



**HOUSTON HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS MEETING**  
March 29, 2022  
3:00 P.M.

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Houston Housing Authority Central Office  
2640 Fountain View Drive  
Houston, TX 77057



**HOUSTON**  
HOUSING AUTHORITY



# HOUSTON

HOUSING AUTHORITY

## Transforming Lives & Communities

2640 Fountain View Drive, Houston, Texas 77057 | Phone 713.260.0500 | David A. Northern, Sr., *President & CEO*

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

### BOARD OF COMMISSIONERS MEETING

Tuesday, March 29, 2022

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**Resolution No. 3397**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners for the acquisition of Metro Midtown, an apartment community located at or about 2350 Bagby St, Houston, TX 77006.**

**32**

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**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Ascenda Capital for the acquisition of Olympus Katy Ranch, an apartment community located at or about 24929 Katy Ranch, Houston, TX 77494.**

**36**

**Resolution No. 3399**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the acquisition of Amalfi at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004.**

**40**

**Resolution No. 3400**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the acquisition of Esplanade at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004.**

**44**

**Resolution No. 3401**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with AEW EHF Acquisitions LLC for the acquisition of Haven on Main, an apartment community located at or about 8700 South Main, Houston, TX 77025**

**48**

**Resolution No. 3402**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with AEW EHF Acquisitions LLC for the acquisition of High Point Uptown, an apartment community located at or about 807 S. Post Oak Lane, Houston, TX 77056.**

**52**

**Resolution No. 3403**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the acquisition of Avenue R, an apartment community located at or about 5455 Richmond Ave, Houston, TX 77056.**

**56**

**Resolution No. 3404**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of 3800 Main, an apartment community located at or about 3800 Main St, Houston, TX 77002**

**60**

**Resolution No. 3405**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Commons at Hollyhock, an apartment community located at or about 5751 Greenhouse Rd, Katy, TX 77449**

**64**

**Resolution No. 3406**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Gramercy Park, an apartment community located at or about 3225 Woodland Park Dr, Houston, TX 77082**

**68**

**Resolution No. 3407**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Oasis at Piney Pointe, an apartment community located at or about 9100 Westheimer Rd, Houston, TX 77063**

**72**

**Resolution No. 3408**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Westchase Forest, an apartment community located at or about 11355 Richmond Ave, Houston, TX 77082**

**76**

**Resolution No. 3409**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the development of Memorial Dr, an apartment community that will be located at or about 15635 Memorial Dr, Houston, 77079**

**80**

**Resolution No. 3410**

**Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Trammel Crow for the development of Allora Gosling, an apartment community that will be located at or about 5634 Steubner Rd, Spring, Texas, 77389**

**84**

**Resolution No. 3411**

**Consideration and/or action take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Urban Genesis for the development of Urban Genesis Co-Op, an apartment community that will be located at or about 3122 Leeland St, Houston TX 77003**

**88**

**Resolution No. 3412**

**Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at 13611 Perry Road, Houston, Texas 77070, the construction and development of the 378-unit Birchway Perry Road thereupon, and the execution of all required documents therefor.**

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2640 Fountain View Drive, Houston, Texas 77057 | Phone 713.260.0500 | **David A. Northern, Sr., President & CEO**  
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**BOARD OF COMMISSIONERS MEETING**  
**TUESDAY, MARCH 29, 2022**  
**3:00 PM**  
**Houston Housing Authority Central Office**  
**2640 Fountain View Drive, Houston, TX 77057**

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Introduction of a Spanish interpreter.
- IV. Approval of the February 15, 2022 Houston Housing Authority Board Meeting Minutes
- V. President’s Report
- VI. Public Comments (To Make Comments during the Public Comments Section – Please add your name to the sign-in sheet when you enter the Board Meeting)
- VII. Public Hearing for Development of Birchway Perry Road Apartments. (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- VIII. New Business

**Resolution No. 3391:** Consideration and/or take action to authorize the President & CEO or designee to execute a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments.

**Resolution No. 3392:** Consideration and/or to take action to authorize the President & CEO or designee to execute an electricity contract utilizing the Reverse Auction procurement method.

**Resolution No. 3393:** Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Credence Construction, LLC. to install new gutters and downspouts at Kelly Village Apartments.

**Resolution No. 3394:** Consideration and/or take action to authorize the President & CEO or designee to execute Insurance Contracts for the Policy Year 2022/2023 with Housing Authority Insurance Group.

**IX. 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. 3395:** Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Aspen Oaks for the acquisition of Prose South Main, an apartment community located at or about 12111 Main St, Houston, TX 77035

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**Resolution No. 3397:** Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners for the acquisition of Metro Midtown, an apartment community located at or about 2350 Bagby St, Houston, TX 77006

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- X. Reconvene Public Session to take action on Executive Session agenda items.
- XI. Adjournment



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

**Tuesday, February 15, 2021**

A Meeting of the Board of Commissioners ("Board") of the Houston Housing Authority ("HHA") was held on Tuesday, February 15, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

Chair Snowden called the meeting to order at 3:01 p.m. Secretary Thiele called the roll and declared a quorum present. Chair Snowden offered the use of an interpreter to be available to Spanish speakers who may need assistance for public comments only. Ms. Elizabeth Paris was asked to introduce herself in Spanish and let the attendees know of her service.

Present: LaRence Snowden, Chair  
Kris Thomas, Commissioner  
Andrea Hilliard Cooksey, Commissioner  
Stephanie A.G. Ballard, Commissioner  
Mark Thiele, Secretary

Absent: Kristy Kirkendoll, Vice Chair  
Dr. Max A. Miller, Jr., Commissioner  
Guillermo "Will" Hernandez, Commissioner

**APPROVAL OF MINUTES**

Chair Snowden stated the Board has had an opportunity to review the January 25, 2022, Board of Commissioners meeting minutes. He asked for a motion to adopt the January 25, 2022 meeting minutes.

Commissioner Thomas moved to adopt the January 25, 2022, Board of Commissioners meeting minutes. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to the January 25, 2022 Board of Commissioners meeting minutes. Having none, the minutes passed unanimously and are adopted.

**INTERIM PRESIDENT'S REPORT**

Secretary Thiele expressed concern about COVID-19. In Texas, 6,473,858 confirmed cases and 82,547 souls have passed. In Harris County Houston, 928,940 cases and 10,458 individuals have passed. As we've said repeatedly now is not the time to let time your guard. Please get vaccinated, get tested and in either case please continue to mask up, practice social distance and wash your hands.

As you can see, HHA had an outstanding 2022. We have a tremendous opportunity to build upon that under David Northern.

In national news, Build Back Better as we have known it appears dead. The short term prognosis is not good though Sen. Ben Ray Luján says he's on the "road to recovery" after he had a stroke in January. The billions proposed for housing programs in the Build Back Better Act are at risk of being cut as the Senate continues negotiations. Now is the time to

ramp up your advocacy. HHA was pleased to join a joint letter to congress supporting the Housing portion of Build Back Better. We will follow the progress closely.

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

## **PUBLIC COMMENTS**

Chair Snowden stated 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.

No Public Comments were made.

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

## **NEW BUSINESS**

**Resolution No. 3389: Consideration and or take action authorizing the Houston Housing Authority to take actions necessary or convenient to facilitate the preparation and submission of a Section 18 disposition application to the U.S. Department of Housing and Urban Development ("HUD"), and the execution of all required documents therefor.**

Secretary Thiele stated that Resolution No. 3389 will be presented by Jay Mason, Interim Director of REID.

Mr. Mason stated Resolution No. 3389 reads that That the Houston Housing Authority Board of Commissioners, authorizes the Houston Housing Authority (the "Authority") to take the following actions with regard to (i) 0.0325 of one acre (1,417 square feet) tract of land out of the John Austin Two League Grant, Abstract No. 1, situated in the City of Houston, Harris County, Texas and being out of Reserve A, Block 1 of Allen Parkway Village Subdivision ("Parcel A") and (ii) 0.0082 of one acre (356 square feet) tract of land out of the John Austin Two League Grant, Abstract No. 1, situated in the City of Houston, Harris County, Texas and being out of Reserve A, Block 1 of Allen Parkway Village Subdivision ("Parcel B", together with Parcel A, the "Property"): (a) in connection with the future redevelopment of the Allen Parkway Village, prepare and submit a Section 18 disposition application to HUD for approval under the Section 18 Disposition ("Section 18") Program; (b) convey Parcel A to The Allen Tower LLC, a Delaware limited liability company and DCP TQ Land Partners, LLC, a Delaware limited liability company (collectively, "the A Purchaser"); (c) convey Parcel B to Lakeside Place PFC, a Texas nonprofit and public facility corporation ("the B Purchaser"); and (d) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Jay Mason, Interim Director, REID dated February 2, 2022 to Mark Thiele, Interim President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3389.

