Based Solicitation (QBS 21-05) was issued on January 14, 2021.

This goal of QBS 21-05 is to solicit acquisition, rehabilitation or construction opportunities involving affordable housing.

PROPOSED ACQUISITION

The Morgan Group currently owns and operates over 30 apartment communities.

In partnership with the HHA or its affiliate, The Morgan Group proposes to acquire Eclipse Apartments an existing 330-unit multifamily property located at 1725 Crescent Plaza Dr. Houston TX 77077 in the West Houston’s Energy Corridor, a booming epicenter of commercial businesses with a unique neighborhood feel. The neighborhood is home to many major employers, with available public transportation and a quick 20-minute commute to downtown Houston.

AFFORDABLE UNITS:

The affordable unit breakdown is as follows: 10% would be @ 60% AMI, 41.2% would be @ 80% AMI, and 48.8% will be at Market rates. The property will be having 241 one-bedroom and 52 two-bedrooms units. The 2-bedroom units will not have any of the 60% AMI units.

EVALUATION COMMITTEE:

The Evaluation Committee for QBS 21-05 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance and David Cukierman, Consultant.

SCORING:

Important Note: The scoring criteria for potential deals was changed in 2020 in order to help potential partners understand the number of different ways to improve an affordable deal. The new scoring is much more comprehensive and challenging than the old scoring. The terms of QBS 21-05 called for the evaluation committee to evaluate each submittal and to recommend higher scoring proposals.

The scoring criteria and results are listed below:

Criteria	Max Points	The Morgan Group
Location	10	10
Depth of Affordability	10	2
Schools	10	8
\$ on the Front End	10	6
\$ During Operations	10	2
Reasonable Developer Fee	10	7
Term of Affordability	5	5
Flood Plain	5	5
\$/Land on the Backend	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	2.5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
Total Points	100	58

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections and to take such actions to facilitate a Memorandum of Understanding with The Morgan Group for the acquisition of Eclipse Apartments to be located at or about 1725 Crescent Plaza Dr. Houston TX 77077, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum dated March 15, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

BOARD REPORT FOR MONTH ENDING FEBRUARY 28, 2020

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EXECUTIVE SUMMARY

LOW-INCOME PUBLIC HOUSING

The Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 6.13% on February 28, 2021. As of March 1, 2021, rent collection for February was 90.05% of rents billed on an adjusted cash accounting basis.

There are currently 59,061 active applications for the Public Housing Waiting List, which represents a decrease of 6.5%* in the last month.

Low-Income Public Housing			
	December	January	February
Waiting Lists	72,730	63,194	59,061*
Vacancy Rate	5.05%	5.74%	6.13%
Rent Collection	95.9%	96.4%	90.05%
Unit Turnaround Time (Days)	65.0	112.5	121.7
Avg. Non-Emergency Work Order Days	1.77	2.93	2.7

*The decrease is based on HHA updating the waitlist for certain properties in February. The waitlist decreased from 63,194 to 59,061.

HOUSING CHOICE VOUCHER PROGRAM

The HCV staff completed 780 annual re-examinations during February. The HCV department also completed 119 interims, 54 change of units (moves), 126 new admissions, and 26 portability move-in transactions. On February 28, 2021, 493 families were enrolled in the Family Self Sufficiency (FSS) program; 249 of the 493 (50%) families eligible for escrow currently have an FSS escrow balance. The PIH Information Center (PIC) reporting rate for the one-month period ending February 28, 2020 was 80.9%.

Voucher Programs			
	December	January	February
Households	18,611	18,601	18,648
ABA Utilization/Unit Utilization	101.0%/100.7%	99.6%/101.1%	92.8%/100.7%
Reporting Rate	90.4%*	100%	80.9%
Annual Reexaminations Completed	628	848	780
HQS Inspections	2,248	3,816	2,966
Waitlist	25,571	25,571	25,571

*For PHAs that have a SEMAP score pending as of the date of this Notice, and for any PHA with a fiscal year ending on or before December 31, 2020, HUD will not issue a new SEMAP score unless the PHA requests that a new SEMAP score be issued. HUD will instead carry forward the most recent SEMAP score on record.

PROPERTY MANAGEMENT SUMMARY

PMC	Vacancy						Unit Turnaround Time (YTD)					
	December		January		February		December		January		February	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	4.6	D	5.0	D	5.5	D	68.2	F	143.0	F	135.3	F
Lynd	0.5	A	1.6	A	1.1	A	50.7	E	0	A	0	A
J. Allen	6.5	F	7.4	F	7.8	F	59.6	E	105.5	F	108.7	F

PMC	Emergency Work Orders (Completed within 24 hours)						Routine Work Orders					
	December		January		February		December		January		February	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	100	A	100	A	100	A	2.2	A	2.7	A	1.8	A
Lynd	100	A	100	A	100	A	1.0	A	0	A	4.0	A
J. Allen	100	A	100	A	100	A	1.5	A	1.5	A	2.2	A

