



HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING May 18, 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 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: 880 6539 8280



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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, May 18, 2021

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BOARD OF COMMISSIONERS MEETING
TUESDAY, MAY 18, 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: 880 6539 8280

AGENDA

- I. Call to Order
- II. Roll Call
- III. Introduction of the Spanish Interpreter
- IV. Approval of the April 20, 2021, Houston Housing Authority Board Meeting Minutes
- V. Interim President's Report
- VI. Public Comments (To Make Comments during the Public Comments Section - Push *9 to raise hand for your question/comment)
- VII. New Business

Resolution No. 3271: Consideration and/or to take action authorizing the Interim President & CEO or designee to execute Memorandum of Understandings (MOU) or Interlocal Agreements, with ten community partners

Resolution No. 3272: Consideration and/or to take action to authorize the Interim President & CEO or designee to conditionally award Project-Based Vouchers to Temenos Place Apartments

Resolution No. 3273: Consideration and/or to take action to authorize the Interim President & CEO or designee to take the following actions with regard to the 2100 Memorial Apartments (the "Project"): (a) forgive the outstanding debt on the Project; and (b) such other actions necessary or convenient to carry out this resolution

Resolution No. 3274: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with CBRE for Real Estate Brokerage Services

VIII. 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

Resolution No. 3275: Consideration and/or to take action to authorize the Interim President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units at, the Eclipse Apartments located at 1725 Crescent Plaza, Houston, Texas 77077, and the execution of all required documents therefor

Resolution No. 3276: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Artsian/America Corp for the acquisition, rehab, and development of Hillcroft Adair Center, an apartment community that will be located at or about 6200 Hillcroft Ave Houston, TX 77081

Resolution No. 3277: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Trinsic Residential Group/Lavoro Acquisitions, LLC for the development of Lavoro Heights, an apartment community that will be located at or about 5240 Nolda Street Houston, TX 77077

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

X. Adjournment



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

Tuesday, April 20, 2021

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, April 20, 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 is 840 0577 7143.

Chair Snowden stated, before I move into the meeting, let me just say that we are praying for all of the parties involved in the Minneapolis area with the case against Derek Chauvin on the death, some consider murder, of George Floyd. Our prayers are with all those involved, the jury, the judge and the attorneys and we pray strongly for the family of George Floyd who was a Cuney Homes resident. For those especially within our Cuney community, we stand with you in your prayers of solidarity for an individual who and his family who really were part of our neighborhood and our community. So much can be said but let us just pray that justice prevails, and that as it should prevail, that is also be an acceptance of what is presented as justice from the jury.

Chair Snowden called the meeting to order at 3:01 p.m. and asked Secretary Thiele to call the roll.

Secretary Thiele stated, before I do the roll call Mr. Chairman, I just wanted to join you in your prayers for our nation and that there is a righteous outcome in the trial of Officer Chauvin in the murder of George Floyd.

Secretary Thiele called the roll and declared a quorum present.

Chair Snowden said Commissioner Cooksey is not with us today. Keep her and her family in your prayers as she lost a family member today. I promised her that I'll be updating her. I will be in touch with you vixen Donna Dixon after the meeting.

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 be need assistance for public comments only. Elizabeth Paris 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
Stephanie A.G. Ballard, Commissioner
Mark Thiele, Secretary
Dr. Max A. Miller, Jr., Commissioner
Guillermo “Will” Hernandez, Commissioner

ABSENT: Andrea Hilliard Cooksey, Commissioner

APPROVAL OF MINUTES

Chair Snowden stated the Board has had an opportunity to review the March 23, 2021, Board of Commissioners meeting minutes. He asked for a motion to adopt the March 23, 2021 meeting minutes.

Commissioner Thomas moved to adopt the March 23, 2021, Board of Commissioners meeting minutes. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to the March 23, 2021 Board of Commissioners meeting minutes. Having none, the minutes passed unanimously and are adopted.

INTERIM PRESIDENT'S REPORT

In the State of Texas, we have confirmed 2,855,526 confirmed COVID cases. 49,776 have passed. In Harris County Houston confirmed 386,620 cases 6,076 Harris County residents have passed.

We are at a very complicated stage of the pandemic. As we have been saying, it is not the time to let down their guard. Please get vaccinated. As you prepare to do that, get tested, mask up, social distance and wash your hands as we hope to get through this together.

On a national level, we were pleased to see President Biden unveiled an outline of his fiscal year 2022 budget. To our specific interests, he called for a 15% overall increase to HUD and an expansion of 20,000 new vouchers which, if it does come to fruition, will be the largest one-time expansion of a voucher program. In total, this discretionary request provides a total of 16.7 billion for HUD which is an increase of over 9 billion over the 2021 enacted level.

A gentle reminder, in democratic administrations, we tend to see aspirational goals on our behalf in budgets, typically then the house will come in lowest, Senate will come in higher than the house but lower than the President, and we will usually end up near the Senate. Although the past does not always predict the future. We certainly hope that our elected officials are generous on behalf of the many folks who need it and join HUD Secretary Fudge in calling for adoption of this particular part of the federal budget.

On infrastructure, we were pleased to see, as we always advocate for housing is infrastructure, that the administration's proposal included \$40 billion to address public housing capital fund backlog and billions of other housing investments and we will keep a close eye on that. I am proud to say that on Tuesday the 6th of April, our public housing efforts were recognized in a \$717,750 award, ROSS (Resident Opportunity Self-Sufficiency) grant program which was one of three awarded at that highest level. In total, HUD awarded \$36.9 million in awards

Finally, I'll close with a little bit on leasing. HUD has indicated that leasing is a primary focus, as it should always be, but particularly now. I will say that operationally, public housing and our voucher program remain very solid. Commissioners, I refer you again to the periodic report in the packet. According to HUD's office of Policy Development and Research (PD&R), HHA's seven-year occupancy average of 98.1% is the highest occupancy of the top 20 largest housing authorities over the 2014 to 2020 period. We are also pleased to note that with 53,056 individuals served on average during the same period, HHA serves more people via traditional HUD programs than any other housing authority in the State of Texas. During the same period, HHA moved from 20th largest to the 19th largest Housing Authority in the country. Given that we are the 4th largest city, with one of the most severe affordable housing shortages, we will always be looking for ways to do more like applying for additional vouchers, developing or acquiring new affordable housing and preserving our public housing stock.

On the voucher side, we did recently share our updated two-year tool, which is the leasing calculator with our HUD field office partners and received HUD feedback indicating that we have a good handle on our plans and we appreciate that feedback. Key metrics in our most recent version of the tool include a 99.5% cumulative leased rate and a 93.4% cumulative eligibility expended rate which we are addressing in Resolution No. 3258 before you today.

On the public housing side, very briefly, clearly impacted by Harvey, COVID and our preservation efforts, we will be providing HUD with our updated plans. I really feel strongly that our focus on resident safety as we move through this tactically and strategically was and is tremendously important and most logical given our challenges. For your information, almost half of our vacant units are accounted for in our Clayton replacement and Telephone Road redevelopment plans. We have an ambitious agenda, Commissioners, with our residents in their neighborhoods at the heart of it. That is my report respectfully submitted.

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

Connie Ortiz stated she is a resident of Oxford Place and has concerns about resident safety.

Dominique Pouncy is a resident of Peninsula Park and has concerns with the lack of response to her service requests.

NEW BUSINESS

Resolution No. 3257 – Consideration and/or to take action to authorize the Interim President & CEO or designee to Write-off vacant tenant accounts for January 1, 2021, to March 31, 2021

Secretary Thiele stated that Resolution No. 3257 will be presented by Mr. George Griffin, Vice President of Public Housing Operations.

Mr. Griffin stated Resolution No. 3257 seeks to authorize the Interim President & CEO or designee vacated tenant accounts designated as uncollectible for the period January 1, 2021 to March 31, 2021 in the amount of \$85,955.03. HUD requires housing authorities to reduce public housing accounts receivable balances quarterly by writing off outstanding debt that is owed by former tenants after the debt has been deemed as uncollectible. This is generally as a result of voluntary and involuntary moveouts. This debt includes rent, additional rent resulting from unreported income, maintenance fees, legal fees, utilities and other fees. It should be noted that the uncollected debt for the first quarter is not the result of evictions. That is due to the federal eviction moratorium being extended and set to expire on June 30th. Therefore, this resolution recommends authorizing the Interim President & CEO to write off vacated tenant accounts designated as uncollected for the period of January 1, 2021 to March 31, 2021 in the amount of \$85,955.03. Accordingly, staff recommends the approval of Resolution No. 3257.

Chair Snowden stated the Board has heard the resolution presented by Mr. Griffin and asked for a motion to adopt Resolution No. 3257.

Commissioner Thomas moved to approve Resolution No. 3257. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3257. Having none, Resolution No. 3257 is adopted.

Chair Snowden stated we will move now to Resolution No. 3258.

Resolution No. 3258 – Consideration and/or to take action to authorize the Interim President & CEO or designee to adopt Payment Standards/High Opportunity Payment Standards for 2021

Secretary Thiele stated that Resolutions No. 3258, 3259 and 3260 will be presented by Robin Walls, Vice President of the Housing Choice Voucher Program.

Ms. Walls stated Resolution No. 3258 request that the Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to adopt Payment Standards effective June 1, 2021, pursuant to the memorandum from myself to Mark Thiele dated April 15, 2021.

Housing authorities are required annually to adopt payment standards in accordance with the fair market rent or small area fair market rent in its jurisdiction. HHA appealed to the 2021 fair market rents the results of the appeal to HUD were successful resulting in increased fair market rents that range from 9.9% on the high end to 6.1% on the low end for each bedroom type resulting in increased affordability for voucher program participants throughout our jurisdiction. Accordingly, staff recommends the board adopt Resolution No. 3258.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3258.

Commissioner Ballard moved to approve Resolution No. 3258. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3258. Having none, Resolution No. 3258 is adopted.

Chair Snowden stated we will move now to Resolution No. 3259.