Chair Snowden stated the Board has heard the resolution presented by Mr. Mason and asked for a motion to adopt Resolution No. 3389.

Commissioner Cooksey moved to approve Resolution No. 3389. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3389. Having none, Resolution No. 3389 is adopted.

**Resolution No. 3390: Consideration and/or take action to Ratify and Appoint Directors and Officers for Related Entities of the Houston Housing Authority.**

Secretary Thiele stated that Resolution No. 3390 will be presented by Ms. Donna Dixon, Director of Community Affairs and Communications.

Ms. Dixon stated Resolution No. 3390 suggests that the Houston Housing Authority Board of Commissioners makes appointments and ratifies the membership of the Boards of; APV Redevelopment Corporation, APV Partners Corporation, City of Houston Housing Corporation No. 1; The Elderly Housing Corporation; Fulton Village Redevelopment Corporation; V. J. Memorial Corporation; Victory Redevelopment Corporation; Victory Street Public Facility Corporation, HHA Fountain View Public Facility Corporation, and Lakeside Place Public Facility Corporation, Winrock North Public Facility Corporation, and Winrock South Public Facility Corporation, pursuant to the memorandum dated February 2, 2022, from Donna Dixon, Director of Community Affairs and Communications to Mark Thiele, Interim President & CEO. Any actions previously taken by parties with authority by virtue of this resolution on behalf of any of the entities listed herein are hereby ratified and approved as the action of such entity. Accordingly, staff recommends the Board adopt Resolution No. 3390.

Chair Snowden stated the Board has heard the resolution presented by Ms. Dixon and asked for a motion to adopt Resolution No. 3390.

Commissioner Ballard moved to approve Resolution No. 3390. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3390. Having none, Resolution No. 3390 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, February 15, 2022 at 3:13 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

#### **PUBLIC SESSION RECONVENED**

Chair Snowden reconvened Public Session at 3:28 p.m.

Secretary Thiele called the roll and declared a quorum present.

#### **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 Cooksey moved to adjourn. Commissioner Ballard seconded. The meeting adjourned at 3:29 p.m.



2640 Fountain View Drive ■ Houston, Texas 77057 ■ 713.260.0500 P ■ 713.260.0547 TTY ■ [www.housingforhouston.com](http://www.housingforhouston.com)

**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, FEBRUARY 15, 2022  
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, February 15, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. The Board received NO comments during the public comment period.

**C = Comments Received**

**R= HHA Response**

**PUBLIC COMMENTS**

The Board received no comments during the public comment period



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## REQUEST FOR BOARD AGENDA ITEM

### 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments.

### 2. Date of Board Meeting: March 29, 2022

### 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in an amount not to exceed \$2,005,976.34 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature DocuSigned by:  
Jay Mason  
FB1ADD6791F24F3... Date: 3/23/2022

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

Funds Budgeted and Available ☒ Yes ☐ No Source capital funds / Replacement Reserves

**VP of FO Approval** Signature DocuSigned by:  
Mike Rogers  
3FC87AD94710742D... Date: 3/23/2022

6. **Approval of President & CEO** DocuSigned by:  
David A. Northern Sr.  
9E0B1D8C1AF04AA... 3/23/2022  
Signature \_\_\_\_\_ Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH HD SUPPLY FACILITIES MAINTENANCE, LTD. TO FURNISH AND INSTALL CARBON MONOXIDE DETECTORS AT APV/HOAPV, CUNEY HOMES, EWING, FULTON VILLAGE, HRI/VICTORY, IRVINTON VILLAGE, AND KELLY VILLAGE APARTMENTS.  
**DATE:** MARCH 8, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in the amount of \$2,005,976.34, and (at HHA's discretion), have HD Supply Facilities Maintenance, Ltd. furnish additional carbon monoxide detectors at a unit cost of \$64.89/ea. plus \$70.50/ft. for wiremold.

### BACKGROUND:

The carbon monoxide detectors at the above-referenced properties are either missing and/or outdated and need replacement. In addition, in 2019, HHA was awarded an emergency grant to furnish/install carbon monoxide detectors in the amount of \$249,946. If not obligated by July 15, 2022, as directed by HUD, the funds will become unavailable. The Scope of Work (SOW) and Independent Cost Estimate (ICE) was developed by the REID Department in conjunction with Jones Engineers, LP, an MBE Engineering Firm.

### ADVERTISEMENT:

In December of 2021, a legal notice was posted in the Houston Chronicle and Forward Times Newspapers, advertising IFB 21-49 Electrical Service to Furnish and Install Carbon Monoxide Detectors Project ("IFB 21-49") and in the Houston Business Journal.

In addition to posting IFB 21-49 on its website, HHA's Procurement Department sent e-mails advertising this solicitation to potential Firms on its Bidder's List; to the City of Houston Office of Business Opportunity ("OBO"); and to the Houston Minority Supplier Development Council ("HMSDC").

Interested parties were also able to access IFB 21-49 by going to the websites of the City of Houston Office of Business Opportunity ("OBO"); the Greater Houston Black Chamber of Commerce ("GHBC"); the Houston Minority Supplier Development Council ("HMSDC"); the Houston Chapter of the National Association of Minority Contractors ("NAMC"); and to the Houston Office of the United States Small Business Administration ("SBA").



Interested parties were invited to attend a non-mandatory virtual pre-bid conference to ask questions about IFB 21-49 and were allowed to visit multiple sites and ask follow-up questions.

#### **EVALUATION PROCESS:**

On February 25, 2022, HHA's Procurement Department opened the following sealed bids in response to IFB 21-49:

Rank	Firm/Company	M/WBE	Bid Price
<b>1</b>	Bella Me Construction, LLC.	M/WBE	*\$1,540,292.91
<b>2</b>	HD Supply Facilities Maintenance, Ltd	N/A	\$2,005,976.34
<b>3</b>	TLC Engineering, Inc.	N/A	\$4,232,625.00

HD Supply Facilities Maintenance, Ltd. plans to engage the following subcontractors to comply with HHA's M/WBE requirements:

- 54 Construction (an MBE)
- Current Construction, Inc. (a M/WBE)
- Coastal Contractors Group, LLC (a M/WBE)

HD Supply Facilities Maintenance, Ltd. will also offer training classes and provide vacant job listings (on a monthly basis) to Section 3 participants.

\*Bella Me Construction, LLC.'s bid was deemed non-responsive because their sealed bid did not include the required Bid Bond. HHA's Procurement Policy requires a Bid Bond to be submitted for construction contracts exceeding \$100,000. Per Section 9 of HUD Form 5369 (included in IFB 21-50), a bid shall be rejected if it does not contain a bid guarantee. See Exhibit A.

HHA has previously utilized Supply Facilities Maintenance, Ltd. to replace appliances at Cuney Homes Apartments via Board Resolution 3156.

There are no conflicts of interest, and HD Supply Facilities Maintenance, Ltd. 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 President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in an amount not to exceed \$2,005,976.34 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., 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 President & CEO or designee to execute an electricity contract utilizing the Reverse Auction procurement method.

#### 2. Date of Board Meeting: March 29, 2022

#### 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to enter into an electricity supply contract with a retail service provider, with competitive pricing provided by Mantis Innovation, a member of the CCG (Texas Council on Competitive Government) pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 3/24/2022

DocuSigned by:

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#### 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 \_\_\_\_\_ Date: \_\_\_\_\_

DocuSigned by:

David A. Northern, Sr.

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Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO REVIEW AND APPROVE UTILITY PRICING PROVIDED BY RETAIL ELECTRIC PROVIDERS, WITH COMPETITIVE PRICING PROVIDED BY MANTIS INNOVATION  
**DATE:** MARCH 8, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to review pricing offers from retail electric providers presented by Mantis Innovation (formerly Texas Energy Aggregation).

### BACKGROUND:

The Houston Housing Authority (HHA) operates (26) housing developments and is responsible for contracting with electric providers for these developments. It is in the best interest of HHA to contract with a provider that offers good services at the best price. It has also been determined that it is most efficient and effective for HHA to obtain bids for service through an Energy Aggregator that is a member of CCG (Council on Competitive Government). State and government agencies automatically satisfy competitive bidding requirements when participating in a CCG contract. By participating in a CCG awarded state service contract, a government agency saves time and effort required to secure similar services.

The Houston Housing Authority has purchased electricity using Mantis Innovation and has experienced outstanding service. Mantis Innovation provides the Reverse Auction method for purchasing electricity, which HUD recognizes as a special and significant effort allowing HHA to apply for the Rate Reduction Incentive.