PMC	Rent Collection					
	December		January		February	
	%	Grade	%	Grade	%	Grade
Orion	94.9	C	97.3	B	89.0	F
Lynd	98.7	A	87.1	F	78.1	F
J. Allen	96.7	B	96.7	B	93.9	D

PHAS Score	Occupancy Rate	Avg. Total Turnaround Days	Rent Collection Percentage	Avg. W/O Days
A	98 to 100	1 to 20	98 to 100	≤24
B	97 to 97.9	21 to 25	96 to 97.9	25 to 30
C	96 to 96.9	26 to 30	94 to 95.9	31 to 40
D	95 to 95.9	31 to 40	92 to 93.9	41 to 50
E	94 to 94.9	41 to 50	90 to 91.9	51 to 60
F	≥93.9	≥51	≥89.9	≥61

PUBLIC HOUSING MANAGEMENT ASSESSMENT

<p>VACANCY RATE</p> <p>Goal 2.0% Actual 6.13%</p> <p>This indicator examines the vacancy rate, a PHA's progress in reducing vacancies, and unit turnaround time. Implicit in this indicator is the adequacy of the PHA's system to track the duration of vacancies and unit turnaround, including down time, make ready time, and lease up time.</p>	<p>A 0 to 2</p> <p>B 2.1 to 3</p> <p>C 3.1 to 4</p> <p>D 4.1 to 5</p> <p>E 5.1 to 6</p> <p style="background-color: #cccccc;">F ≥6.1</p>
<p>RENT COLLECTION (YTD)</p> <p>Goal 98% Actual 90.5%</p> <p>This report examines the housing authority's ability to collect dwelling rent owed by residents in possession of units during the current fiscal year by measuring the balance of dwelling rents uncollected as a percentage of total dwelling rents to be collected.</p>	<p>A 98 to 100</p> <p>B 96 to 97.9</p> <p>C 94 to 95.9</p> <p>D 92 to 93.9</p> <p style="background-color: #cccccc;">E 90 to 91.9</p> <p>F ≤89.9</p>
<p>EMERGENCY WORK ORDERS</p> <p>Goal 100% Actual 100%</p> <p>This indicator examines the average number of days that it takes for an emergency work order to be completed. Emergency work orders are to be completed within 24 hours or less and must be tracked.</p>	<p style="background-color: #cccccc;">A 99 to 100</p> <p>B 98 to 98.9</p> <p>C 97 to 97.9</p> <p>D 96 to 96.9</p> <p>E 95 to 95.9</p> <p>F ≤94.9</p>
<p>NON-EMERGENCY WORK ORDERS</p> <p>Goal 25 Days Actual 2.7 Days</p> <p>This indicator examines the average number of days that it takes for a work order to be completed. Implicit in this indicator is the adequacy of HHA's work order system in terms of how HHA accounts for and controls its work orders and its timeliness in preparing/issuing work orders.</p>	<p style="background-color: #cccccc;">A ≤24</p> <p>B 25 to 30</p> <p>C 31 to 40</p> <p>D 41 to 50</p> <p>E 51 to 60</p> <p>F ≥61</p>
<p>ANNUAL INSPECTIONS</p> <p>Goal 100% Actual* 0%</p> <p>This indicator examines the percentage of units that HHA inspects on an annual basis in order to determine the short-term maintenance needs and long-term modernization needs. Implicit in this indicator is the adequacy of HHA's inspection program in terms of the quality of HHA's inspections, and how HHA tracks both inspections and needed repairs.</p> <p>*PMC's have discretionary authority to select how many units to inspect each month, so long as all inspections are completed by September.</p>	<p>A 100</p> <p>B 97 to 99</p> <p>C 95 to 96.9</p> <p>D 93 to 94.9</p> <p>E 90 to 92.9</p> <p style="background-color: #cccccc;">F ≥89.9*</p>