Resolution No. 3259 – Consideration and/or to take action to authorize the Interim President & CEO or designee to enter into an Interlocal Cooperation Agreement with Dallas Housing Authority to utilize DHA's procurement of the BoodsKapper Inc. software.

Ms. Walls stated Resolution No. 3259 is to request the Board of Commissioners to authorizes HHA enter into an Interlocal Cooperation Agreement with Dallas Housing Authority (DHA), for the purpose of utilizing DHA's procurement of the BoodsKapper Inc. software for the amount of \$109,412 with an initial service term of three years.

With respect to the software, the software will be used for Inspection Mate which will help allow us to schedule inspection services including video conferencing for inspections and allow real time updates of inspection services which is one of our primary vehicles with respect to inspections. Accordingly, staff recommends the Board adopt Resolution No. 3259.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3259.

Commissioner Miller moved to approve Resolution No. 3259. Commissioner Hernandez seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3259. Having none, Resolution No. 3259 is adopted.

Chair Snowden stated we will move now to Resolution No. 3260.

Resolution No. 3260 – Consideration and/or to take action to authorize the Interim President & CEO or designee to enter into a Memorandum of Understanding with Wallace Roberts and Todd for the HHA Choice Neighborhoods Planning Grant for Cuney Homes.

Ms. Walls stated the reason for Resolution No. 3260 request the Board to authorize the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to enter into a contract with Wallace Roberts and Todd (“WRT”) for Planning Coordinator technical assistance services for the HHA Choice Neighborhoods Planning Grant for Cuney Homes and to enter into a contract for the planning grant.

The Choice Neighborhoods Grants will specifically be for planning grants and preparation for any future submissions with respect to the Choice Neighborhood Grant. The WRT firm presented an interdisciplinary approach that was noted by the team with respect to the selection of this vendor. Accordingly, staff recommends the Board adopt Resolution No. 3260.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3260.

Commissioner Kirkendoll moved to approve Resolution No. 3260. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3260. Having none, Resolution No. 3260 is adopted.

Chair Snowden stated, Commissioners and staff that are on the call today, you will be hearing more about this planning grant. As we move forward with discussing the critical award that we received, a very nice award, from HUD with hopes of the planning grant being implemented after it is complete. So, for all parties involved, will continue to work on it and there is a lot of work to be done by staff, consultants, the community, which will play a very critical role, and more importantly our residents at Cuney. So will be moving forward with WRT on that and hopefully have a successful planning grant opportunity.

Chair Snowden stated we will move now to Resolution No. 3261.

Resolution No. 3261 – Consideration and/or to take action to authorize the Interim President & CEO or designee to increase contract amount for Adjusters International for the Hurricane Harvey Public Assistance Disaster Recovery.

Secretary Thiele stated that Resolution No. 3261 and Resolution No. 3262 will be presented by Mr. Mike Rogers, Vice President of Fiscal Operations.

Mr. Rogers stated the reason for Resolution No. 3261 is to request authorization for an additional \$200,000 to be added to the contract for Adjusters International. Adjusters International is the consulting firm that has been working with HHA on all of our FEMA claims since the immediate aftermath of Hurricane Harvey. Adjusters International is considered a very valuable member of the HHA team working on this recovery effort. The remainder of this year is going to be very important year for HHA as we are transitioning into some of the larger recovery deals such as 2100 Memorial and Forest Green. This \$200,000 is the estimated cost that it will require for Adjusters International to be able to continue to assist us for the balance of 2021. The cost of the Adjusters International contract is reimbursable under the direct administration for DAC program which is a FEMA program to reimbursements for the administrative costs of the claims that we're pursuing and we anticipate being reimbursed for the cost of this Adjusters International contract including this addendum under this DAC program. Staff recommends the approval of Resolution No. 3261.

Chair Snowden stated the Board has heard the resolution presented by Mr. Rogers and asked for a motion to adopt Resolution No. 3261.

Commissioner Kirkendoll moved to approve Resolution No. 3261. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3261. Having none, Resolution No. 3261 is adopted.

Chair Snowden stated we will move now to Resolution No. 3262.

Resolution No. 3262 – Consideration and/or to take action to authorize the Interim President & CEO or designee to approve a loan to V.J. Memorial Corporation for operating expenses for 2100 Memorial post-Hurricane Harvey

Mr. Rogers stated the reason for Resolution No. 3262 is to request authorization for an additional \$175,000 to cover operating expenses which primarily consist of the monthly mortgage payment which approximates around \$50,000 a month. We are proposing this resolution to give us a four-month window which to continue these operating expenses with the expectation that we won't be needing all of these funds. We are optimistic that we will receive the necessary approval from the Houston City Council at the end of this month on the loan that will allow this property to be transitioned into full redevelopment mode and allow us to pay off the existing loan which is driving the need for this particular resolution. However, we believe it is prudent to go ahead and have the authorization in place should there be some unexpected delay in their receipt of the anticipated funds from the CDBG disaster recovery for the City of Houston and as such staff is recommending the approval of Resolution No. 3262.

Chair Snowden stated the Board has heard the reading and explanation of this resolution presented by Mr. Rogers. You know the important of 2100 Memorial and moving their product development forward as quickly as possible. I will now ask for a motion to adopt Resolution No. 3262.

Commissioner Kirkendoll moved to approve Resolution No. 3262. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3262. Having none, Resolution No. 3262 is adopted.

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

EXECUTIVE SESSION

Chair Snowden suspended the Public Session on Tuesday, April 20, 2021 at 3:33 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 4:05 p.m. on Tuesday, April 20, 2021.

Secretary Thiele called the roll and declared a quorum present. Commissioner Hernandez was not present.

Chair Snowden stated we are going to pause for a minute to hear the reading of the verdict in the Derek Chauvin trial. The Judge is polling the jurors individually. All counts were guilty.

Chair Snowden stated we will continue to new business.

NEW BUSINESS continued...

Resolution No. 3263 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with WA Development for the development of The Almeda at Fannin Station Phase II, an apartment community located at or about the intersection of Almeda Road and Feldman Street, Houston, TX 77045

Chair Snowden stated the Board has heard the reading and discussion of the resolution and asked for a motion to adopt Resolution No. 3263.

Commissioner Thomas moved to approve Resolution No. 3263. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3263. Having none, Resolution No. 3263 is adopted.

Chair Snowden stated we will move now to Resolution No. 3264.

Resolution No. 3264 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with Wood Partners for the acquisition of Alta Med Main, an apartment community located at or about 9330 South Main, Houston, TX 77025

Chair Snowden stated the Board has heard the reading and discussion of the resolution and asked for a motion to adopt Resolution No. 3264.

Commissioner Miller moved to approve Resolution No. 3264. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3264. Having none, Resolution No. 3264 is adopted.

Chair Snowden stated we will move now to Resolution No. 3265.

Resolution No. 3265 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with The Morgan Group for the acquisition of The Marq on Voss, an apartment community located at or about 2525 S Voss Rd, Houston, TX 77057

Chair Snowden stated the Board has heard the reading and discussion of the resolution and asked for a motion to adopt Resolution No. 3265.

Commissioner Ballard moved to approve Resolution No. 3265. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3265. Having none, Resolution No. 3265 is adopted.

Chair Snowden stated we will move now to Resolution No. 3266.

Resolution No. 3266 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with Standard Residential, LLC for the acquisition of 2626 Fountain View, an apartment community located at or about 2626 Fountain View, Houston, TX 77057

Chair Snowden stated the Board has heard the reading and discussion of the resolution and asked for a motion to adopt Resolution No. 3266.

Commissioner Kirkendoll moved to approve Resolution No. 3266. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3266. Having none, Resolution No. 3266 is adopted.

Chair Snowden stated we will move now to Resolution No. 3267. There was a printing error in the address. We will seek to amend the address after the reading of the resolution.

Resolution No. 3267 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with Argosy Real Estate Partners for the acquisition of Kingsland West apartment community located at or about 2101 North Shepherd, Houston, TX 77008

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to amend the resolution with the correct address of 18325 Kingsland Blvd, Houston, TX 77094.

Commissioner Thomas moved to amend Resolution No. 3267 with the correct address of 18325 Kingsland Blvd., Houston, TX 77094. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to amend Resolution No. 3267 with the correct address of 18325 Kingsland Blvd., Houston, TX 77094. Having none, Resolution No. 3267 is amended.

Chair Snowden stated you have heard the reading and discussion of the resolution, I will now ask for a motion to adopt Resolution No. 3267 as amended with the correct address of 18325 Kingsland Blvd., Houston, TX 77094.

Commissioner Thomas moved to approve Resolution No. 3267. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3267. Having none, Resolution No. 3267 is adopted.

Chair Snowden stated we will move now to Resolution No. 3268.

Resolution No. 3268 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with Wood Partners for the acquisition of Alta West Gray, an apartment community located at or about 299 West Gray Street, Houston, TX 77019

Chair Snowden stated the Board has heard the reading and discussion of the resolution and asked for a motion to adopt Resolution No. 3268.

Commissioner Miller moved to approve Resolution No. 3268. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3268. Having none, Resolution No. 3268 is adopted.

Chair Snowden stated we will move now to Resolution No. 3269.

Resolution No. 3269 – Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with Wood Partners for the acquisition of Alta City West, an apartment community located at or about 9233 Westheimer Road, Houston, TX 77063

Chair Snowden stated the Board has heard the reading and discussion of resolution and asked for a motion to adopt Resolution No. 3269.

Commissioner Thomas moved to approve Resolution No. 3269. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3269. Having none, Resolution No. 3269 is adopted.

Chair Snowden stated we will move now to the Warehouse District Apartments Public Hearing

WAREHOUSE DISTRICT APARTMENTS PUBLIC HEARING

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

Chair Snowden stated seeing none and hearing none, the Public Hearing will close with no public comments being made regarding the Warehouse District Apartments.