The Houston Housing Authority is not obligated long-term to any Aggregator/Consultant. The Current Utility Contract with Gexa expires in May 2022.

### RECOMMENDATION

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to enter into an electricity supply contract with a retail service provider, with competitive pricing provided by Mantis Innovation, a member of the CCG (Texas Council on Competitive Government) pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Credence Construction, LLC. to install new gutters and downspouts at Kelly Village Apartments.

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with Credence Construction, LLC. to install new gutters and downspouts at Kelly Village Apartments in an amount not to exceed \$167,501.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval** Signature Jay Mason Date: 3/23/2022

DocuSigned by:

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

Funds Budgeted and Available ☒ Yes ☐ No Source Capital Funds

**VP of FO Approval** Signature Mike Rogers Date: 3/23/2022

DocuSigned by:

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**6. Approval of President & CEO** Signature David A. Northern, Sr. Date: 3/23/2022

DocuSigned by:

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Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH CREDENCE CONSTRUCTION, LLC. TO INSTALL NEW GUTTERS AND DOWNSPOUTS AT KELLY VILLAGE APARTMENTS.  
**DATE:** MARCH 8, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with Credence Construction, LLC. to install new gutters and downspouts at Kelly Village Apartments in an amount not to exceed \$167,501.00.

### BACKGROUND:

Currently, there are no gutters/downspouts at Kelly Village. This needed Capital Improvement for the property is to direct water away from the buildings to avoid future erosion issues. The Scope of Work (SOW) and Independent Cost Estimate (ICE) was developed by the REID Department in conjunction with Price Consulting, Inc., an A&E Firm.

### ADVERTISEMENT:

In December of 2021 and January of 2022, a legal notice was posted in the Houston Chronicle advertising IFB 21-50 Furnish and Install Gutters and Downspouts at Kelly Village Project IFB 21-50 and Forward Times Newspapers, and the Houston Business Journal.

In addition to posting IFB 21-50 on its website, HHA's Procurement Department sent e-mails advertising this solicitation to potential Firms on its Bidder's List; to the City of Houston Office of Business Opportunity ("OBO"); the Greater Houston Black Chamber of Commerce ("GHBCC"); and to the Houston Minority Supplier Development Council ("HMSDC").

Interested parties were also able to access IFB 21-50 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 the United States Small Business Administration ("SBA").

Interested parties were invited to attend a non-mandatory "virtual" pre-bid conference to ask questions about "IFB 21-50" and to visit multiple sites and ask follow-up questions.

**EVALUATION PROCESS:**

IFB 21-50 allowed bidders to submit a Base Bid Price or an "Alternate Bid Price" per the project requirements provided by REID.

On February 25, 2022, HHA's Procurement Department opened the following sealed bids in response to IFB 21-50:

Base Bid Price Comparison

Rank	Firm/Company	M/WBE	Bid Price
1	Credence Construction, LLC.	N/A	\$167,501.00
2	Bella Me Construction, LLC.	M/WBE	N/A

Alternate Bid Price Comparison

Rank	Firm/Company	M/WBE	Bid Price
1	Bella Me Construction, LLC.	M/WBE	*\$253,767.86
2	Credence Construction, LLC.	N/A	\$269,445.00

Per the Base Bid Comparison, Credence Construction, LLC. was the lowest responsive and responsible bidder. They will subcontract \$120,000 to Crystal Construction, LLC, an MBE, and hire Section 3 participants to fill employment opportunities listed in the solicitation.

HHA's Procurement Policy requires a Bid Bond to be submitted for construction contracts exceeding \$100,000, and per Section 9 of HUD Form 5369, which was included in IFB 21-50, a bid shall be rejected if it does not contain a bid guarantee.\*Bella Me Construction, LLC.'s bid was deemed non-responsive because their sealed bid did not include the required Bid Bond.

References have been checked and returned positive.

There are no conflicts of interest, and Credence Construction, LLC. 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 President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with Credence Construction, LLC. to install new gutters and downspouts at Kelly Village Apartments in an amount not to exceed \$167,501.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute Insurance Contracts for the Policy Year 2022/2023 with Housing Authority Insurance Group

**2. Date of Board Meeting:** March 29, 2021**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to execute and make necessary changes and corrections to execute insurance contracts for the 2022/2023 policy year with the Housing Authority Insurance Group (HAIG), including directors and officers general liability, property, building contents, boiler & machinery, umbrella, windstorm and such other coverage that may be required for a combined premium not to exceed \$1,300,000 for the policy year, pursuant to the memorandum from Michael Rogers, Vice President of Fiscal and Business Operations, dated March 15, 2022, to David A. Northern, Sr., President & CEO

**4. Department Head Approval** Signature \_\_\_\_\_ Date: \_\_\_\_\_**5. Statement regarding availability of funds by VP of Fiscal Operations**

Funds Budgeted and Available ☒ Yes ☐ No Source: 2022/23 Operating Budget

**VP of FO Approval** Signature Mike Rogers DocuSigned by: 3FC87AD4710742D Account # \_\_\_\_\_ Date: 3/24/2022

David A. Northern Sr. DocuSigned by: 9E0B1D8C1AF04AA...

**6. Approval of President & CEO**

Signature \_\_\_\_\_ Date: \_\_\_\_\_



Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** MICHAEL ROGERS, VICE PRESIDENT OF FISCAL AND BUSINESS OPERATIONS  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT OR DESIGNEE TO EXECUTE INSURANCE CONTRACTS FOR THE 2022/2023 POLICY YEAR WITH THE HOUSING AUTHORITY INSURANCE GROUP  
**DATE:** MARCH 15, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to enter into insurance contracts with the Housing Authority Insurance Group (HAIG) for the 2022/2023 policy year.

### BACKGROUND:

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

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

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

Tax Credit Properties included on these policies are as follows:

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

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

## Resolution No. 3394

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

PROPERTY	UNITS	PREMIUM 2019/20	PREMIUM 2020/21	PREMIUM 2021/22	ESTIMATED PREMIUM 2022/23
FULTON VILLAGE	108	59,883	67,193	83,041	77,690
VICTORY APARTMENTS	100	55,770	59,566	76,020	78,174
HOAPV & APV	500	264,367	314,637	360,289	385,000
HEATHERBROOK	176	125,379	138,419	174,632	189,126
LINCOLN PARK	250	111,233	119,498	136,894	156,279
OXFORD COMMUNITY INDEPENDENCE HEIGHTS	250	110,725	119,071	137,132	147,465
BOILERS & MACHINERY	154	139,900	133,719	149,246	175,000
		11,658	12,033	13,036	6,589
PROPERTY INSURANCE		878,975	964,136	1,130,290	1,215,323
DIRECTORS & OFFICERS		19,180	19,180	29,868	35,000
TOTAL PREMIUMS		898,095	983,316	1,160,158	1,250,323
RESOLUTION		900,000	1,000,000	1,200,000	1,300,000
NOT TO EXCEED LIMIT			11.11%	20.00%	8.33%

The current policy period expires on March 31, 2022, for all properties and coverages except those related to the Independence Heights property, which has a May 1 renewal date. We were also able to extend the policies for the Directors & Officers until May 1, 2022.

At the time this resolution was written, we have quotes for a number of the policies that renew March 31 but are still waiting on a few quotes to be received. The market in Texas has become very tight as many of the larger providers for these types of policies have opted not to write new policies in Texas. This is especially true for the excess liability market. This is causing us to anticipate an overall price increase of 8.33%, which is a drop from the previous year's estimates.

We also do not have quotes on the coverage for Independence Heights as we are too far removed from the May 1 renewal. We are in discussions with our insurer to align all of these properties around the same renewal date for future periods.

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

We also anticipate that there will be some changes in coverage with this provider during this policy period as there is a contemplated tax credit renovation for the Historic Oaks and Allen Parkway properties. These planned renovations are set to begin during the current policy period. It is anticipated that the coverage will have to be modified as certain buildings will go offline and be covered by a yet-to-be-issued builders risk policy. We anticipate coming back to the Board to modify the coverage and cost of the policies once we get closer to the start of construction at HOAPV and APV. In addition, it is possible that the Telephone Road renovation will be completed during the policy year expiring 03/31/2023 and that new coverage will have to be obtained for this property. Should that happen and this vendor is selected, we will have to modify the not-to-exceed amount for this vendor.