VACANCY RATE AND TURNAROUND DAYS

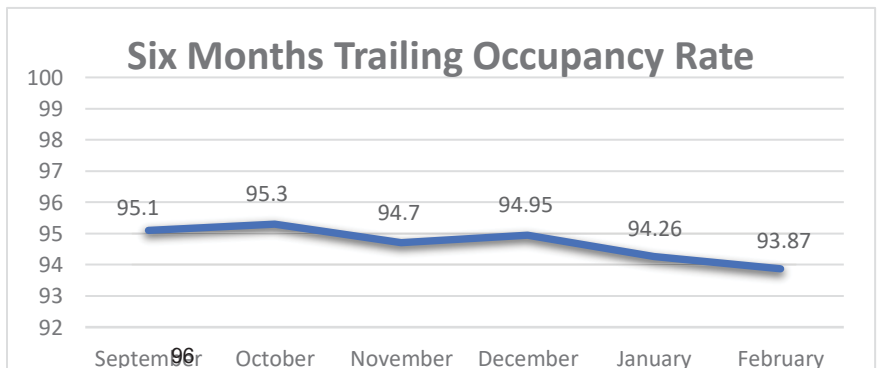
Low-Income Public Housing Development	PMC	ACC Units	Approved Units Offline	Total Available ACC Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnaround Days YTD	Grade
Allen Parkway Village	Orion	278	8*	270	256	14	94.81%	E	508	3	169.3	F
Bellerive	J. Allen	210	0	210	201	9	95.71%	D	0	0	0	A
Clayton Homes	J. Allen	184	112	184	131	53	71.20%	F	0	0	0	A
Cuney Homes	Orion	553	0	553	505	48	91.32%	F	1187	7	169.6	F
Ewing	Orion	40	0	40	37	3	92.50%	F	95	2	47.5	E
Forest Green	J. Allen	100	84*	16	16	0	100.00%	A	0	0	0	A
Fulton Village	Lynd	108	0	108	107	1	99.07%	A	0	0	0	A
Heatherbrook	Lynd	53	0	53	53	0	100.00%	A	0	0	0	A
Historic Oaks of APV	Orion	222	0	222	210	12	94.59%	E	0	0	0	A
Independence Heights	Orion	36	0	36	36	0	100.00%	A	0	0	0	A
Irvinton Village	J. Allen	318	10	308	289	19	93.83%	F	1112	10	111.2	F
Kelly Village	J. Allen	270	1	269	261	8	97.03%	B	518	5	103.6	F
Kennedy Place	Orion	108	0	108	107	1	99.07%	A	0	0	0	A
Lincoln Park	Orion	200	0	200	198	2	99.00%	A	219	2	109.5	F
Lyerly	J. Allen	199	0	199	196	3	98.49%	A	86	1	86	F
Oxford Place	Orion	230	0	230	218	12	94.78%	E	291	3	97	F
Sweetwater	Lynd	26	0	26	25	1	96.15%	C	0	0	0	A
Totals		3135	215	3032	2846	186	93.87%	F	4016	33	121.70	F

* represents the previously HUD Approved Offline Units that now expired

Section 8 New Construction Development	PMC	S8 NC Units	Units Offline	Total Available S8 NC Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnaround Days YTD	Grade
Long Drive	Tarantino	100	0	100	99	1	99.0%	A	29	2	14.5	A
Telephone Road	Tarantino	200	105	95	95	0	100.0%	A	0	0	0	A
Totals		300	0	195	194	1	99.5%	A	29	2	14.5	A

RAD-PBV	PMC	RAD-PBV Units	Units Offline	Total Available RAD PBV Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnaround Days YTD	Grade
Victory-HRI	Orion	100	0	140	128	12	91.4%	F	0	0	0	A
Totals		200	0	140	128	12	91.4%	F	0	0	0	A

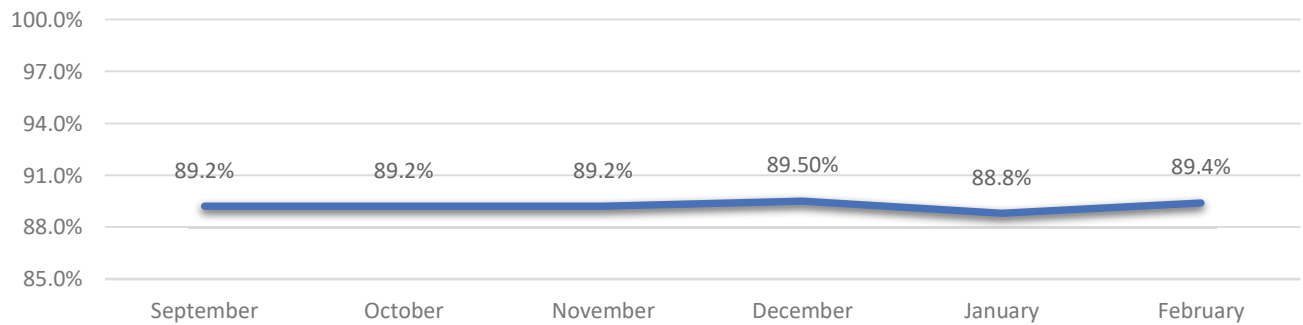
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
A	98 to 100	1 to 20
B	97 to 97.9	21 to 25
C	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≥93.9	≥51



TAX CREDIT APARTMENT LEASING/OCCUPANCY INFORMATION

Property	Property Manager	Total Units	Public Housing Units	Tax Credit Units	Market Units	Vacant Units	Occupied (%)
2100 Memorial	Lynd	197	0	197	0	197	0.0%
Heatherbrook	Lynd	176	53	87	36	4	97.7%
Mansions at Turkey Creek	Orion	252	0	252	0	21	91.7%
Independence Heights	Orion	154	36	118	0	2	98.7%
Peninsula Park	Orion	280	0	280	0	2	99.3%
Pinnacle at Wilcrest	Embrey	250	0	250	0	9	96.4%
Sweetwater Point	Lynd	260	26	234	0	14	94.6%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	13	94.7%
Willow Park	Embrey	260	0	260	0	1	99.6%
PH-LIHTC							
Fulton Village	Lynd	108		108	0	1	99.1%
HOAPV	Orion	222	66	156	0	12	94.6%
Lincoln Park	Orion	250		200	50	3	98.8%
Oxford Place	Orion	250		230	20	11	95.6%
Victory-HRI	Orion	140		140	0	12	91.4%