Resolution No. 3270 – Consideration and/or to take action to authorize the Interim President & CEO or designee facilitate the acquisition of those certain parcels of land located at 813 McKee Street, 850 McKee Street, 805 Hardy Street ("805 Hardy"), 1702 Nance Street ("1702 Nance"), and that certain 0.37 acre parcel with frontage on Old Hardy Road, east of Hardy Street, located between and running perpendicular to Nance St. and Sterrett St., and adjacent to each of 805 Hardy and 1702 Nance, Houston, TX 77020, the construction and development of the 304-unit Warehouse District Apartments, and the execution of all required documents therefor

Chair Snowden stated the Board has heard the reading and discussion of the resolution and asked for a motion to adopt Resolution No. 3270.

Commissioner Ballard moved to approve Resolution No. 3270. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3270. Having none, Resolution No. 3270 is adopted.

ADJOURNMENT

Chair Snowden remarked this concludes the items on today's agenda. He thanked the Commissioners for their time and commitment.

Chair Snowden asked for a motion to adjourn the meeting.

Commissioner Miller moved to adjourn. Commissioner Ballard seconded. The meeting adjourned at 4:20 p.m.



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**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, APRIL 20, 2021
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, April 20, 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: Connie Ortiz – I have lived at Oxford Place for 14 years and I am here to talk about resident safety. I don’t think you all are really concerned about resident safety because we are having this parking issue. I don't think it's fair that the residents that have insurance, tags and stickers can’t find any parking. It’s not safe to walk from the front all the way to the back to park. The residents, especially the elderly, should be able to park in front of our doors or at least near our doors. We have people with 2-3 cars that don’t live here and there are people that are driving company vehicles parking where the residents should be parking. There are cars with outdated stickers (by 2, 3, 4 years) and some with no sticker at all. There are cars with flat tires. I told miss Betty about this and she's wonderful and she tries her best but you need to do your part. There is violence. You don't live here and see what we are going through. You don’t see the fights or the drugs. For the residents’ safety, please take care of the ones that live here.

R: Allied Orion has followed up with Ms. Ortiz to discuss her issues regarding outdated stickers, adequate parking, and non-resident vehicles. Ms. Ortiz’s concerns are currently being reviewed to determine the most appropriate course of action to address this matter.

C: Dominique Pouncy – I'm a resident at Peninsula Park Apartments and I am having an issue with service request from my apartment. I contacted them over 6 times with no response. No follow up. Nothing. I don't know if somebody is lying to me or what but I haven't had one of my appliances working for almost two months. I know it's not a big appliance, it's just a microwave, but I still use it every day. I had the same issue a couple of years ago with a request in service for carpet replacement. I've had the same carpet for over 14 years. It is worn and it is tired. I feel like a dog chasing its tail and not getting any help. They don't have a problem with cashing my checks when I pay my rent on time. I have a problem with them not fixing things. This is very disappointing and it's frustrating to pay rent on time and not have things working in your apartment.

R: Asset Management directed Allied Orion to follow up with Ms. Pouncy, regarding the service request to replace her microwave. Immediately after the PMC spoke with the tenant, an order was placed to purchase the tenant a replacement microwave. The microwave has since been installed and the service request has been closed. The Director of Asset Management also followed up with the tenant to ensure she was satisfied with the installation.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action authorizing the Interim President & CEO or designee to execute Memorandum of Understandings (MOU) or Interlocal Agreements, with ten community partners

2. Date of Board Meeting: May 18, 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 enter into Memorandum of Understandings (MOU) or Interlocal Agreements with ten partners for HHA's Jobs Plus application to support workforce development services at Oxford Place Apartments, pursuant to the memorandum from George Griffin, Vice President, Housing Operations dated May 5, 2021, to Mark Thiele, Interim President & CEO.

4. Department Head Approval

Signature

DocuSigned by:
George D. Griffin III
B501C71F4DD949C...

Date: 5/14/2021

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

Funds Budgeted and Available Yes No Source _____

VP of FO Approval

Signature _____

Date: _____

6. Approval of President & CEO

Signature

DocuSigned by:
Mark Thiele
6072D2C8367A4C7...

5/14/2021

Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: GEORGE GRIFFIN, VICE PRESIDENT, HOUSING OPERATIONS
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION AUTHORIZING THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE MEMORANDUM OF UNDERSTANDINGS (MOU) OR INTERLOCAL AGREEMENTS, WITH 10 COMMUNITY PARTNERS
DATE: MAY 5, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to enter into MOUs or InterLocal Agreements with 10 community partners to formalize payments services and in-kind contributions reflected in HHA's Jobs Plus application recently awarded by HUD. The award supports workforce development services at Oxford Place Apartments for 48 months starting July 1, 2021.

BACKGROUND

In April 2021, the Department of Housing & Urban Development (HUD) awarded the Houston Housing Authority (HHA) a JOBS-PLUS grant in the amount of \$2,300,000. HHA will utilize JOBS PLUS funding to support a comprehensive workforce development program for public housing residents at Oxford Place Apartments. Grant funds will support residents' access to on-site resources consisting of a career center, literacy classes, skills training, personal development workshops, micro-enterprise center, and supportive services targeting employable adult residents (starting ages 16 and above). During the 48-month award, the HHA will serve as a change agent to assist in transitioning families at Oxford Place to self-reliance.

The JOBS-PLUS funding notice issued by HUD required the HHA to obtain Letters of Support from private/public partners to provide direct services related to the Jobs Plus grant goals. Community Partners provided Letters of Support and a list of customized services that were included in HHA's grant application. The Funding Notice required the HHA to provide evidence of local financial support/leverage of at least 25% of the award; for the application to be deemed eligible for consideration. HHA utilized Letters of Support from 10 Partners who are firmly committed to providing in-kind services valued at \$4,811,854, which indicates a 209% leverage. HHA's match far exceeded HUD's minimum 25% match/leverage requirements, contributing to the application being awarded. The Letters of Support from HHA's partners also reflected the provision of programs/services necessary to engage 284 unemployed/underemployed adults in Jobs Plus. The purpose of this resolution is to ratify commitments funded in the Jobs Plus application, as indicated below:

Organizations/Partners	Description of Cash/In-kind Contribution	Match Amount
Houston Food Bank	Supplement Food (food boxes/panty)	\$2,106,000
AVANCE	Early Headstart, Headstart, Adult Literacy, Healthy Relationship & Youth Services	\$1,204,000
Portfolio Resident Services	Adult Literacy and Financial Literacy	\$300,000
Workforce Solutions	Workforce Development Services <i>(literacy assessments, skills testing, training tuition, job-related supportive services (childcare, transportation, etc))</i>	\$270,000
Kidz Grub	Nutritious Meals and Snacks for Youth	\$255,150
Career & Recovery	Work Readiness for Adults	\$228,000
The Alliance	Adult Literacy, Skills Training and Financial Literacy/Counseling	\$219,024
Guide of Destiny	Career Prep Mentoring & Counseling	\$135,000
Initiative for Health Communities	Mental Health Support Groups & Case Management	\$51,480
Oxford Place Resident Council	Ten (10) Resident Volunteers	\$43,200
TOTAL COMMITMENT		\$4,811,854

HHA's Jobs Plus written agreements (Memorandum of Understanding or Interlocal Agreement) will also outline:

- 1) roles and responsibilities between the HHA and the Partners,
- 2) services that are included the Partner's in-kind contributions (match), and
- 3) additional payments/fees HHA will pay Partners for customized services
- 4) quantifiable performance goals for Partners, along with HHA's desired completion timelines

Below is a summary of fees HHA's Jobs Plus application included as payments for Community Partners to provide customized workforce development-related programs and services:

Partner	Fees Not Exceeding	Contracted Services
Workforce Solutions	\$540,000	Provide dedicated staff to host on-site career center @ Oxford Place
The Alliance	\$50,000	Customized Job Training Classes
Guide of Destiny	\$10,000	Supportive Services
TOTAL	\$600,000	

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 to enter into Memorandum of Understandings (MOU) or Interlocal Agreements with ten partners for HHA's Jobs Plus application to support workforce development services at Oxford Place Apartments, pursuant to the memorandum from George Griffin, Vice President, Housing Operations dated May 5, 2021, 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 conditionally award Project-Based Vouchers to Temenos Place Apartments

2. Date of Board Meeting:

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 ninety-five (95) Project-Based Vouchers to Temenos Permanent Affordable, LLC (Temenos Place Apartments) at 1703 -1711 Gray St. Houston, TX 77003, pursuant to the memorandum dated August 5, 2020, from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO.

4. Department Head Approval

Signature _____

DocuSigned by:
Robin Walls
632F7E64026640A...

Date: 5/14/2021

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

Funds Budgeted and Available Yes No Source _____

VP of FO Approval

Signature _____

Date: _____

6. Approval of President & CEO

Signature _____

DocuSigned by:
Mark Thiele
6072D2C8367A4C7...

5/14/2021

Date: _____



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 TEMENOS PLACE APARTMENTS
DATE: MAY 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 conditionally award ninety-five (95) Project-Based Vouchers to Temenos Permanent Affordable, LLC (Temenos Place Apartments) at 1703 -1711 Gray St. Houston, TX 77003

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 to be 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 21-11 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 twenty (20) 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

The Evaluation Committee was comprised of; Robin Walls, HCVO Vice President, Mike Rogers, Vice President of Finance and Business Operations and Alan Isa, 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 non-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

Two proposals were ranked as follows:

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Temenos Place		111
2	Blessed Development		No Score

Evaluation Criteria	Temenos Place
Supportive Services Plan and Capacity (Evaluated for all PSH, VASH and non-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)	18
Previous Experience of Applicant in Development and Property Management of Projects of Similar Scale for Similar Target Populations (Evaluated for all projects)	18
Project Design (Evaluated for all projects)	15
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)	111 (92.5%)

- References have been checked and returned positive. There are no conflicts of interest, and Temenos Permanent Affordable, LLC is not on the HUD Debarment List.