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

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

#### **RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to execute and make necessary changes and corrections to execute insurance contracts for the 2022/2023 policy year with the Housing Authority Insurance Group (HAIG), including directors and officers general liability, property, building contents, boiler & machinery, umbrella, windstorm and such other coverage that may be required for a combined premium not to exceed \$1,300,000 for the policy year, pursuant to the memorandum from Michael Rogers, Vice President of Fiscal and Business Operations, dated March 15, 2022, to David A. Northern, Sr., President & CEO



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Aspen Oaks for the acquisition of Prose South Main, an apartment community located at or about 12111 Main St, Houston, TX 77035

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Aspen Oaks for the acquisition of Prose South Main, an apartment community located at or about 12111 Main St, Houston, 77035, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 7, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval** Signature Jay Mason Date: 3/23/2022  
DocuSigned by: FB1ADD6791F24F3...

**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 Mike Rogers Date: 3/23/2022  
DocuSigned by: 3FC87AD4710742D...

**6. Approval of President & CEO** Signature David A. Northern, Sr. Date: 3/23/2022  
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**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH ASPEN OAKS FOR THE ACQUISITION OF PROSE SOUTH MAIN, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 12111 MAIN ST, HOUSTON, TX 77035  
**DATE:** MARCH 7, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Aspen Oaks for the acquisition of Prose South Main, an apartment community located at or about 12111 Main St, Houston, TX 77035

### 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 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 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Austin Alexander founded Aspen Oak in 2019. He was joined by partners Clark McLaughlin and Duncan Butler in 2020. The firm is focused on acquiring, operating, and developing workforce and affordable multi-family assets in growth markets throughout the United States. The principals have acquired over 10,000 multi-family units as sponsors and over 4,000 multi-family units in a limited partner capacity. Aspen Oak's current investment portfolio includes over 6,000 multi-family units comprising over \$1.5 billion of total asset value across 20 assets



Prose South Main, located at 12111 Main Street, Houston, TX 77035, is a recently completed 336-unit Class A, multi-family community currently being leased on South Main (Highway 90A) between Hiram Clarke and South Post Oak Roads in Houston. Developed by Alliance Residential, Prose South Main includes 168 one-bedroom units and 168 two- bedroom units.

#### **AFFORDABLE UNITS:**

Prose South Main will have 10.12% (34 units), which would be at 60% AMI, 40.18% (135 units) would be @ 80% AMI, and 49.7% (167 units) will be at Market rates. The property will have 168 one-bedroom and 168 two-bedroom units.

	And	60% AMI	80% AMI	Market	Totals
1 Bedroom		17	68	83	168
2 Bedrooms		17	67	84	168
Totals		34	135	167	336
Percentages		10.12%	40.18%	49.70%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Aspen Oak Capital Partners - Prose South Main
Location	10	8
Depth of Affordability	10	8
Schools	10	3.99
\$ Front End	10	8
\$ Operations	10	10
Reasonable Developer \$	10	2
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	65.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Greystar for the acquisition of Prose South Main, an apartment community located at or about 12111 Main Street, Houston, TX 77035, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum Jay Mason, Interim Director of REID, dated March 7, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Invest Res Partners for the acquisition of Generation Grove, an apartment community located at or about 14807 Woodland Hills Dr., Humble, TX 77396

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Invest Res for the acquisition of Generation Grove, an apartment community located at or about 14807 Woodland Hills Dr., Humble, TX 77396 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 10, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:

Jay Mason

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Date: 3/23/2022

**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**

DocuSigned by:

David A. Northern, Sr.

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3/23/2022

Signature \_\_\_\_\_

Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH INVEST RES FOR THE ACQUISITION OF GENERATION GROVE, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 14807 WOODLAND HILLS DR., HUMBLE, TX 77396  
**DATE:** MARCH 10, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Invest Res for the acquisition of Generation Grove, an apartment community located at or about 14807 Woodland Hills Dr., Humble, TX 77396

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

InvestRes serves the residential real estate investors and owners. Based in Austin, Texas, InvestRes owns and operates a portfolio of residential real estate, primarily across Texas and Florida, including six (6) multi-family communities in the Houston metro. Founded in 2010, its assets consist primarily of workforce housing. Over the last ten years, InvestRes has both owned and managed affordable properties in several metropolitan areas. By providing in-house investment management, property management, and construction management services, InvestRes has a track record of being a good fiduciary to its

investors. InvestRes has purchased 17,000 units, maintains \$1.5B+ in assets under management, and has consistently beaten the Preqin Top Quartile in returns.

Generation Grove is a 257-unit Class A attainable garden-style multi-family community located at 14807 Woodland Hills Drive at Beltway 8, in northeast Houston, Texas (Atascosita). Constructed in 2015, the gated community offers one, two and three bedroom apartments featuring spacious and open layouts, fully equipped kitchens with granite countertops and stainless-steel appliances, beautiful crown molding, modern light fixtures, 9-foot ceilings, walk-in closets, and a full-size washer/dryer in each unit.

#### **AFFORDABLE UNITS:**

Generation Grove will set aside 20.50% of units (49 units) as affordable housing for families and individuals earning 60% of Area Median Income, 60.54% of units (73 units) for families and individuals earning 80% of Area Median Income with the remaining 49.53% (117 units) being at market rate.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	29	45	73	147
2 Bedrooms	20	28	44	92
3 Bedrooms	4	6	8	18
Totals	53	79	125	257
Percentages	20.62%	30.74%	48.64%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	InvesRes - Generation Grove (Insert Points Below)
Location	10	10
Depth of Affordability	10	8
Schools	10	4.99
\$ Front End	10	8
\$ Operations	10	5
Reasonable Developer \$	10	2
Term of Affordability	5	2
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	60.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Greystar for the acquisition of Generation Grove, an apartment community located at or about 14807 Woodland Hills Dr, Humble, TX 77396 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 10, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives & Communities

# REQUEST FOR BOARD AGENDA ITEM

## 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners for the acquisition of Metro Midtown, an apartment community located at or about 2350 Bagby St, Houston, TX 77006

## 2. Date of Board Meeting: March 29, 2022

## 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Civicap Partners for the acquisition of Metro Midtown, an apartment community located at or about 2350 Bagby St, Houston, TX 77006 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 10, 2022, to David A. Northern, Sr., President & CEO.

## 4. Department Head Approval Signature Date: 3/23/2022

DocuSigned by:

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## 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

DocuSigned by:

David A. Northern, Sr.

3/23/2022

Signature \_\_\_\_\_ Date: \_\_\_\_\_

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**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CIVICAP PARTNERS FOR THE ACQUISITION OF METRO MIDTOWN, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 2350 BAGBY ST., HOUSTON, TX 77006  
**DATE:** MARCH 10, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Civicap Partners for the acquisition of Metro Midtown, an apartment community located at or about 2350 Bagby St. Houston, TX 77006.

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

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

Metro Midtown is a garden-style community in the Montrose submarket totaling 419 apartment homes located at 2350 Bagby Street, Houston, Texas 77006. Metro Midtown is on a 7.81-acre site, the largest contiguous multifamily site in Midtown.

**AFFORDABLE UNITS:**

10.01% (42 units) would be @ 60% AMI, 41% (172 units) would be @ 80% AMI, and 48.93% (205 units) will be at Market rates. The property will have 241 one-bedroom and 178 two-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	24	99	118	241
2 Bedrooms	18	73	87	178
Totals	42	172	205	419
Percentages	10.02%	41.05%	48.93%	100.00%

**EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Civicap Partners - Metro Midtown
Location	10	10
Depth of Affordability	10	6
Schools	10	2.99
\$ Front End	10	6
\$ Operations	10	10
Reasonable Developer \$	10	6
Term of Affordability	5	2
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	63.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Greystar for the acquisition of Metro Midtown, an apartment community located at or about 2350 Bagby St., Houston, TX 77006 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 10, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives & Communities

## REQUEST FOR BOARD AGENDA ITEM

### 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Ascenda Capital for the acquisition of Olympus Katy Ranch, an apartment community located at or about 24929 Katy Ranch, Houston, TX 77494

### 2. Date of Board Meeting: March 29, 2022

### 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Ascenda for the acquisition of Olympus Katy Ranch, an apartment community located at or about 24929 Katy Ranch, Houston, TX 77494 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 7, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature DocuSigned by: Jay Mason Date: 3/23/2022  
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### 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: David A. Northern, Sr. Date: 3/23/2022  
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**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH ASCENDA CAPITAL FOR THE ACQUISITION OF OLYMPUS KATY RANCH, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 24929 KATY RANCH, HOUSTON, TX 77494  
**DATE:** MARCH 7, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Ascenda Capital for the acquisition of Olympus Katy Ranch, an apartment community located at or about 24929 Katy Ranch, Houston, TX 77494

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Ascenda Capital is a privately held real estate investment and development firm. They specialize in the acquisition and development of both affordable and market-rate multi-family real estate assets nationwide. They concentrate on markets positioned for long-term growth as determined by factors like job creation, economic stability, and high occupancy rates. While the firm's emphasis is the multi-family industry in general, its specialty is market rate value-add, core plus, and Low-Income Housing Tax Credit (LIHTC) properties.