6 Month Trailing Occupancy Rate



RENT COLLECTION

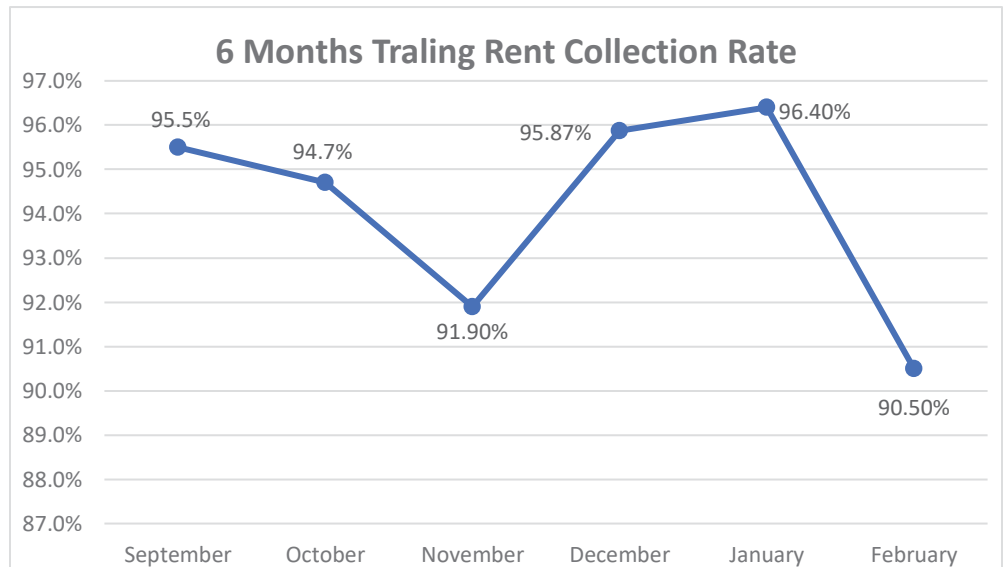
Low-Income Public Housing Development	PMC	Monthly Rent Billed	Monthly Rent Collected	% Collected	Grade	YTD Rent Billed	YTD Rent Collected	% YTD Rent Collected	Grade
Allen Parkway Village	Orion	\$103,097	\$97,695	94.76%	C	\$200,446	\$191,330	95.45%	C
Bellerive	J. Allen	\$51,293	\$51,289	99.99%	A	\$102,683	\$102,679	100.00%	A
Clayton Homes	J. Allen	\$38,608	\$30,850	79.91%	F	\$80,868	\$71,502	88.42%	F
Cuney Homes	Orion	\$130,402	\$113,385	86.95%	F	\$252,801	\$234,186	92.64%	D
Ewing	Orion	\$7,358	\$7,358	100.00%	A	\$14,687	\$14,687	100.00%	A
Forest Green	J. Allen	\$5,257	\$5,059	96.23%	B	\$10,221	\$9,954	97.39%	B
Fulton Village	Lynd	\$31,832	\$23,107	72.59%	F	\$63,599	\$48,801	76.73%	F
Heatherbrook Apts.	Lynd	\$11,568	\$9,559	82.64%	F	\$22,653	\$20,480	90.41%	E
Historic Oaks of APV	Orion	\$64,173	\$49,655	77.38%	F	\$121,925	\$103,197	84.64%	F
Independence Heights	Orion	\$3,327	\$2,982	89.63%	F	\$6,374	\$6,029	94.59%	C
Irvinton Village	J. Allen	\$72,604	\$69,561	95.81%	C	\$145,788	\$135,284	92.80%	D
Kelly Village	J. Allen	\$54,221	\$49,097	90.55%	E	\$107,830	\$102,706	95.25%	C
Kennedy Place	Orion	\$34,605	\$34,605	100.00%	A	\$70,106	\$69,780	99.54%	A
Lincoln Park	Orion	\$43,558	\$37,823	86.83%	F	\$88,922	\$83,187	93.55%	D
Lyerly	J. Allen	\$51,095	\$50,489	98.81%	A	\$101,788	\$101,183	99.41%	A
Oxford Place	Orion	\$32,082	\$28,872	90.00%	E	\$64,157	\$59,859	93.30%	D
Sweetwater	Lynd	\$5,715	\$5,702	99.77%	A	\$11,328	\$11,304	99.79%	A
Totals		\$740,794	\$667,088	90.05%	E	\$1,466,176	\$1,366,149	93.18%	D