As a new construction project, HHA and the project owner must enter into an Agreement to Enter into a Housing Assistance Payments Contract (AHAP). Construction cannot commence until the AHAP is executed. In addition to the conditions noted above, in advance of executing the AHAP:

- A subsidy layering review must be completed by HUD or a recognized Housing Credit Agency, with a determination made that the PBV assistance is in accordance with HUD subsidy layering requirements. The project owner must provide all information required for the subsidy layering review on a timely basis.
- 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 AHAP 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

DESCRIPTION OF WINNING PROPOSAL

Temenos

Temenos Permanent Affordable is a community-based nonprofit in Houston with expertise in Permanent Supportive Housing (PSH) that has developed, owned, and operated 138 units of affordable

housing for the county's most vulnerable population. Current Temenos CDC leadership has over 15 years of experience providing leadership in the local homeless response system, focusing on PSH.

In 2006, Temenos set out to fix a problem that is often thought of as unfixable: chronic homelessness. At the time, the standard approach was to try to make homeless people "housing ready": first, you placed people into shelters or halfway houses and put them into treatment; only when they made progress could they stand a chance of receiving permanent housing. Temenos CDC launched with a different strategy, which starts by simply giving the homeless homes.

Temenos is committed to providing permanently affordable, safe, and well-maintained housing for low and extremely low-income persons, all of whom have special needs. They believe that all persons have a right to quality affordable housing. They are committed to helping people in need, without regard to race, color, religion, sex, gender expression, gender identity, national origin, sexual orientation, disability, or their ability to pay.

Their first property, Knowles-Temenos Place Apartments, opened in 2009 with 43 efficiency units to house those to whom other properties were reluctant to give a chance. Since that time, Temenos CDC has added two additional developments that house an additional 95 vulnerable residents. One development, the only of its kind in the area, exclusively serves persons with chronic alcohol addiction. Temenos CDC has utilized Harris County, State of Texas, the City of Houston, and HUD funds for both capital and service funding sources on all three projects.

Since its inception, Temenos has developed, owned, and operated 138 units of permanent supportive housing with a multitude of services provided to the residents. The Temenos portfolio currently consists of Temenos I (43 units), Temenos II (80 units), and Temenos III (15 units). Temenos and NHP were previously awarded Project-Based Vouchers under RFP 20-22 but withdrew their submission.

NHP Foundation (NHP) and Temenos are developing 1701-1711 Gray as a project for the homeless in Midtown Houston. Midtown is rapidly gentrifying and has traditionally been the home too low and extremely low-income persons, many of whom are homeless or at-risk of homelessness. The widespread development of high-end, market-rate housing in the area over the past decade has driven up housing costs and resulted in widespread displacement of this population and the services that support them. In order to maintain the diversity of the community and offer housing options for the homeless residents of the area, it is important to create supportive housing in this neighborhood. To this end, 1703 -1711 Gray St. will provide 95 units of service-enriched housing targeted to homeless and at-risk households. The project will have extensive common space that will be used for on-site social services for tenants, including service coordination, case management, and educational services.

PROPERTY DETAILS

- Five-story building (4 stories over a podium first floor)
- 95 micro-unit studio apartments
- Accessible Units (ADA Standards, Section 504, & Harris County)
- Two elevators for resident convenience and easy move-ins.
- Twenty-four-hour front door monitored entry
- The property will be fenced to provide an additional sense of security

The development will include the following amenities to serve the residents:

- Office for health screening
- Multipurpose room for resident service programs
- Offices for caseworkers
- Laundry facilities on each floor
- Resident computer area
- Controlled building access
- Property management office
- Meeting room
- Central Kitchen for 15 “wet” units on the first floor
- Built-in furniture in the units
- Murphy beds and built-in furniture to provide additional unit functionality and a feeling of greater size

Resiliency Features include:

- Location outside the floodplain, in an area that hasn’t flooded in recent storm events
- Underground stormwater management
- Solar-ready construction
- Energy Star appliances

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 ninety-five (95) Project-Based Vouchers to Temenos Permanent Affordable, LLC (Temenos Place Apartments) at 1703 - 1711 Gray St. Houston, TX 77003, pursuant to the memorandum dated May 4, 2021, from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO



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 take the following actions with regard to the 2100 Memorial Apartments (the "Project"): (a) forgive the outstanding debt on the Project; and (b) such other actions necessary or convenient to carry out this resolution

2. Date of Board Meeting: May 18, 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 take the following actions with regard to the 2100 Memorial Apartments (the "Project"): (a) forgive the outstanding debt on the Project; and (b) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum dated May 5, 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: 5/14/2021

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

Funds Budgeted and Available Yes No Source n/a

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 5/14/2021

6. Approval of Interim President & CEO Signature DocuSigned by:
Mark Thiele
6072D2C8367A4C7... Date: 5/14/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS
FROM: MARK THIELE, INTERIM PRESIDENT & CEO
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO TAKE THE FOLLOWING ACTIONS WITH REGARD TO THE 2100 MEMORIAL APARTMENTS (THE "PROJECT"): (A) FORGIVE THE OUTSTANDING DEBT ON THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION
DATE: MAY 5, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "Authority") to take the following actions with regard to the 2100 Memorial Apartments (the "Project"): (a) forgive the outstanding debt on the Project; and (b) such other actions necessary or convenient to carry out this resolution

BACKGROUND

In connection with the redevelopment of the Project the Authority desires to forgive the \$1,750,000.00 loan made to Memorial Drive Elderly, L.P. (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 necessary and/or related to the forgoing matters (collectively the "Agreements") the Interim President and Chief Executive Officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated.

The Board authorizes that all acts, transactions, or agreements undertaken prior hereto by the Interim President and Chief Executive Officer of the Authority 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 Board authorizes that the Interim President and Chief Executive Officer 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 and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President

and Chief Executive Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

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 take the following actions with regard to the 2100 Memorial Apartments (the "Project"): (a) forgive the outstanding debt on the Project; and (b) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum dated May 5, 2021 from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO

RESOLUTION NO. 3273

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE THE FOLLOWING ACTIONS WITH REGARD TO THE 2100 MEMORIAL APARTMENTS (THE "PROJECT"): (A) FORGIVE THE OUTSTANDING DEBT ON THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.

WHEREAS, in connection with the redevelopment of the Project the Authority desires to forgive the \$1,750,000.00 loan made to Memorial Drive Elderly, L.P. (the "Partnership");

NOW, THEREFORE, in connection with the foregoing, 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 necessary and/or related to the forgoing matters (collectively the "**Agreements**") the Interim President and Chief Executive Officer 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 and Chief Executive Officer of the Authority 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 and Chief Executive Officer 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 and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President and Chief Executive Officer 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 ____ day of _____, 2021.

CHAIR

ATTEST:

Secretary



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

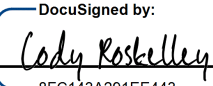
1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a contract with CBRE, Inc. for Real Estate Brokerage Services

2. Date of Board Meeting: May 18, 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 enter into a contract with CBRE, Inc. for Real Estate Brokerage Services, pursuant to the memorandum dated May 4, 2021, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature  Date: 5/14/2021
DocuSigned by: 8FC143A291EE443...

5. Statement regarding availability of funds by V.P. of Fiscal Operations

Funds Budgeted and Available Yes No Source n/a

VP of FO Approval Signature  Date: _____
DocuSigned by: 3FC87AD4710742D...

6. Approval of President & CEO
Signature  Date: 5/14/2021
DocuSigned by: 6072D2C8367A4C7...



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VP REID
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH CBRE, INC. FOR REAL ESTATE BROKERAGE SERVICES
DATE: MAY 4, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Interim President & CEO or designee to negotiate, execute, and make necessary changes and corrections and take such actions to enter into a contract with CBRE, Inc. for Real Estate Brokerage Services.

BACKGROUND

Although the Houston Housing Authority is a long-term holder of Affordable Housing Assets, there are occasions when it is in the best interest of the Housing Authority to dispose of an asset and redeploy the capital into other assets. A Brokerage Company like CBRE, Inc. can reach a large audience of potential buyers. For this reason, it is the reason for procuring Brokerage Services.

ADVERTISEMENT

In January of 2021, HHA's Procurement Department issued a legal notice advertising RFP 21-07 Real Estate Brokerage Services ("RFP 21-07") in the Houston Chronicle, Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting "RFP 21-07" on the website of HHA's Procurement Department, interested parties were also able to access "RFP 21-07" by going to the websites of the City of Houston Office of Business Opportunity (OBO); the Greater Houston Black Chamber of Commerce (GHBCC); the Houston Minority Supplier Development Council (HMSDC); the Houston Chapter of the National Association of Minority Contractors (NAMC); and to the Houston Office of U.S. Small Business Administration (SBA).

HHA's Procurement Department also sent e-mails announcing the existence of "RFP 21-07" to Real Estate Firms on HHA's Bidder's List, and to the Chairperson of the Houston Black Real Estate Association (HBREA) who agreed to disseminate "RFP 21-07" to its members.

EVALUATION PROCESS

All responses to “RFP 21-07” received by the specified due date were scored based on the following published scoring criteria:

Evaluation/Selection Criteria	Maximum Score
Firm’s history, resources and capability to perform the required work, and the ability to market the property to a board range of perspective Buyers at the local, regional, and National levels.	20
Qualifications and experience of assigned personnel	20
Total Fee(s) for Brokerage Services	20
Project planning, methodology/strategy to accomplish task	15
M/WBE Participation	15
Partnership	5
Section 3 Participation	5
Total Score	100

On March 5, 2021 HHA’s Procurement Department opened the following sealed proposals that were subsequently scored independently by an Evaluation Committee:

Rank	Firm/Company	M/WBE	Evaluation Rating
1	CBRE, Inc.	N/A	95
2	Transwestern Commercial Services, LLC	N/A	90
3	Limestone Commercial Real Estate	WBE	81
4	George E Johnson Properties, LLC	M/WBE	80
5	The Randle Team, LLC	M/WBE	78
6	Womack Development and Investment Realtors	MBE	77
7	Ryland Enterprise, Inc. dba ARVO Realty Advisors	MBE	73
8	KBH Signature Realty Group	M/WBE	67

The Evaluation Committee consisted of Cody Roskelley, Vice President of REID, Bill Bryant, Energy Manager, and Alan Isa, Policy Analyst.