Founded in 2007, Post Investment Group is a private investment firm dedicated to investing in real estate, emphasizing affordable housing. Post Investment Group specializes in distressed, value-add, ground-up development, and Low-Income Housing Tax Credit (LIHTC) multi-family investments throughout the United States. Post has acquired in excess of \$1.5 Billion of properties encompassing more than 24,000 units across 16 states and 48 cities. Headquartered in Los Angeles, CA, Post also maintains operations in Dallas, TX.

Situated on 14.72 acres, Olympus Katy Ranch is an existing 260-unit luxury rental community located at 24929 Katy Ranch, Houston, TX. The property was completed in 2013. Ascenda and Post have planned \$2,600,000 in renovations to Olympus Katy Ranch.

#### **AFFORDABLE UNITS:**

20% (52 units) would be @ 60% AMI, 30% (78 units) would be @ 80% AMI, and 50% (130 units) will be at Market rates. The property has 112 one-bedroom, 126 two-bedroom, and 22 three-bedroom units.

	60% AMI	80% AMI	Market	Total
1 Bedroom	24	34	54	112
2 Bedrooms	25	38	63	126
3 Bedrooms	3	6	13	22
Totals	52	78	130	260
Percentages	20.00%	30.00%	50.00%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Ascenda Capital - Olympus Katy Ranch
Location	10	10
Depth of Affordability	10	8
Schools	10	5.99
\$ Front End	10	8
\$ Operations	10	10
Reasonable Developer \$	10	6
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	74.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Greystar for the acquisition of Olympus Katy Ranch, an apartment community located at or about 24929 Katy Ranch, Houston, TX 77494 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 7, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives & Communities

**REQUEST FOR BOARD AGENDA ITEM**

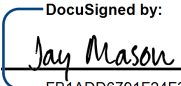
**1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the acquisition of Amalfi at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004

**2. Date of Board Meeting:** March 29, 2022

**3. Proposed Board Resolution:**

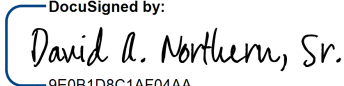
**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Amalfi at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval** Signature  Date: 3/23/2022  
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**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**  Date: 3/23/2022  
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**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH MORGAN GROUP FOR THE ACQUISITION OF AMALFI AT HERMANN PARK, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 3 HERMANN MUSEUM CIRCLE, HOUSTON, TX 77004  
**DATE:** MARCH 11, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Amalfi at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Multifamily development. The Morgan Group currently owns and operates 30 communities.

The Amalfi at Hermann Park and Esplanade at Hermann Park, collectively referred to as "The Circle at Hermann Park," are located off Hermann Museum Circle Drive, immediately north of one of Houston's most valued green spaces, Hermann Park. Amalfi was developed in 2004 and is currently 94% occupied.

The closing of the acquisition is proposed for June 2022.

**AFFORDABLE UNITS:**

10.24% (43 units) would be @ 60% AMI, 40.95% (172 units) would be @ 80% AMI, and 48.81% (117 units) will be at Market rates. The property will have 239 one-bedroom, 166 two-bedroom units, and 15 three-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	24	98	117	239
2 Bedrooms	17	68	81	166
3 Bedrooms	2	6	7	15
Totals	43	172	205	420
Percentages	10.24%	40.95%	48.81%	100.00%

**EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	The Morgan Group - Circle at Hemann Park (Amalfi)
Location	10	10
Depth of Affordability	10	6
Schools	10	4.99
\$ Front End	10	8
\$ Operations	10	5
Reasonable Developer \$	10	2
Term of Affordability	5	2
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	58.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Amalfi at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the acquisition of Esplanade at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Esplanade at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:

Jay Mason

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Date: 3/23/2022

**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**

DocuSigned by:

David A. Northern, Sr.

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Signature \_\_\_\_\_

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Date: \_\_\_\_\_



Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH MORGAN GROUP FOR THE ACQUISITION OF ESPLANADE AT HERMANN PARK, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 3 HERMANN MUSEUM CIRCLE, HOUSTON, TX 77004  
**DATE:** MARCH 11, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Esplanade at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Multifamily development. The Morgan Group currently owns and operates 30 communities.

The Amalfi at Hermann Park and Esplanade at Hermann Park, collectively referred to as "The Circle at Hermann Park," are located off Hermann Museum Circle Drive, immediately north of one of Houston's most valued green spaces, Hermann Park. Amalfi was developed in 2004 and is currently 94% occupied.

The closing of the acquisition is proposed for June 2022.

**AFFORDABLE UNITS:**

10.11% (38 units) would be @ 60% AMI, 40.96% (154 units) would be @ 80% AMI, and 48.94% (184 units) will be at Market rates. The property will have 196 one-bedroom, 154 two-bedrooms units, and 19 three-bedroom units

	60% AMI	80% AMI	Market	Totals
1 Bedroom	20	80	96	196
2 Bedrooms	16	66	79	161
3 Bedrooms	2	8	9	19
Totals	38	154	184	376
Percentages	10.11%	40.96%	48.94%	100.00%

**EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle, on January 23, January 30, and February 21 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	The Morgan Group - Circle at Hermann Park (Esplanade) (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	4.99
\$ Front End	10	8
\$ Operations	10	5
Reasonable Developer \$	10	2
Term of Affordability	5	2
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	58.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Esplanade at Hermann Park, an apartment community located at or about 3 Hermann Museum Circle, Houston, TX 77004 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.



Resolution No. 3401



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with AEW EHF Acquisitions LLC for the acquisition of Haven on Main, an apartment community located at or about 8700 South Main, Houston, TX 77025

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with AEW EHF Acquisitions LLC, for the acquisition of Haven on Main, an apartment community located at or about 8700 South Main, Houston, TX 77025 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:

Jay Mason

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Date: 3/23/2022

**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**

DocuSigned by:

David A. Northern, Sr.

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3/23/2022

Signature \_\_\_\_\_

Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH AEW EHF ACQUISITIONS LLC, FOR THE ACQUISITION OF HAVEN ON MAIN, AN APARTMENT COMMUNITY LOCATED ON 8700 SOUTH MAIN, HOUSTON, TX 77025  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with AEW EHF Acquisitions LLC, for the acquisition of Haven on Main, an apartment community located at or about 8700 South Main, Houston, TX 77025.

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

AEW is a global real estate investment advisory firm founded in 1981 with approximately \$90 billion of real estate assets under management. AEW is a capital allocator that partners with best-in-class property managers and developers. The firm actively manages public and private property portfolios across the risk/return spectrum. AEW was founded by Peter Aldrich, Tom Eastman, and Mark Waltch.

EHF is an evergreen real estate focused on generating long-term recession-resilient income by providing moderate- to lower-income households with high-quality, affordable homes. The vehicle was born out of the personal and professional experiences of EHF's portfolio manager, Dillon Lorda, who lived in affordable housing and helped to manage real estate portfolios for public and private pension plans. The vision for EHF is to align the interests of the investors, residents, and broader community in a long-term investment vehicle focused on social, economic, and financial stability. To that end, EHF strives to generate predictable cash flow by providing residents with a high-quality, affordable experience that will generate high occupancy and low turnover.

Haven at Main is a 256-unit property located at 8700 South Main, Houston, TX 77025 in the Medical Center neighborhood, approximately six miles from Houston's central business district in a high-opportunity census tract with good accessibility to major employment centers and community amenities. The property was completed in 2015.