Section 8 New Construction Development		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$19,901	\$17,559	88.23%	F	\$40,172	\$37,040	92.20%	D
Telephone Road	Tarantino	\$26,614	\$25,700	96.57%	B	\$53,319	\$52,405	98.29%	A
Totals		\$46,515	\$43,259	93.00%	D	\$93,491	\$89,445	95.67%	C

RAD-PBV		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Victory-HRI	Orion	\$22,965	\$23,475	102.22%	C	\$25,507	\$29,392	115.23%	A
Totals		\$22,965	\$23,475	102.22%	A	\$25,507	\$29,392	115.23%	A

In addition to Tenants' portion of the rent, Victor/HRI have received RADHAP payment of \$200,766.00

PHAS Score	Rent Collection Percentage
A	98 to 100
B	96 to 97.9
C	94 to 95.9
D	92 to 93.9
E	90 to 91.9
F	≥89.9



EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Allen Parkway Village	Orion	11	11	100.0%	A
Bellerive	J. Allen	31	31	100.0%	A
Clayton Homes	J. Allen	19	19	100.0%	A
Cuney Homes	Orion	171	171	100.0%	A
Ewing	Orion	1	1	100.0%	A
Forest Green	J. Allen	0	0	-	N/A
Fulton Village	Lynd	6	6	100.0%	A
Heatherbrook Apartments	Lynd	2	2	100.0%	A
Historic Oaks of APV	Orion	3	3	100.0%	A
Independence Heights	Orion	0	0	-	N/A
Irvinton Village	J. Allen	30	30	100.0%	A
Kelly Village	J. Allen	0	0	-	N/A
Kennedy Place	Orion	7	7	100.0%	A
Lincoln Park	Orion	1	1	100.0%	A
Lyerly	J. Allen	18	18	100.0%	A
Oxford Place	Orion	0	0	-	N/A
Sweetwater	Lynd	3	3	100.0%	A
Totals		303	303	100.0%	A

Section 8 New Construction Development		Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Long Drive	Tarantino	20	20	100.0%	A
Telephone Road	Tarantino	43	43	100.0%	A
Totals		63	63	100.0%	A

RAD-PBV		Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Victory-HRI	Orion	42	42	100.0%	A
Totals		42	42	100.0%	A

PHAS Score	Avg. W/O Days
A	99 to 100
B	98 to 98.9
C	97 to 97.9
D	96 to 96.9
E	95 to 95.9
F	≤94.9

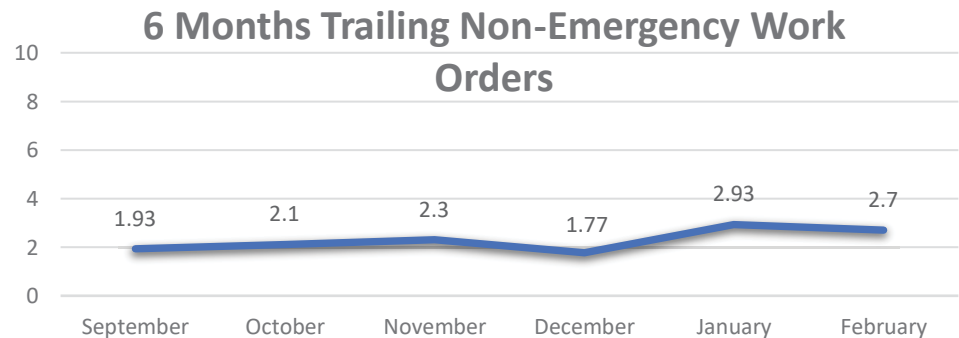
NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Work Orders Generated	Average Completion Time (Days)	Grade
Allen Parkway Village	Orion	68	2.18	A
Bellerive	J. Allen	19	1.00	A
Clayton Homes	J. Allen	31	1.16	A
Cuney Homes	Orion	116	1.07	A
Ewing	Orion	12	1.00	A
Forest Green	J. Allen	2	1.00	A
Fulton Village	Lynd	3	1.00	A
Heatherbrook Apartments	Lynd	4	6.20	A
Historic Oaks of APV	Orion	25	2.20	A
Independence Heights	Orion	0	0.00	A
Irvinton Village	J. Allen	91	2.40	A
Kelly Village	J. Allen	91	1.64	A
Kennedy Place	Orion	15	1.07	A
Lincoln Park	Orion	21	1.00	A
Lyerly	J. Allen	5	21.00	A
Oxford Place	Orion	159	2.35	A
Sweetwater	Lynd	0	0.00	A
Totals		697	2.72	A

Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	81	5.00	A
Telephone Road	Tarantino	41	1.00	A
Totals		122	3.00	A

RAD-PBV		Work Orders Generated	Average Completion Time (Days)	Grade
Victory-HRI	Orion	24	1.00	A
Totals		24	1.00	A