DESCRIPTION OF CBRE, INC.

CBRE, Inc. is the world’s largest commercial real estate services and investment firm, with 2019 revenues of \$23.9 billion. They have been included on the Fortune 500 since 2008, currently ranking #128. They have been in business since 1906. As investors, they provide capital markets (property sales, mortgage origination, sales, and servicing), leasing, investment management, property management, valuation, and development services, among others. CBRE, Inc. has been recognized for its leadership, including:

- Named one of Fortune’s “Most Admired Companies” for eight years in a row, including being ranked number one in the real estate sector for two consecutive years
- Voted the industry’s top brand by the Lipsey Company for 19 consecutive years (including 2020)

- *Rated a World's Most Ethical Company* by the Ethisphere Institute for seven consecutive years (including 2020)
- *Recognized for our environmental sustainability* activities through inclusion in the Dow Jones World Sustainability Index
- *Recognized for fostering careers opportunities for women through inclusion in the Bloomberg Gender Equality Index*

CBRE, Inc. has partnered with John L. Guess III of The Guess Group, Inc., a luminary of Houston's commercial real estate community and a long-time collaborator with CBRE, Inc. CBRE, Inc. commits to a 30% contract share with The Guess Group to meet HHA's Minority Business Goals and access the best talent in the market.

Additionally, CBRE, Inc. has agreed to contribute to the Section 3 Self-Sufficiency Compliance Fund.

CBRE, Inc. 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 or designee to negotiate, execute and make necessary changes and corrections and to take such actions to enter into a contract with CBRE, Inc. for Real Estate Brokerage Services, pursuant to the memorandum dated May 4, 2021, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

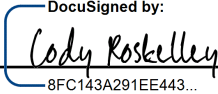
1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units at, the Eclipse Apartments located at 1725 Crescent Plaza, Houston, Texas 77077, and the execution of all required documents therefor

2. Date of Board Meeting: May 18, 2021


3. Proposed Board Resolution:

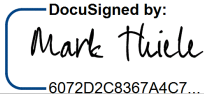
Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within, the Eclipse Apartments located at 1725 Crescent Plaza, Houston, Texas 77077 (the "Project"), pursuant to the memorandum dated May 5, 2021, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature  Date: 5/14/2021
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: 5/14/2021
3FC87AD4710742D

6. Approval of Interim President & CEO Signature  Date: 5/14/2021
6072D2C8367A4C7...



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS
FROM: MARK THIELE, INTERIM PRESIDENT & CEO
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS AT, THE ECLIPSE APARTMENTS LOCATED AT 1725 CRESCENT PLAZA, HOUSTON, TEXAS 77077, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: MAY 5, 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 acquisition of, and the placement of "affordable" units at, the Eclipse Apartments located at 1725 Crescent Plaza, Houston, Texas 77077 (the "Project"), and the execution of all required documents therefor.

BACKGROUND

The Authority has created Lakeside Place PFC ("PFC") to assist in the development of certain multifamily housing developments such as the Project. The Authority desires for the PFC to purchase the Project.

The PFC and Eclipse Crescent Plaza Owner LP, a Delaware limited partnership (the "Owner") will enter into a lease agreement (the "Lease Agreement") granting site control of the Project to the Owner.

Pursuant to the terms of the Lease Agreement and regulatory agreement recorded against the property upon which the Project is constructed, no less than 50% of the units in the Project will be reserved or occupied by individuals or families earning less than 80% of area median income.

The Owner will obtain a loan in an aggregate principal amount not to exceed \$37,000,000 (the "Loan") from Wells Fargo Bank, N.A. ("Lender"), to finance the Project and, in connection with the making of the Loan, Lender will require PFC to join in the execution of documents evidencing and/or securing the Loan (collectively, the "Loan Documents").

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 to review, approve and execute all certificates, affidavits, agreements, documents, and other writings necessary and/or related to the forgoing matters

(collectively the "Agreements") the Interim President and Chief Executive Officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated.

The Board authorizes that all acts, transactions, or agreements undertaken prior hereto by the Interim President and Chief Executive Officer of the Authority 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 Board authorizes that the Interim President and Chief Executive Officer 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 and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President and Chief Executive Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within, the Eclipse Apartments located at 1725 Crescent Plaza, Houston, Texas 77077 (the "Project"), pursuant to the memorandum dated May 5, 2021, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO

RESOLUTION NO. 3275

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE ECLIPSE APARTMENTS LOCATED AT 1725 CRESCENT PLAZA, HOUSTON, TEXAS 77077 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

WHEREAS, the Authority has created Lakeside Place PFC ("**PFC**") to assist in the development of certain multifamily housing developments such as the Project;

WHEREAS, the Authority desires for the PFC to purchase the Project;

WHEREAS, the PFC and Eclipse Crescent Owner LP, a Delaware limited partnership (the "**Owner**") will enter into a lease agreement (the "**Lease Agreement**") granting site control of the Project to the Owner;

WHEREAS, pursuant to the terms of the Lease Agreement and regulatory agreement recorded against the property upon which the Project is constructed, no less than 50% of the units in the Project will be reserved or occupied by individuals or families earning less than 80% of area median income;

WHEREAS, the Owner will obtain a loan in an aggregate principal amount not to exceed \$37,000,000 (the "**Loan**") from Wells Fargo Bank, N.A. ("**Lender**"), to finance the Project and, in connection with the making of the Loan, Lender will require PFC to join in the execution of documents evidencing and/or securing the Loan (collectively, the "**Loan Documents**");

NOW, THEREFORE, in connection with the foregoing, 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 necessary and/or related to the forgoing matters (collectively the "**Agreements**") the Interim President and Chief Executive Officer 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 and Chief Executive Officer of the Authority 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 and Chief Executive Officer 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

and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President and Chief Executive Officer 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 18th day of May, 2021.

ATTEST:

CHAIR

Secretary



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

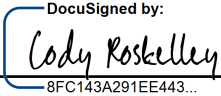
1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Artsian/America Corp for the acquisition, rehab, and development of Hillcroft Adair Center, an apartment community that will be located at or about 6200 Hillcroft Ave Houston, TX 77081

2. Date of Board Meeting: May 18, 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 facilitate a Memorandum of Understanding with Artsian/America Corp for the acquisition, rehab, and development of Hillcroft Adair Center an apartment community that will be located at or about 6200 Hillcroft Ave Houston, TX 77081, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Cody Roskelley, Vice President of REID dated May 10, 2021, to Mark Thiele, Interim President & CEO.

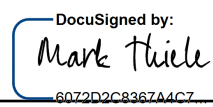
4. Department Head Approval Signature  Date: 5/14/2021
DocuSigned by: 8FC143A291EE443...

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

Funds Budgeted and Available Yes No Source n/a

VP of FO Approval Signature  Date: 5/14/2021
DocuSigned by: 3FC87AD4710742D...

6. Approval of President & CEO

Signature  Date: 5/14/2021
DocuSigned by: 6072D2C8367A4C7...



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 EXECUTE A MEMORANDUM OF UNDERSTANDING WITH ARTSIAN/AMERICA CORP FOR THE ACQUISITION, REHAB, AND DEVELOPMENT OF HILLCROFT ADAIR CENTER, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 6200 HILLCROFT AVE HOUSTON, TX 77081
DATE: MAY 10, 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 facilitate a Memorandum of Understanding with Artsian/America Corp for the acquisition, rehab, and development of Hillcroft Adair Center, an apartment community located at or about 6200 Hillcroft Ave Houston, TX 77081.

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). In Houston, 155,582 families are currently living in poverty. Over 200,000 families in Houston pay is 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 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, a Qualification Based Solicitation (QBS 21-08) was issued on January 14, 2021.

This goal of QBS 21-08 is to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

PROPOSED PARTNER & ACQUISITION/DEVELOPMENT

Artisan/American Corp. and Artisan Realty Co. has built its reputation around hands-on property management and remains committed to providing the highest standards of service and integrity for all our properties. The company only manages developments owned by Artisan/American Corp.

The project is an adaptive reuse of two (2) six-story existing office buildings that have been stripped and prepared for multifamily construction on the interiors. Each building will contain 84 units, comprised of 66 1-bedroom and 18 2-bedroom units. There will be a new construction 6-story central building that

connects the two existing buildings, which shall contain 91 units, comprised of 58 1-bedroom and 33 2-bedroom units. The main building will house the leasing and management office and amenities facilities. The central building's first floor will flow into the pool and outdoor amenities located at the rear of the buildings. This gated community includes ample surface-level parking, as well as a two-story parking deck. Tenants will have optional use of covered carports, as well as outdoor storage units. Frequent bus service is available at the front of the community on Hillcroft Ave.

AFFORDABLE UNITS

All 259 Units will be at 60% AMI. One hundred ninety units are one-bedroom one-bath units, and 69 units will be two-bedroom one-bath units.

EVALUATION PROCESS

The Evaluation Committee for QBS 21-08 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised on January 14, 2021, in the Houston Chronicle, The Forward Times, and on the HHA's website. In response, the Houston Housing Authority received eight responses, of which all eight were evaluated.

SCORING

The scoring criteria for potential deals were changed in 2020 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 21-08 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	Points Scored
Location	10	8
Depth of Affordability	10	4
Schools	10	2.33
\$ on the Front End	10	10
\$ During Operations	10	10
Reasonable Developer	10	2
Term of Affordability	5	5
Flood Plain	5	5
\$/Land on the Backend	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	1
Unit Mix	2.5	0
Mix with Market Units	2.5	0
Bonus Points	5	0
Total Points	100	56.3

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 facilitate a Memorandum of Understanding with Artsian/America Corp for the acquisition, rehab, and development of Hillcroft Adair Center an apartment community that will be located at or about 6200 Hillcroft Ave Houston, TX 77081, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Cody Roskelley, Vice President of REID dated May 10, 2021, to Mark Thiele, Interim President & CEO.