#### **AFFORDABLE UNITS:**

Haven at Main will have 19.53% (50 units), which would be at 60% AMI, 31.25% (80 units) would be @ 80% AMI, and 49.22% (126 units) will be at Market rates. The property will have 173 one-bedroom and 83 two-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	34	54	85	173
2Bedrooms	16	26	41	83
Totals	50	80	126	256

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle, on January 23, January 30, and February 21 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	AEW Capital Management - Haven at Main
Location	10	10
Depth of Affordability	10	8
Schools	10	6.99
\$ Front End	10	8
\$ Operations	10	6
Reasonable Developer \$	10	10
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	74.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with AEW EHF Acquisitions LLC, for the acquisition of Haven on Main, an apartment community located at or about 8700 South Main, Houston, TX 77025 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives & Communities

# REQUEST FOR BOARD AGENDA ITEM

## 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with AEW EHF Acquisitions LLC for the acquisition of High Point Uptown, an apartment community located at or about 807 S. Post Oak Lane, Houston, TX 77056

## 2. Date of Board Meeting: March 29, 2022

## 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with AEW EHF Acquisitions LLC, for the acquisition of High Point Uptown, an apartment community located at or about 807 S. Post Oak Lane, Houston, TX 77056 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, Consultant, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

## 4. Department Head Approval

Signature

DocuSigned by:  
Jay Mason  
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Date: 3/23/2022

## 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:  
David A. Northern, Sr.  
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3/23/2022

Date:



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH AEW EHF ACQUISITIONS LLC FOR THE ACQUISITION OF HIGH POINT UPTOWN, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 807 S. POST OAK LANE, HOUSTON, TX 77056  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with AEW EHF Acquisitions LLC, for the acquisition of High Point Uptown, an apartment community that will be located at or about 807 S. Post Oak Lane, Houston, TX 77056

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

AEW is a global real estate investment advisory firm founded in 1981 with approximately \$90 billion of real estate assets under management. The firm actively manages portfolios across the risk/return spectrum across the public and private property markets. AEW is a capital allocator that partners with best-in-class property managers and developers and does not perform those services themselves. AEW was founded by Peter Aldrich, Tom Eastman, and Mark Waltch.

EHF is an evergreen real estate focused on generating long-term recession-resilient income by providing moderate- to lower-income households with high-quality, affordable homes. The vehicle was born out of the personal and professional experiences of EHF's portfolio manager, Dillon Lorda, who has both lived in affordable housing and helped to manage real estate portfolios for public and private pension plans. The vision for EHF is to align the interests of the investors, residents, and broader community in a long-term investment vehicle focused on social, economic, and financial stability. To that end, EHF strives to generate predictable cash flow by providing residents with a high-quality, affordable experience that will generate high occupancy and low turnover.

High Point Uptown is a 277-unit property located at 807 S Post Oak Lane Houston, Texas 77056 in the Galleria/Uptown neighborhood, approximately seven miles west of Houston's central business district in a high-opportunity census tract with good accessibility to major employment centers and community amenities. The property was completed in 2013.

#### **AFFORDABLE UNITS:**

High Point Uptown will have 10.11% (28 units), which would be at 60% AMI, 40.79% (113 units) would be @ 80% AMI, and 49.10% (136 units) will be at Market rates. The property will have 175 one-bedroom, 96 two-bedroom units, and six three-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	17	72	86	175
2 Bedrooms	10	39	47	96
3 Bedrooms	1	2	3	6
Totals	28	113	136	277
Percentages	10.11%	40.79%	49.10%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	AEW Capital Management - High Point Uptown (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	5.99
\$ Front End	10	10
\$ Operations	10	6
Reasonable Developer \$	10	10
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	73.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with AEW EHF Acquisitions LLC, for the acquisition of High Point Uptown, an apartment community located at or about 807 S. Post Oak Lane, Houston, TX 77056 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives & Communities

## REQUEST FOR BOARD AGENDA ITEM

### 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the acquisition of Avenue R, an apartment community located at or about 5455 Richmond Ave, Houston, TX 77056

### 2. Date of Board Meeting: March 29, 2022

### 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Avenue R, an apartment community located at or about 5455 Richmond Ave, Houston, TX 77056 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 3/23/2022  
DocuSigned by: FB1ADD6791F24F3...

### 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 David A. Northern, Sr. Date: 3/23/2022  
DocuSigned by: 9E0B1D8C1AF04AA...



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH MORGAN GROUP FOR THE ACQUISITION OF AVENUE R, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 5455 RICHMOND AVE, HOUSTON, TX 77056  
**DATE:** MARCH 11, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Avenue R, an apartment community located at or about 5455 Richmond Ave, Houston, TX 77056

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Multifamily development. The Morgan Group currently owns and operates 30 communities.

Avenue R was built in 2013 and is located less than one mile from Houston's Post Oak- Uptown area, which includes the well-known Galleria mixed-use development. Greenway Plaza, the largest concentration of office space outside of Houston's CBD, is also located nearby. In addition to proximity to one of Houston's major employment centers, school-age children living in the community have the

opportunity to attend three highly respected public schools; St. George Place Elementary, Tanglewood Middle, and Wisdom High. The property is currently approximately 94.00% leased and occupied.

#### **AFFORDABLE UNITS:**

9.95% (39units) would be @ 60% AMI, 41.07% (161 units) would be @ 80% AMI, and 48.98% (192 units) will be at Market rates. The property will have 292 one-bedroom, 100 two-bedroom units, and 0 three-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	29	120	143	292
2 Bedrooms	10	41	49	100
Totals	39	161	192	392
Percentages	9.95%	41.07%	48.98%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	The Morgan Group - Avenue R
Location	10	10
Depth of Affordability	10	6
Schools	10	5.99
\$ Front End	10	8
\$ Operations	10	5
Reasonable Developer \$	10	2
Term of Affordability	5	2
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	59.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the acquisition of Avenue R, an apartment community located at or about 5455 Richmond Ave, Houston, TX 77056 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives & Communities

## REQUEST FOR BOARD AGENDA ITEM

### 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of 3800 Main, an apartment community located at or about 3800 Main St, Houston, TX 77002.

### 2. Date of Board Meeting: March 29, 2022

### 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of 3800 Main, an apartment community located at or about 3800 Main St, Houston, TX 77002 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President, & CEO.

4. **Department Head Approval** Signature DocuSigned by: Jay Mason Date: 3/23/2022  
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### 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: David A. Northern, Sr. Date: 3/23/2022  
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Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH POST INVESTMENTS FOR THE ACQUISITION OF 3800 MAIN, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 3800 MAIN, HOUSTON, TX 77002  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of 3800 Main, an apartment community located at or about 3800 Main St, Houston, TX 77002

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Founded in 2007, Post Investment Group is a private investment firm dedicated to investing in real estate, emphasizing affordable housing. Post Investment Group specializes in distressed, value-add, ground-up development, and Low-Income Housing Tax Credit (LIHTC) multi-family investments throughout the United States. Post Investment Group has acquired \$1.5 Billion of properties encompassing more than 24,000 units across 16 states and 48 cities. Headquartered in Los Angeles, CA, Post Investment Group also maintains operations in Dallas, TX.

Situated on 2.80 acres, 3800 Main is an existing 319-unit, five-story wrap rental community located at 3800 Main Street, Houston, TX 7700, with construction completed in 2014. Post Investment Group plans to spend \$1.60 million on renovations.

#### **AFFORDABLE UNITS:**

3800 Main will set aside 15.36% of units (49 units) as affordable housing for families and individuals earning 60% of Area Median Income, 35.11% of units (112 units) for families and individuals earning 80% of Area Median Income, with the remaining 158 (49.53%) units being at market rate.

	60% AMI	80% AMI	Market	Total
Studios	2	3	3	8
1 Bedroom - 1 Bath	36	90	126	252
2 Bedrooms - 2 Baths	11	19	29	59
<b>Totals</b>	<b>49</b>	<b>112</b>	<b>158</b>	<b>319</b>
<b>Percentages</b>	<b>15.36%</b>	<b>35.11%</b>	<b>49.53%</b>	<b>100.00%</b>

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Post Investment Group - 3800 Main (Insert Points Below)
Location	10	10
Depth of Affordability	10	7
Schools	10	2.66
\$ Front End	10	8
\$ Operations	10	8
Reasonable Developer \$	10	6
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	68.16

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Greystar for the acquisition of 3800 Main, an apartment community located at or about 3800 Main St, Houston, TX 77002 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives & Communities

# REQUEST FOR BOARD AGENDA ITEM

## 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Commons at Hollyhock, an apartment community located at or about 5751 Greenhouse Rd, Katy, TX 77449

## 2. Date of Board Meeting: March 29, 2022

## 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Commons at Hollyhock, an apartment community located at or about 5751 Greenhouse Rd, Katy, TX 77449 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

## 4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 3/23/2022

## 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

DocuSigned by:

David A. Northern, Sr.

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3/23/2022

Signature

Date:



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH POST INVESTMENTS FOR THE ACQUISITION OF COMMONS AT HOLLYHOCK, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 5751 GREENHOUSE RD, KATY, TX 77449  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Commons at Hollyhock, an apartment community located at or about 5751 Greenhouse Rd, Katy, TX 77449

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Founded in 2007, Post Investment Group is a private investment firm dedicated to investing in real estate, emphasizing affordable housing. Post Investment Group specializes in distressed, value-add, ground-up development, and Low-Income Housing Tax Credit (LIHTC) multi-family investments throughout the United States. Post Investment Group has acquired \$1.5 Billion of properties encompassing more than

24,000 units across 16 states and 48 cities. Headquartered in Los Angeles, CA, Post Investment Group also maintains operations in Dallas, TX.