PHAS Score	Avg. W/O Days
A	≤24
B	25 to 30
C	31 to 40
D	41 to 50
E	51 to 60
F	≥61



ANNUAL INSPECTIONS

Low-Income Public Housing Development		PMC	YTD Inspections Due	YTD Inspections Performed	Percentage Complete	Grade
Bellerive	J. Allen	210	0	0.0%	N/A	
Clayton Homes	J. Allen	184	0	0.0%	N/A	
Cuney Homes	Orion	553	0	0.0%	N/A	
Ewing	Orion	40	0	0.0%	N/A	
Forest Green	J. Allen	16	0	0.0%	N/A	
Fulton Village	Lynd	108	0	0.0%	N/A	
Heatherbrook Apartments	Lynd	53	0	0.0%	N/A	
HOAPV/APV	Orion	500	0	0.0%	N/A	
Independence Heights	Orion	36	0	0.0%	N/A	
Irvinton Village	J. Allen	318	0	0.0%	N/A	
Kelly Village	J. Allen	270	0	0.0%	N/A	
Kennedy Place	Orion	108	0	0.0%	N/A	
Lincoln Park	Orion	200	0	0.0%	N/A	
Lyerly	J. Allen	199	0	0.0%	N/A	
Oxford Place	Orion	230	0	0.0%	N/A	
Sweetwater	Lynd	26	0	0.0%	N/A	
Totals			3,051	0	0.0%	N/A

Low-Income Public Housing Development		PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Telephone Road	Tarantino	200	0	0.0%	N/A	
Long Drive	Tarantino	100	0	0.0%	N/A	
Totals			300	0	0.0%	N/A

RAD-PBV		PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Victory-HRI	Orion	140	0	0.0%	N/A	
Totals			140	0	0.0%	N/A

PHAS Score	Inspections Performed YTD
A	100%
B	97 to 99%
C	95 to 96.9%
D	93 to 94.9%
E	90 to 92.9%
F	≥89.9%

*PMC's have until September 30th to complete all required inspections. Therefore, PMC's have the discretion of deciding how many inspections they want to perform each month.

HOUSING CHOICE VOUCHER HUD-GRADED SEMAP INDICATORS

			Score	Performance
<p>ANNUAL REEXAMINATIONS REPORTING RATE</p> <p>This Indicator shows whether the Agency completes a re-examination for each participating family at least every twelve (12) months.</p>	<p>Goal 96%</p>	<p>56%</p>	<p>10</p> <p>5</p> <p>0</p>	<p>≥96</p> <p>90 to 95</p> <p>≤89</p>
<p>CORRECT TENANT RENT CALCULATIONS</p> <p>This Indicator shows whether the Agency correctly calculates the family's share of rent to owner in the Rental Voucher Program.</p>	<p>Goal 98%</p>	<p>Actual 100%</p>	<p>5</p> <p>0</p>	<p>98 to 100</p> <p>≤97</p>
<p>PRECONTRACT HQS INSPECTIONS</p> <p>This Indicator shows whether newly leased units pass HQS inspection on or before the beginning date of the Assisted Lease and HAP Contract.</p>	<p>Goal 100%</p>	<p>Actual 100%</p>	<p>5</p> <p>0</p>	<p>98 to 100</p> <p>≤97</p>
<p>FSS ENROLLMENT</p> <p>This Indicator shows whether the Agency has enrolled families in the FSS Program as required. To achieve the full points for this Indicator, a housing authority must have 80% or more of its mandatory FSS slots filled. There are currently 410 mandatory slots on the FSS Program; 476 families are currently enrolled.</p>	<p>Goal 80%</p>	<p>Actual 100%</p>	<p>10</p> <p>8</p> <p>5</p>	<p>≥80</p> <p>60 to 79</p> <p>≤59</p>
<p>FSS ESCROW</p> <p>This Indicator shows the extent of the Agency's progress in supporting FSS by measuring the percent of current FSS participants with FSS progress reports entered in the PIC system that have had increases in earned income which resulted in escrow account balances. To achieve the full points for this Indicator, at least 30% of a housing authority's enrolled families must have an escrow balance. 476 families participate in the FSS program. 257 of the 488 (53%) families eligible for escrow currently have an FSS escrow balance.</p>	<p>Goal 30%</p>	<p>Actual 52%</p>	<p>10</p> <p>5</p>	<p>≥30</p> <p>≤29</p>

REAL ESTATE, INVESTMENT, AND DEVELOPMENT

REO PROJECTS

PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS

- **Major Capital Projects**
 - Ewing HVAC: About to commence.
 - Lincoln Park Gutters: The project is 20% complete.
 - Kelly Village Heaters: The heater replacement is 80% complete.
 - Kelly Village Roofs: The roof job is 100% complete.
 - Kelly Village Appliances: The installations have started.

NEW DEVELOPMENT

- Independence Heights: TDHCA issued the 8609s.
- Standard Heights: Construction is complete.
- Standard on Jensen:
 - We continue to work with the City of Houston and HUD.
- 800 Middle Street:
 - We continue to work with the City of Houston and HUD.
- Green Oaks: The property is under construction.
- Redline Station: The property is under construction.
- Richest: The property is under construction.
- Kelly II: In December of 2020, we closed on all of the lots owned by 5th ward except for lot 6. We continue to work with 5th Ward CRC to close the last remaining lot.