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 Memorandum of Understanding with Trinsic Residential Group/Lavoro Acquisitions, LLC for the development of Lavoro Heights, an apartment community that will be located at or about 5240 Nolda Street Houston, TX 77077

2. Date of Board Meeting: May 18, 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 facilitate a Memorandum of Understanding with Trinsic Residential Group/Lavoro Acquisitions, LLC for the development of Lavoro Heights, an apartment community that will be located at or about 5240 Nolda Street Houston, TX 77007, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Cody Roskelley, Vice President of REID dated May 10, 2021, to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature DocuSigned by:
Cody Roskelley
8FC143A291EE443... Date: 5/14/2021

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

Funds Budgeted and Available Yes No Source n/a

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC07AD4710742B... Date: 5/14/2021

6. Approval of President & CEO

Signature DocuSigned by:
Mark Thiele
6072D2C9367A4C7... Date: 5/14/2021



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 EXECUTE A CONTRACT WITH TRINSIC RESIDENTIAL GROUP / LAVORO ACQUISITIONS, LLC FOR THE DEVELOPMENT OF LAVORO HEIGHTS, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 5240 NOLDA STREET HOUSTON, TX 77077
DATE: MAY 10, 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 facilitate a Memorandum of Understanding with Trinsic Residential Group / Lavoro Acquisitions, LLC for the development of Lavoro Heights, an apartment community located at or about 5240 Nolda Street Houston, TX 77007.

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). In Houston, 155,582 families are currently living in poverty. Over 200,000 families in Houston pay is 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 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, a Qualification Based Solicitation (QBS 21-08) was issued on January 14, 2021.

This goal of QBS 21-08 is to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

PROPOSED PARTNER & DEVELOPMENT:

Trinsic Residential Group/Lavoro Heights, LLC specializes in multi-family development. Primary competencies are in the acquisition, development, and re-development of affordable multi-family residential properties located throughout the state of Texas.

Lavoro proposes to develop a 3.57-acre site on 5240 Nolda Street, Houston, TX 77007. The proposed development will be a 392 unit mixed-income housing development that will provide quality attainable housing for Houston residents. The site is conveniently located adjacent (south) to the 1-10 frontage road ("Katy Freeway"). The primary development program consists of 392 total units, with a mixture of one, two, and three-bedroom apartments. 51% of the units (202) will be restricted to tenants making below 80% of the Area Median Income. Within this portion of restricted units, Lavoro Acquisitions, LLC is proposing to provide more profound levels of affordability with 10% of the overall units (40) at 60% AMI and the acceptance of project-based vouchers on select units. The remaining 49% of the project will be at market rate.

The project site comprises two parcels and will have five levels of wood-frame over two levels of concrete podium.

AFFORDABLE UNITS

Lavoro Heights features a mix of 1, 2 & 3-bedroom multi-family units. Fifty-one percent of the units will be restricted to 60% AMI and 80% AMI. The percentage of the unit type and affordability follows:

Unit Type	60% AMI	80% AMI	Market	Total	Percentages
Studio	4	10	12	26	6.63%
1 Bedroom	24	116	116	256	65.31%
2 Bedroom	10	34	61	105	26.79%
3 Bedroom	2	2	1	5	1.28%
Total	40	162	190	392	100.00%
Percentages	10.20%	41.33%	48.47%	100.00%	

EVALUATION PROCESS

The Evaluation Committee for QBS 21-08 consisted of Cody Roskelley, Vice President of REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised on January 14, 2021, in the Houston Chronicle, The Forward Times, and on the HHA's website. In response, the Houston Housing Authority received eight responses, of which all eight were evaluated.

SCORING

The scoring criteria for potential deals were changed in 2020 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 21-08 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	Points Scored
Location	10	10
Depth of Affordability	10	2
Schools	10	6.99
\$ on the Front End	10	6
\$ During Operations	10	6
Reasonable Developer	10	4
Term of Affordability	5	5
Flood Plain	5	3
\$/Land on the Backend	5	4
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	56.99

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 facilitate a Memorandum of Understanding with Trinsic Residential Group/Lavoro Acquisitions, LLC for the development of Lavoro Heights, an apartment community that will be located at or about 5240 Nolda Street Houston, TX 77007, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Cody Roskelley, Vice President of REID dated May 10, 2021, to Mark Thiele, Interim President & CEO.

BOARD REPORT FOR MONTH ENDING APRIL 30, 2021

I.	Executive Summary
II.	Low Income Public Housing.....
III.	Housing Choice Voucher Program
IV.	Real Estate, Investment and Development
V.	Addendum: Open Solicitation Log
VI.	Addendum: Periodic Report
VII.	Addendum: Operating Statements

EXECUTIVE SUMMARY

LOW-INCOME PUBLIC HOUSING

The Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 6.66% on April 30, 2021. As of May 1, 2021, rent collection for April was 94.3% of rents billed on an adjusted cash accounting basis.

There are currently 55,598 active applications for the Public Housing Waiting List, which represents a decrease of 3.0% in the last month.

Low-Income Public Housing			
	February	March	April
Waiting Lists	59,061	57,326	55,598
Vacancy Rate	6.13%	6.5%	6.66%
Rent Collection	90.05%	96.7%	94.3%
Unit Turnaround Time (Days)	121.7	64.7	109.06
Avg. Non-Emergency Work Order Days	2.7	2.63	2.69

HOUSING CHOICE VOUCHER PROGRAM

The HCV staff completed 852 annual re-examinations during April. The HCV department also completed 227 interims, 61 change of units (moves), 142 new admissions, and 43 portability move-in transactions. On April 30, 2021, 493 families were enrolled in the Family Self Sufficiency (FSS) program; 260 of the 493 (53%) families eligible for escrow currently have an FSS escrow balance. The PIH Information Center (PIC) reporting rate for the one-month period ending April 30, 2021 was 74%.

Voucher Programs			
	February	March	April
Households	18,648	18,658	18,679
ABA Utilization/Unit Utilization	92.8%/100.7%	92.3%/100.9%	92.4%/100.2%
Reporting Rate	80.9%	77.9%	74%
Annual Reexaminations Completed	780	1,102	852
HQS Inspections	2,966	2,807	3,702
Waitlist	25,571	25,571	25,571

PROPERTY MANAGEMENT SUMMARY

PMC	Vacancy						Unit Turnaround Time (YTD)					
	February		March		April		February		March		April	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	5.5	D	5.4	D	6.0	E	135.3	F	66.8	F	120.7	F
Lynd	1.1	A	2.7	B	2.1	B	0	A	0	A	47.3	E
J. Allen	7.8	F	8.6	F	8.3	F	108.7	F	111.7	F	97.8	F

PMC	Emergency Work Orders (Completed within 24 hours)						Routine Work Orders					
	February		March		April		February		March		April	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	100	A	100	A	100	A	1.8	A	1.7	A	1.9	A
Lynd	100	A	100	A	100	A	4.0	A	6.4	A	9.9	A
J. Allen	100	A	100	A	100	A	2.2	A	1.9	A	1.4	A

PMC	Rent Collection					
	February		March		April	
	%	Grade	%	Grade	%	Grade
Orion	89.0	F	94.9	C	94.9	C
Lynd	78.1	F	95.3	C	90.7	E
J. Allen	93.9	D	99.9	A	94.3	C

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 6.66%</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>F ≥6.1</p>
<p>RENT COLLECTION (YTD)</p> <p>Goal 98% Actual 94.3%</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>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>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 2.69 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>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>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	251	19	92.96%	F	1593	9	177	F
Bellerive	J. Allen	210	0	210	196	14	93.33%	F	135	1	135	F
Clayton Homes	J. Allen	184	0	184	131	53	71.20%	F	0	0	0	A
Cuney Homes	Orion	553	0	553	503	50	90.96%	F	4402	27	163	F
Ewing	Orion	40	0	40	38	2	95.00%	D	206	5	41.2	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	148	2	74	F
Heatherbrook	Lynd	53	0	53	52	1	98.11%	A	41	2	20.5	B
Historic Oaks of APV	Orion	222	0	222	205	17	92.34%	F	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	296	12	96.10%	C	2816	27	104	F
Kelly Village	J. Allen	270	1	269	259	10	96.28%	C	910	11	82.5	F
Kennedy Place	Orion	108	0	108	108	0	100.00%	A	71	3	23.7	B
Lincoln Park	Orion	200	0	200	199	1	99.50%	A	346	5	69	F
Lyerly	J. Allen	199	0	199	190	9	95.48%	D	86	1	86	F
Oxford Place	Orion	230	*14	216	206	10	95.37%	D	915	14	70.4	F
Sweetwater	Lynd	26	0	26	24	2	92.31%	F	0	0	0	A
Totals		3135	103	3018	2817	201	93.34%	F	11669	107	109.06	F

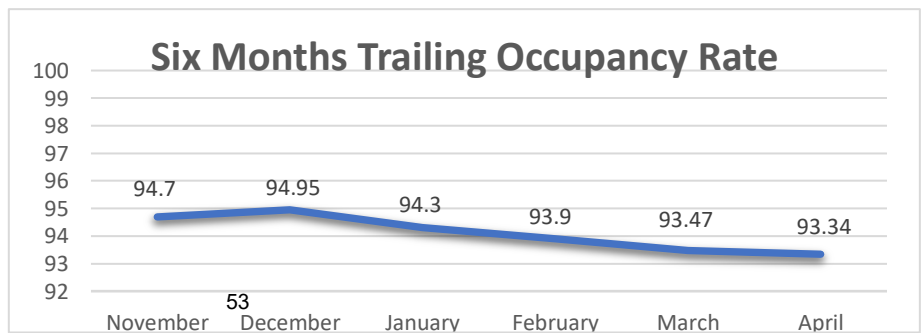
* 14 Units on "Offline" due to the state wide freeze at Oxford.

**Vacancies occurred at the direction of the HHA to accommodate internal transfers, Harvey/Freeze damaged repairs and/or were COVID-related.