Situated on 23.0 acres, Commons at Hollyhock is an existing 624-unit garden-style rental community. Built in 2015 vintage Class-A residential community. Post Investments is planning a \$4.68 million renovations program.

#### **AFFORDABLE UNITS:**

Commons Hollyhock will set aside 25% of units (156 units) as affordable housing for families and individuals earning 60% of Area Median Income, 25% of units (156 units) for families and individuals earning 80% of Area Median Income, with the remaining 312 (50%) units being at market rate.

	60% AMI	80% AMI	Market	Total
1 Bedroom - 1 Bath	78	78	156	312
2 Bedroom - 1 Bath	36	36	72	144
2 Bedrooms - 2 Baths	42	42	84	168
Totals	156	156	312	624
Percentages	25.00%	25.00%	50.00%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Post Investment Group - The Commons at Hollyhock (Insert Points Below)
Location	10	10
Depth of Affordability	10	9
Schools	10	6.33
\$ Front End	10	6
\$ Operations	10	8
Reasonable Developer \$	10	6
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	71.83

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Commons at Hollyhock, an apartment community located at or about 5751 Greenhouse Rd, Katy, TX 77449 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives & Communities

# REQUEST FOR BOARD AGENDA ITEM

## 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Gramercy Park, an apartment community located at or about 3225 Woodland Park Dr, Houston, TX 77082.

## 2. Date of Board Meeting: March 29, 2022

## 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Gramercy Park, an apartment community located at or about 3225 Woodland Park Dr, Houston, TX 77082 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

## 4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 3/23/2022

## 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

DocuSigned by:

David A. Northern, Sr.

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3/23/2022

Signature

Date:



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH POST INVESTMENTS FOR THE ACQUISITION OF GRAMERCY PARK, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 3225 WOODLAND PARK DR, HOUSTON, TX 77082  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Gramercy Park, an apartment community located at or about 3225 Woodland Park Dr, Houston, TX 77082

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Founded in 2007, Post Investment Group is a private investment firm dedicated to investing in real estate, emphasizing affordable housing. Post Investment Group specializes in distressed, value-add, ground-up development, and Low-Income Housing Tax Credit (LIHTC) multi-family investments throughout the United States. Post Investment Group has acquired \$1.5 Billion of properties encompassing more than 24,000 units across 16 states and 48 cities. Headquartered in Los Angeles, CA, Post Investment Group also maintains operations in Dallas, TX.

Situated on 15.44 acres, Gramercy Park is an existing 384-unit, a garden-style rental community located at 3225 Woodland Park Dr, Houston, 77082. This property was built in 1998, and Post is planning a renovation program with a cost of \$2.88 million.

#### **AFFORDABLE UNITS:**

Gramercy Park will set aside 20.05% of units (77 units) as affordable housing for families and individuals earning 60% of Area Median Income, 29.95% of units (115 units) for families and individuals earning 80% of Area Median Income, with the remaining 192 (50%) units being at market rate.

	60% AMI	80% AMI	Market	Total
1 Bedroom - 1 Bath	29	42	73	144
2 Bedroom - 1 Bath	14	21	37	72
2 Bedrooms - 2 Baths	26	38	64	128
3 Bedrooms - 2 Baths	8	14	18	40
<b>Totals</b>	<b>77</b>	<b>115</b>	<b>192</b>	<b>384</b>
<b>Percentages</b>	<b>20.05%</b>	<b>29.95%</b>	<b>50.00%</b>	<b>100.00%</b>

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Post Investment Group - Gramercy Park (Insert Points Below)
Location	10	10
Depth of Affordability	10	8
Schools	10	6.55
\$ Front End	10	10
\$ Operations	10	10
Reasonable Developer \$	10	6
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	2.5
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	79.55

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Gramercy Park, an apartment community located at or about 3225 Woodland Park Dr, Houston, TX 77082 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Oasis at Piney Pointe, an apartment community located at or about 9100 Westheimer Rd, Houston, TX 77063

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Oasis at Piney Pointe, an apartment community located at or about 9100 Westheimer Rd, Houston, TX 77063 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:  
  
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Date: 3/23/2022

**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:  
  
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3/23/2022

Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH POST INVESTMENTS FOR THE ACQUISITION OF OASIS AT PINEY POINTE, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 9100 WESTHEIMER RD, HOUSTON, TX 77063  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Oasis at Piney Pointe, an apartment community located at or about 9100 Westheimer Rd, Houston, TX 77063

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Founded in 2007, Post Investment Group is a private investment firm dedicated to investing in real estate, emphasizing affordable housing. Post Investment Group specializes in distressed, value-add, ground-up development, and Low-Income Housing Tax Credit (LIHTC) multi-family investments throughout the United States. Post Investment Group has acquired \$1.5 Billion of properties encompassing more than

24,000 units across 16 states and 48 cities. Headquartered in Los Angeles, CA, Post Investment Group also maintains operations in Dallas, TX.

Situated on 10.85 acres, Oasis at Piney Point is an existing 318-unit, garden-style luxury rental community located on 9100 Westheimer Rd, Houston, TX 77063. Post Investment Group believes the proposal set forth herein for Oasis at Piney Point presents an attractive opportunity to acquire, improve, and strategically position this 2003 vintage Class- Post is planning a \$3.50 million renovations to Oasis at Piney Point.

#### **AFFORDABLE UNITS:**

Oasis Piney Pointe will set aside 25.16% of units (80 units) as affordable housing for families and individuals earning 60% of Area Median Income, 24.84% of units (159 units) for families and individuals earning 80% of Area Median Income, with the remaining 159 (50%) units being at market rate.

	60% AMI	80% AMI	Market	Total
Studios	48	47	95	190
1 Bedroom - 1 Bath	26	26	52	104
2 Bedrooms - 2 Baths	6	6	12	24
<b>Totals</b>	<b>80</b>	<b>79</b>	<b>159</b>	<b>318</b>
<b>Percentages</b>	<b>25.16%</b>	<b>24.84%</b>	<b>50.00%</b>	<b>100.00%</b>

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Post Investment Group - Oasis at Piney Point (Insert Points Below)
Location	10	10
Depth of Affordability	10	10
Schools	10	1.66
\$ Front End	10	6
\$ Operations	10	8
Reasonable Developer \$	10	6
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	68.16

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Oasis at Piney Pointe, an apartment community located at or about 9100 Westheimer Rd, Houston, TX 77063 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Post Investments for the acquisition of Westchase Forest, an apartment community located at or about 11355 Richmond Ave, Houston, TX 77082

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Westchase Forest, an apartment community located at or about 11355 Richmond Ave, Houston, TX 77082 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, Consultant, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:

Jay Mason

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Date: 3/23/2022

**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**

DocuSigned by:

David A. Northern, Sr.

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3/23/2022

Signature \_\_\_\_\_

Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH POST INVESTMENTS FOR THE ACQUISITION OF WESTCHASE FOREST, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 11355 RICHMOND AVE, HOUSTON, TX 77082  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Westchase Forest, an apartment community located at or about 11355 Richmond Ave, Houston, TX 77082

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Founded in 2007, Post Investment Group is a private investment firm dedicated to investing in real estate, emphasizing affordable housing. Post Investment Group specializes in distressed, value-add, ground-up development, and Low-Income Housing Tax Credit (LIHTC) multi-family investments throughout the United States. Post Investment Group has acquired \$1.5 Billion of properties encompassing more than 24,000 units across 16 states and 48 cities. Headquartered in Los Angeles, CA, Post Investment Group also maintains operations in Dallas, TX.

Situated on 15.44 acres, Westchase is an existing 384-unit, garden-style rental community located at 3225 Woodland Park Dr, Houston, 77082. This property was built in 1998, and Post is planning a renovation program with a cost of \$2.88 million.

#### **AFFORDABLE UNITS:**

Westchase Forest will set aside 20% of units (80 units) as affordable housing for families and individuals earning 60% of Area Median Income, 30% of units (120 units) for families and individuals earning 80% of Area Median Income, with the remaining 200 (50%) units being at market rate.