REDEVELOPMENT – (9% LIHTC)

TELEPHONE ROAD

- The loan has closed, and construction has commenced.

REDEVELOPMENT – (RAD)

Allen Parkway Village

- Architectural plans for the rehab are complete and out for bid.
- We are currently working on the application for the 4% bond.

Historic Oaks of Allen Parkway Village

- Architectural plans for the rehab are complete and out for bid.
- We are currently working on the application for the 4% bond.
- We are working to replat the site.

Historic Rental Initiatives / Victory Apartments RAD Conversion

- The RAD Conversion has closed.

HURRICANE HARVEY

Currently FEMA has obligated approximately \$20,000,000 for reimbursement. FEMA recently approved around \$30,000,000 in 428 projects.

FOREST GREEN

- FEMA has granted this project the 428 status, so we can continue designing the project.

2100 MEMORIAL

- The building is empty and secured.
- We are working with Columbia Residential on the demo and mortgage payoff.

TxDOT LAND SALES

- **Clayton:** Phase 1 has closed. Demo of Phase 1 is complete.
- **Kelly II:** HHA is negotiating with TXDOT.

OPEN SOLICITATION LOG

MARCH 2021

HHH'S PROCUREMENT DEPT.

Type	Solicitation #	Department(s)	Description	Solicitation Dates	Due Dates
QBS	21-22	REID	Site Planning Services	RFP Advertised 3-2-21	RFP Closing 3-25-21
RFP	21-23	ADMIN	Choice Planning Coordinator	RFP Advertised 3-1-21	RFP Closing 4-1-21
IFB	21-03	REID	The Rehabilitation of APV and HOAPV	IFB Advertised 1-25-21	IFB Closing 3-19-21
RFP	21-20	HR	Pre-Employment Background Checks	RFP Advertised 2-4-21	RFP Closing TBD

PERIODIC REPORT: WINTER STORM URI UPDATE

A month has passed since Winter Storm Uri hit Texas, causing a massive power grid failure, resulting in widespread power and water issues all over Texas. Houston was no exception. While HHA has always put resident's safety first, all of HHA properties and central office were affected. Regardless, HHA has been proactive, with staff providing targeted support to many of the developments – with a specific focus on Lyerly, Bellerive and Telephone Road, our Senior Developments. HHA Senior properties utilized emergency generators and were able to restore power as HHA employees and property managers were able to resupply with fuel. Immediately after the storm, HHA worked with the City to provide water and food and conducted door-by-door wellness checks HHA's senior developments.

As of March 10, utilities have been restored in all Public Housing and Tax Credit properties. Below is a summary of the damages:

Public Housing and Tax Credit Developments:

- 90 units experienced a pipe leak.
- 13 properties experienced minor damages and pipe leaks in common areas, which include property manager's office, common room, laundry rooms and maintenance rooms.
- 38 units experienced leaking Fire Protection Systems.
- 12 tenants were moved to another HHA unit.

Housing Choice Voucher Program:

- 171 inspection requests
- 51 determined uninhabitable
- 27 vouchers issued
- 14 pending briefing
- 54 failed HQS but not uninhabitable
- 3 passed inspection

HHA appreciates the partnership and support of the Mayor and City Council, as well as all of our partners throughout the City of Houston, as we worked together to address the issues resulting from this unprecedented weather event.

OPERATING STATEMENTS: 1 MONTH ENDING JANUARY 31, 2021

Central Office	Annual Budget 2021	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income				
Total Operating Income	6,760,597	563,383	574,226	10,843
Operating Expenses				
Salaries and Benefits	4,003,971	333,664	299,838	33,826
Facilities and Other Administrative Expenses	2,155,465	179,622	146,360	33,262
Total Central Office Expenses	6,159,436	513,286	446,198	67,088
Surplus/(Use) of Business Activities Funds for COCC	601,161	50,097	128,028	77,931

Affordable Housing Rental Programs	Annual Budget 2021	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income				
HUD Subsidy - Low Rent Housing	15,373,054	1,281,088	1,284,814	3,726
HUD Subsidy - Section 8 New Construction	1,702,790	141,899	138,170	(3,729)
Tenant Rental Income	16,037,300	1,336,442	1,343,056	6,614
Other Income	304,377	25,365	22,979	(2,386)
Total Operating Income	33,417,521	2,784,793	2,789,019	4,226
Operating Expenses				
Administrative Expenses	10,427,122	868,927	751,076	117,851
Tenant Services	731,802	60,984	46,381	14,603
Utilities	4,197,897	349,825	336,832	12,993
Maintenance	10,841,215	903,435	713,981	189,454
Protective Services	2,134,929	177,911	171,769	6,142
Insurance Expense	2,194,046	182,837	160,195	22,642
Other General Expense	376,500	31,375	17,781	13,594
Total Routine Operating Expenses	30,903,511	2,575,293	2,198,015	377,278
Net Income from Operations	2,514,010	209,501	591,004	381,503
Non-Routine Maintenance	4,000,000	333,333	218,489	114,844
Debt Service	873,193	72,766	72,514	252
Debt Service- ESCO	740,000	61,667	60,000	1,667
Provision/Reimbursement of Replacement Reserve	0	0	0	0
Cash Flow from Operations	(3,099,183)	(258,265)	240,001	498,266
Funds From Reserves/CFP	3,099,183	258,265	0	(258,265)
Cash Flow (Deficit) from Operations	0	0	240,001	240,001