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	130	5	26	C
Telephone Road	Tarantino	200	121	79	79	0	100.0%	A	0	0	0	A
Totals		300	0	179	178	1	99.4%	A	130	5	26	C

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

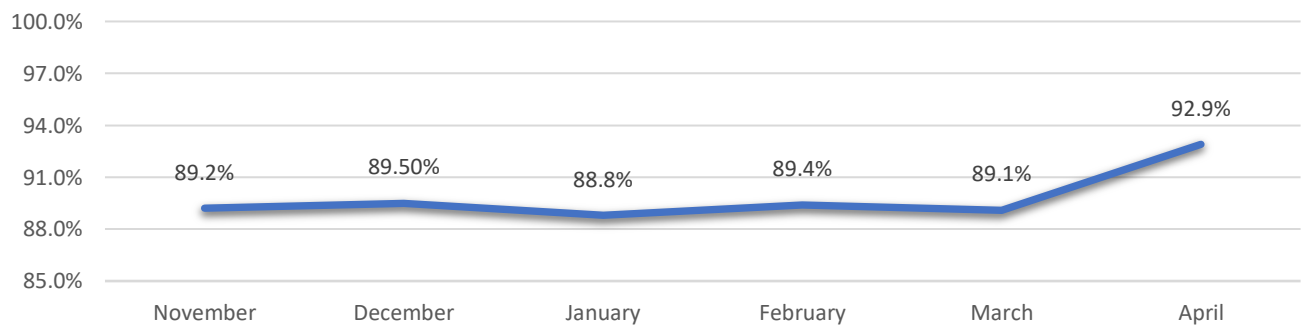
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
A	98 to 100	1 to 20
B	97 to 97.9	21 to 25
C	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≥93.9	≥51



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	3	98.3%
Mansions at Turkey Creek	Orion	252	0	252	0	12	95.2%
Independence Heights	Orion	154	36	118	0	0	100%
Peninsula Park	Orion	280	0	280	0	0	100%
Pinnacle at Wilcrest	Embrey	250	0	250	0	13	94.8%
Sweetwater Point	Lynd	260	26	234	0	12	95.4%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	8	96.7%
Willow Park	Embrey	260	0	260	0	1	99.6%
PH-LIHTC							
Fulton Village	Lynd	108		108	0	0	100%
HOAPV	Orion	222	66	156	0	12	94.6%
Lincoln Park	Orion	250		200	50	5	98.0%
Oxford Place	Orion	250		230	20	3	98.8%
Victory-HRI	Orion	140		140	0	10	92.9%

6 Month Trailing Occupancy Rate



RENT COLLECTION*

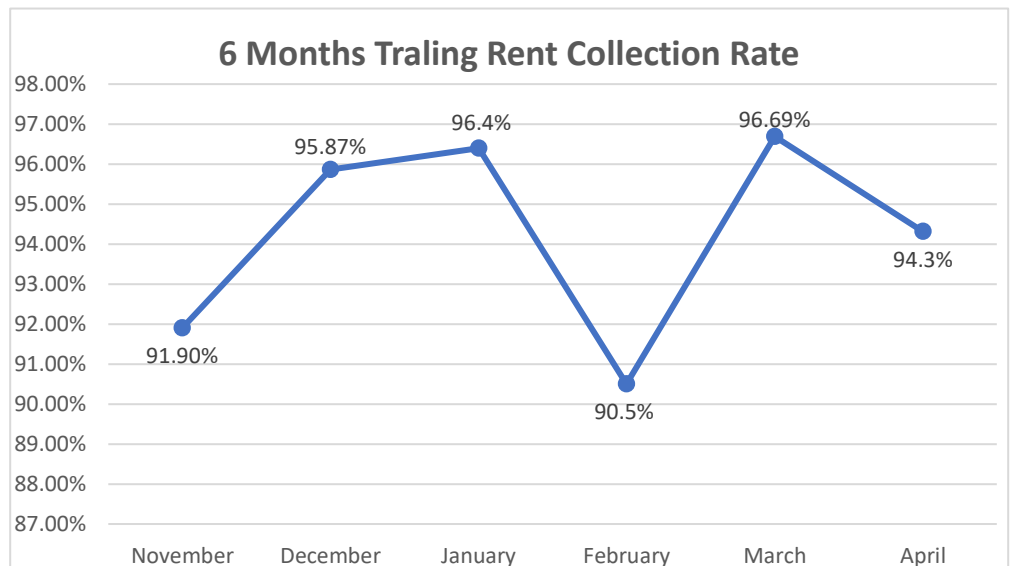
Low-Income Public Housing Development	PMC	Monthly Rent Billed	Monthly Rent Collected	% Collected	Grade	YTD Rent Billed	YTD Rent Collected	% YTD Rent Collected	Grade
Allen Parkway Village	Orion	\$105,706	\$92,985	87.97%	F	\$302,202	\$293,086	96.98%	B
Bellerive	J. Allen	\$49,269	\$49,269	100%	A	\$153,304	\$153,039	99.83%	A
Clayton Homes	J. Allen	\$41,539	\$38,732	93.24%	D	\$120,203	\$110,837	92.21%	D
Cuney Homes	Orion	\$141,829	\$141,677	99.89%	A	\$415,334	\$383,850	92.42%	D
Ewing	Orion	\$7,488	\$7,488	100%	A	\$22,996	\$22,845	99.34%	A
Forest Green	J. Allen	\$5,253	\$4,992	95.03%	C	\$15,490	\$15,223	98.28%	A
Fulton Village	Lynd	\$32,955	\$28,520	86.54%	F	\$96,004	\$81,207	84.59%	F
Heatherbrook Apts.	Lynd	\$11,781	\$11,616	98.60%	A	\$33,529	\$30,142	89.90%	F
Historic Oaks of APV	Orion	\$58,346	\$53,136	91.07%	E	\$185,719	\$158,600	85.40%	F
Independence Heights	Orion	\$3,447	\$2,527	73.32%	F	\$10,239	\$9,500	92.78%	D
Irvinton Village	J. Allen	\$80,637	\$67,211	83.35%	F	\$224,288	\$213,785	95.32%	C
Kelly Village	J. Allen	\$56,286	\$56,286	100%	A	\$164,136	\$159,013	96.88%	B
Kennedy Place	Orion	\$39,140	\$38,129	97.42%	B	\$107,405	\$107,010	99.63%	A
Lincoln Park	Orion	\$41,819	\$40,999	98.04%	A	\$131,366	\$125,631	95.63%	C
Lyerly	J. Allen	\$49,576	\$49,376	99.60%	A	\$151,701	\$150,972	99.52%	A
Oxford Place	Orion	\$31,381	\$29,677	94.57%	C	\$96,672	\$91,053	94.19%	C
Sweetwater	Lynd	\$6,277	\$6,138	97.78%	B	\$17,028	\$15,935	93.58%	D
Totals		\$762,728	\$719,427	94.32%	C	\$2,247,615	\$2,121,726	94.40%	C

Section 8 New Construction Development		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$21,017	\$19,921	94.79%	C	\$62,029	\$58,897	94.95%	C
Telephone Road	Tarantino	\$25,202	\$25,202	100.00%	A	\$79,581	\$78,667	98.85%	A
Totals		\$46,219	\$45,123	97.63%	B	\$141,610	\$137,564	97.14%	B

RAD-PBV		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Victory-HRI	Orion	\$28,680	\$27,603	96.24%	B	\$92,956	\$90,464	97.32%	B
Totals		\$28,680	\$27,603	96.24%	B	\$92,956	\$90,464	97.32%	B

*Collection goals were below standards due to HHA's compliance with the CDC's eviction moratorium. PMCs have been authorized by the HHA to suspend some traditional rent collection efforts.

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	9	9	100.0%	A
Bellerive	J. Allen	20	20	100.0%	A
Clayton Homes	J. Allen	9	9	100.0%	A
Cuney Homes	Orion	102	102	100.0%	A
Ewing	Orion	0	0	-	N/A
Forest Green	J. Allen	0	0	-	N/A
Fulton Village	Lynd	0	0	-	N/A
Heatherbrook Apartments	Lynd	0	0	-	N/A
Historic Oaks of APV	Orion	14	14	100.0%	A
Independence Heights	Orion	0	0	-	N/A
Irvinton Village	J. Allen	11	11	100.0%	A
Kelly Village	J. Allen	0	0	-	N/A
Kennedy Place	Orion	6	6	100.0%	A
Lincoln Park	Orion	13	13	100.0%	A
Lyerly	J. Allen	4	4	100.0%	A
Oxford Place	Orion	1	1	100.0%	A
Sweetwater	Lynd	3	3	100.0%	A
Totals		192	192	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	1	1	100.0%	A
Telephone Road	Tarantino	0	0	-	N/A
Totals		1	1	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	1	1	100.0%	A
Totals		1	1	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

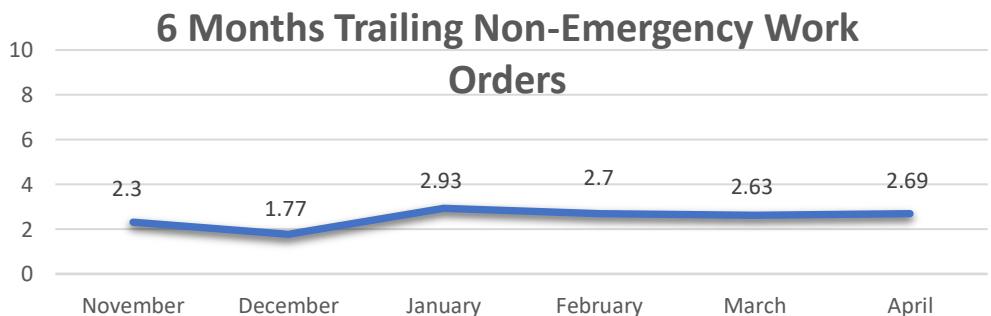
NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Work Orders Generated	Average Completion Time (Days)	Grade
Allen Parkway Village	Orion	102	2.12	A
Bellerive	J. Allen	48	1.00	A
Clayton Homes	J. Allen	36	1.19	A
Cuney Homes	Orion	87	1.40	A
Ewing	Orion	5	1.00	A
Forest Green	J. Allen	2	1.00	A
Fulton Village	Lynd	10	20.00	A
Heatherbrook Apartments	Lynd	15	3.13	A
Historic Oaks of APV	Orion	45	2.16	A
Independence Heights	Orion	0	0.00	A
Irvinton Village	J. Allen	156	1.42	A
Kelly Village	J. Allen	238	3.14	A
Kennedy Place	Orion	23	1.00	A
Lincoln Park	Orion	72	1.80	A
Lyerly	J. Allen	46	1.87	A
Oxford Place	Orion	83	2.47	A
Sweetwater	Lynd	1	1.00	A
Totals		697	2.69	A

Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	82	1.05	A
Telephone Road	Tarantino	23	1.00	A
Totals		105	1.03	A

RAD-PBV		Work Orders Generated	Average Completion Time (Days)	Grade
Victory-HRI	Orion	36	2.00	A
Totals		36	2.00	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>74%</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. 268 of the 491 (53%) families eligible for escrow currently have an FSS escrow balance.</p>	<p>Goal 30%</p>	<p>Actual 54%</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: 90% complete.
 - Kelly Village Appliances: 50% complete.

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.
- West Dallas: The property is under construction.
- Waterworks Highline: The property is under construction.
- Summer Street: The property will soon be under construction.
- Smart Living at West 12th: The property is under construction.
- Richcrest: 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.
- COH has approved the \$25M Grant

TxDOT LAND SALES

- **Clayton:** Phase 1 has closed. Demo of Phase 1 is complete.
- **Kelly II:** HHA is negotiating a price for the additional 78 units that will be sold.

OPEN SOLICITATION LOG

MAY 2021

HHH'S PROCUREMENT DEPT.

Type	Solicitation #	Department(s)	Description	Solicitation Dates	Due Dates
IFB	21-25	REID	Interior Rehabilitation of APV and HOAPV	IFB Advertised 4-16-21	IFB Closing 5-18-21
QBS	21-26	REID	Development Partners	QBS Advertised 5-3-21	QBS Closing 5-19-21
RFP	21-13	HCVP	Project Based Vouchers	RFP Advertised 5-5-21	RFP Closing 5-19-21
QBS	21-27	REID	Development Partners	QBS Advertised 5-10-21	QBS Closing 5-26-21

PERIODIC REPORT: HHA AT A GLANCE

As of April 30, 2021, HHA has a total of 23,171 available units (including Housing Choice Vouchers) and serve over 58,000 people. Below are figures and images of HHA tenant demographics.

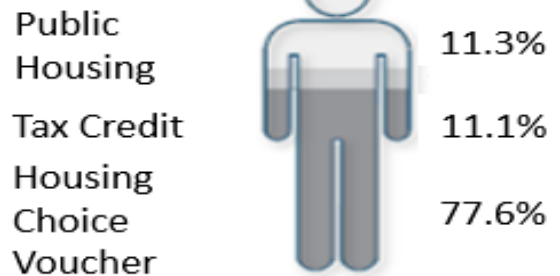
AVAILABLE UNITS

TOTAL: 23,171



PEOPLE

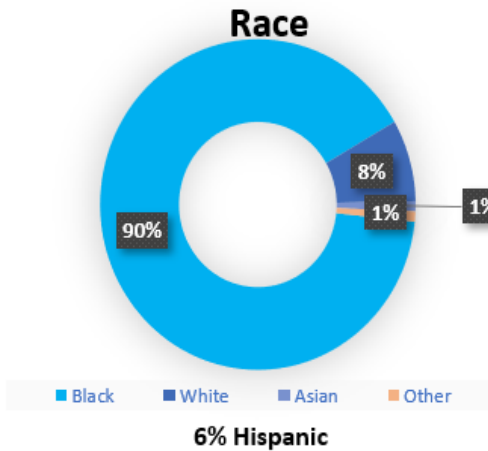
TOTAL: 58,111



Housing Choice Voucher

Average Income: \$14,225

Average Monthly TTP: \$333



46% Children (17 and under)

21% Elderly Household (62 and older)

17% Elderly and Disabled Household

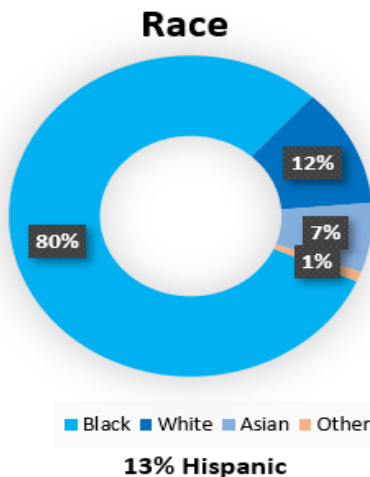
48% Female Headed Household with Children

63% Below 30% AMI

Public Housing

Average Income: \$11,989

Average Monthly TTP: \$281



48.5% Children (17 and under)

31.1% Elderly Household (62 and older)

25.0% Elderly and Disabled Household

46% Female Headed Household with Children

80% Below 30% AMI

OPERATING STATEMENTS: 3 MONTHS ENDING MARCH 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	1,690,149	1,729,911	39,762
Operating Expenses				
Salaries and Benefits	4,003,971	1,000,993	919,810	81,183
Facilities and Other Administrative Expenses	2,155,465	538,866	508,907	29,959
Total Central Office Expenses	6,159,436	1,539,859	1,428,717	111,142
Surplus/(Use) of Business Activities Funds for COCC	601,161	150,290	301,194	150,904

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	3,843,264	3,859,279	16,016
HUD Subsidy - Section 8 New Construction	1,702,790	425,698	415,223	(10,475)
Tenant Rental Income	16,037,300	4,009,325	3,992,414	(16,911)
Other Income	304,377	76,094	53,202	(22,892)
Total Operating Income	33,417,521	8,354,380	8,320,118	(34,262)
Operating Expenses				
Administrative Expenses	10,427,122	2,606,781	2,373,753	233,028
Tenant Services	731,802	182,951	154,624	28,327
Utilities	4,197,897	1,049,474	1,006,656	42,818
Maintenance	10,841,215	2,710,304	2,257,122	453,182
Protective Services	2,134,929	533,732	513,761	19,971
Insurance Expense	2,194,046	548,512	513,850	34,662
Other General Expense	376,500	94,125	88,673	5,452
Total Routine Operating Expenses	30,903,511	7,725,878	6,908,439	817,439
Net Income from Operations	2,514,010	628,503	1,411,679	783,177
Non-Routine Maintenance	4,000,000	1,000,000	707,283	292,717
Debt Service	873,193	218,298	214,030	4,268
Debt Service- ESCO	740,000	185,000	183,316	1,684
Provision/Reimbursement of Replacement Reserve	0	0	0	0
Cash Flow from Operations	(3,099,183)	(774,796)	307,050	1,081,846
Funds From Reserves/CFP	3,099,183	774,796	0	(774,796)
Cash Flow (Deficit) from Operations	0	0	307,050	307,050

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

OPERATING STATEMENTS: 3 MONTHS ENDING MARCH 31, 2020

Housing Choice Voucher Program	Annual Budget 2021	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Administrative Operating Income				
Total Operating Income	14,690,709	3,672,677	3,743,444	70,767
Operating Expenses				
Salaries and Benefits	6,848,940	1,712,235	1,561,911	150,324
Administrative Expenses	2,148,361	537,090	459,172	77,918
COCC-Management Fees	3,890,537	972,634	1,001,039	(28,405)
IT Initiative	250,000	62,500	40,125	22,375
Total Operating Costs Expenses	13,137,838	3,284,460	3,062,247	222,213
Cash Flow (Deficit) from Operations	1,552,871	388,218	681,197	292,979
<i>Beginning Admin Operating Reserves</i>	0.00	0	0	0
<i>Ending Admin Operating Reserves</i>	1,552,871	388,218	681,197	292,979
Housing Assistance Payments (HAP)				
Housing Assistance Payment Subsidy	170,000,000	42,500,000	42,426,414	(73,586)
Investment Income on HAP Reserves	0	0	0	-
Housing Assistance Payments	170,000,000	42,500,000	42,260,472	239,528
HAP Current Year Excess (Use)	0	0	165,942	165,942

June

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	2 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	3 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	4 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	5
6	7 12pm KidzGrub @ Irvinton & Fulton Village YMCA Recruitment @ Cuney Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	8 Hurricane Preparedness 2021 Distribution @ Allen Parkway, Bellerive, Lyerly & Sweetwater 12pm KidzGrub @ Irvinton & Fulton Village	9 12pm KidzGrub @ Irvinton & Fulton Village 3pm Resident Council Elections @ Lyerly YMCA Recruitment @ Cuney	10 12pm KidzGrub @ Irvinton & Fulton Village 1pm Second Serving @ Fulton Village YMCA Recruitment @ Cuney	11 12pm KidzGrub @ Irvinton & Fulton Village YMCA Recruitment @ Cuney Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	12
13	14 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	15 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village 2pm Housekeeping Review @ Irvinton Village	16 12pm KidzGrub @ Irvinton & Fulton Village 2pm Housekeeping Review @ Kelly Village 2pm Father's Day Health & Wellness @ Bellerive	17 12pm KidzGrub @ Irvinton & Fulton Village 4pm Housekeeping Review @ Kennedy 6pm Resident Council Elections @ Allen Parkway	18 12pm KidzGrub @ Irvinton & Fulton Village 2pm Housekeeping Review @ Clayton 2pm Father's Day Health & Wellness @ Allen Parkway	19
20	21 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	22 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	23 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	24 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village 1pm Second Serving @ Fulton Village	25 10am YMCA Distribution @ Bellerive & Lyerly 11am Father's Day Celebration @ Oxford 12pm KidzGrub @ Irvinton & Fulton Village	26
27	28 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	29 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence	30 9am YMCA Summer Program @ Cuney 12pm KidzGrub @ Irvinton & Fulton Village Summer Lunch Grab & Go @ Lincoln, Oxford & Independence			