Includes: Public Housing Units and Tax credit/market rate units located on Public Housing sites Section 8 New Construction Rental units

OPERATING STATEMENTS: 1 MONTH ENDING JANUARY 31, 2021

Housing Choice Voucher Program	Annual Budget 2020	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Administrative Operating Income				
Total Operating Income	14,690,709	1,224,226	1,293,495	69,269
Operating Expenses				
Salaries and Benefits	6,848,940	570,745	514,423	56,322
Administrative Expenses	2,148,361	179,030	143,143	35,887
COCC-Management Fees	3,890,537	324,211	359,841	(35,630)
IT Initiative	250,000	20,833	15,000	5,833
Total Operating Costs Expenses	13,137,838	1,094,820	1,032,407	62,413
Cash Flow (Deficit) from Operations	1,552,871	129,406	261,088	131,682
<i>Beginning Admin Operating Reserves</i>	0.00	0	0	0
<i>Ending Admin Operating Reserves</i>	1,552,871	129,406	261,088	131,682
Housing Assistance Payments (HAP)				
Housing Assistance Payment Subsidy	174,000,000	14,500,000	14,556,703	56,703
Investment Income on HAP Reserves	0	0	0	-
Housing Assistance Payments	174,000,000	14,500,000	14,027,168	472,832
HAP Current Year Excess (Use)	0	0	529,535	529,535

April

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 3pm KidzGrub @ APV, Fulton & Irvinton Village	2 1:30pm Easter Grab & Go @ Kennedy Place 3Pm Easter Grab & Go @Fulton Village	3
4	5 3pm KidzGrub @ APV, Fulton & Irvinton Village	6 10am RC Meeting @ Ewing 1pm RC Meeting @ Cuney 3pm KidzGrub @ APV, Fulton & Irvinton Village	7 10am RC Meeting @ Independence 11am RC Meeting @ Lincoln Park 3pm KidzGrub @ APV, Fulton & Irvinton Village	8 8am Food Bank Commodity Boxes @ Lyerly 10am RC Meeting @ Oxford 3pm KidzGrub @ APV, Fulton & Irvinton Village	9 3pm KidzGrub @ APV, Fulton & Irvinton Village	10
11	12 11am Spring Cleaning Info Distribution @ Lyerly 2pm Manager Meeting @Lyerly 3pm KidzGrub @ APV, Fulton & Irvinton Village	13 11am Spring Cleaning Info Distribution @ Bellerive 2pm Manager Meeting @Bellerive 3pm KidzGrub @ APV, Fulton & Irvinton Village	14 10am RC Meeting @ Independence 11am RC Meeting @ Lincoln Park 8am Food Bank Commodity Boxes @Bellerive 3pm KidzGrub @ APV, Fulton & Irvinton Village	15 10am RC Meeting @ Oxford 2pm RC Meeting @ Heatherbrook 3pm KidzGrub @ APV, Fulton & Irvinton Village	16 3pm KidzGrub @ APV, Fulton & Irvinton Village	17
18	19 3pm KidzGrub @ APV, Fulton & Irvinton Village	20 10am RC Meeting @ Ewing 11am Know Your Lease @ Irvinton Village 1pm RC Meeting @ Cuney 3pm KidzGrub @ APV, Fulton & Irvinton Village	21 10am RC Meeting @ Independence 11am RC Meeting @ Lincoln Park 3pm KidzGrub @ APV, Fulton & Irvinton Village 4pm Know Your Lease @ Kelly Village	22 10am RC Meeting @ Oxford 2pm RC Meeting @ Heatherbrook 3pm KidzGrub @ APV, Fulton & Irvinton Village	23 9am YWCA @ Bellerive & Lyerly 3pm KidzGrub @ APV, Fulton & Irvinton Village	24
25	26 8:30am Food Bank Commodity Boxes @ Allen Parkway 3pm KidzGrub @ APV, Fulton & Irvinton Village	27 10am RC Meeting @ Ewing 1pm RC Meeting @ Cuney 3pm KidzGrub @ APV, Fulton & Irvinton Village	28 10am RC Meeting @ Independence 11am RC Meeting @ Lincoln Park 3pm KidzGrub @ APV, Fulton & Irvinton Village	29 10am RC Meeting @ Oxford 2pm RC Meeting @ Heatherbrook 3pm KidzGrub @ APV, Fulton & Irvinton Village	30 3pm KidzGrub @ APV, Fulton & Irvinton Village	30