	60% AMI	80% AMI	Market	Total
1 Bedroom - 1 Bath	28	44	72	144
2 Bedroom - 1 Bath	19	29	48	96
2 Bedrooms - 2 Baths	30	42	72	144
3 Bedrooms - 2 Baths	3	5	8	16
<b>Totals</b>	<b>80</b>	<b>120</b>	<b>200</b>	<b>400</b>
<b>Percentages</b>	<b>20.00%</b>	<b>30.00%</b>	<b>50.00%</b>	<b>100.00%</b>

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle, on January 23, January 30, and February 21 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Post Investment Group - Westchase Forest (Insert Points Below)
Location	10	10
Depth of Affordability	10	9
Schools	10	6.33
\$ Front End	10	6
\$ Operations	10	8
Reasonable Developer \$	10	6
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	4
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	71.83

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Post Investments for the acquisition of Westchase Forest, an apartment community located at or about 11355 Richmond Ave, Houston, TX 77082 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives & Communities

## REQUEST FOR BOARD AGENDA ITEM

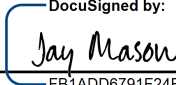
### 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Morgan Group for the development of Memorial Dr, an apartment community that will be located at or about 15635 Memorial Dr, Houston, 77079

### 2. Date of Board Meeting: March 29, 2022

### 3. Proposed Board Resolution:

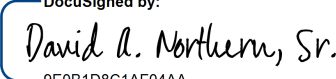
**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the development of Memorial Dr, an apartment community that will be located at or about 15635 Memorial Dr, Houston, 77079 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature  Date: 3/23/2022  
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### 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**  3/23/2022  
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 Signature \_\_\_\_\_ Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH MORGAN GROUP FOR THE DEVELOPMENT OF MEMORIAL DR, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 15635 MEMORIAL DR, HOUSTON, 77079  
**DATE:** MARCH 11, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the development of Memorial Dr, an apartment community that will be located at or about 15635 Memorial Dr, Houston, 77079

### BACKGROUND:

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

The Houston Housing Authority wishes to increase the number of affordable housing units available for qualified residents within its jurisdiction. To facilitate this, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Multi-family development. The Morgan Group currently owns and operates 30 communities.

Memorial Drive is a planned 336-unit, 4-story wrap, luxury multi-family development to be built in a site located at 15635 Memorial Dr, Houston, 77079, within walking distance to four major HQ campuses in the heart of Houston's Energy Corridor. The proposed development is in a zip code designated by the

Houston Housing Authority for enhanced voucher payment standards. The proposed development is served by the highly-rated Katy ISO; both the middle and high school to which residents' children are zoned are rated "A" by the Texas Education Agency (TEA).

#### **AFFORDABLE UNITS:**

10.18% (34 units) would be @ 60% AMI, 40.12% (134 units) would be @ 80% AMI, and 49.70% (166 units) will be at Market rates. The property will have 229 one-bedroom, 105 two-bedroom units, and 0 three-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	23	92	114	229
2 Bedrooms	11	42	52	105
Totals	34	134	166	334
Percentages	10.18%	40.12%	49.70%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	The Morgan Group - 15635 Memorial Drive (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	7.99
\$ Front End	10	10
\$ Operations	10	5
Reasonable Developer \$	10	4
Term of Affordability	5	2
Flood Plain	5	3
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	63.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Morgan Group for the development of Memorial Dr, an apartment community that will be located at or about 15635 Memorial Dr, Houston, 77079 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 11, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM****1. Brief Description of Proposed Item**

Consideration and/or action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Trammel Crow for the development of Allora Gosling, an apartment community that will be located at or about 5634 Steubner Rd, Spring, Texas, 77389.

**2. Date of Board Meeting:** March 29, 2022**3. Proposed Board Resolution:**

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Trammell Crow for the development of Allora Gosling, an apartment community that will be located at or about 5634 Steubner Rd, Spring, Texas, 77389 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:

*Jay Mason*

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Date: 3/23/2022

**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**

DocuSigned by:

*David A. Northern, Sr.*

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3/23/2022

Signature \_\_\_\_\_

Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH TRAMMELL CROW FOR THE DEVELOPMENT OF ALLORA GOSLING, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 5634 STEUBNER RD, SPRING, TEXAS, 77389  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Trammell Crow for the development of Allora Gosling, an apartment community that will be located at or about 5634 Steubner Rd, Spring, Texas, 77389.

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

Trammell Crow Residential (TCR) is a pioneer of U.S. multifamily real estate and has developed more apartments than any other firm. Over 40 years, we have built more than 250,000 premier multifamily residences, creating vibrant and amenity-rich communities that our residents are proud to call home. TCR has 12 offices across the United States, which provide an on-the-ground presence, deep network, and an understanding of local market dynamics. Allora communities feature clubhouses, swimming pools, fitness

centers, large living spaces, and quality finishes. Strategically located in suburban and urban markets with high population and job growth, these lifestyle-focused residences are conveniently located near employment, transportation, schools, retail, and entertainment.

Allora Gosling Road is a 351-unit Class A, the garden-style multifamily community proposed to be constructed proximate to the intersection of Spring Steubner and Gosling Roads, immediately south of the Grand Parkway (SH 99) in northwest Harris County. The community will include 234 one-bedroom units and 117 two-bedroom units.

#### **AFFORDABLE UNITS:**

10.269% (36 units) would be @ 60% AMI, 40.74% (143 units) would be @ 80% AMI, and 49.00% (172 units) will be at Market rates. The schools in the area are rated C, C, and F.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	24	95	115	234
2 Bedrooms	12	48	57	117
Totals	36	143	172	351
Percentages	10.26%	40.74%	49.00%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle, on January 23, January 30, and February 21 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Trammell Crow Residential - Allora Gosling (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	4.99
\$ Front End	10	6
\$ Operations	10	5
Reasonable Developer \$	10	5
Term of Affordability	5	2
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	59.49

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Greystar for the development of Allora Gosling, an apartment community that will be located at or about 5634 Steubner Rd, Spring, Texas, 77389, for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.





Transforming Lives & Communities

## REQUEST FOR BOARD AGENDA ITEM

### 1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Urban Genesis for the development of Urban Genesis Co-Op, an apartment community that will be located at or about 3122 Leeland St, Houston TX 77003

### 2. Date of Board Meeting: March 29, 2022

### 3. Proposed Board Resolution:

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Urban Genesis for the development of Urban Genesis Co-Op, an apartment community that will be located at or about 3122 Leeland St, Houston TX 77003 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature DocuSigned by: Jay Mason Date: 3/23/2022  
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### 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** DocuSigned by: David A. Northern, Sr. 3/23/2022  
Signature \_\_\_\_\_ Date: \_\_\_\_\_  
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**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH URBAN GENESIS FOR THE DEVELOPMENT OF URBAN GENESIS CO-OP, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 3122 LEELEND ST, HOUSTON TX 77003  
**DATE:** MARCH 14, 2022

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This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Urban Genesis for the development of Urban Genesis Co-Op, an apartment community that will be located at or about 3122 Leeland St, Houston TX 77003.

### 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 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, Qualification Based Solicitation (QBS 22-03) was issued on January 23, January 30, and February 21, 2022.

QBS 22-03 aims to solicit acquisition, rehabilitation, or construction opportunities involving affordable housing.

### PROPOSED PARTNER & DEVELOPMENT:

The proposed development, Urban Genesis Co-Op, is a Class A, 258-unit podium-style community to be constructed in Houston's emerging EaDo neighborhood. The proposed community is located adjacent to Houston's Central Business District and proximate to major employment centers, including the Texas Medical Center. Located at 3122 Leland Street, at its intersection with Velasco, the site has excellent

accessibility to I-45 and I-69 (US 59) and their connections to other major thoroughfares, including SH 288 and I-10.

In partnership with Civicap Partners, UG has the following existing communities under development with affiliates of the Houston Housing Authority: Heights Waterworks - Phases 1 & 2, Co-Op at Summer Street, and Co-Op at Warehouse District- Phases 1 & 2.

#### **AFFORDABLE UNITS:**

Urban Genesis Co-Op at EaDo will have 10.08% (26 units), which would be at 60% AMI, 40.70% (105 units) would be @ 80% AMI, and 49.22% (127 units) will be at Market rates. The property will have 239 one-bedroom and 19 two-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	24	97	118	239
2 Bedrooms	2	8	9	19
Totals	26	105	127	258
Percentages	10.08%	40.70%	49.22%	100.00%

#### **EVALUATION PROCESS:**

The Evaluation Committee for QBS 22-03 consisted of Jay Mason, Interim Director REID, Mike Rogers, Vice President of Finance, and David Cukierman, Consultant.

The solicitation was advertised in the Houston Chronicle on January 23, January 30, and February 21, 2022. In response, the Houston Housing Authority received thirty-three responses.

**SCORING:**

The scoring criteria for potential deals were changed in 2020 in order to help potential partners understand the number of ways to improve an affordable deal. The terms of QBS 22-03 called for the evaluation committee to evaluate each submittal and recommend higher-scoring proposals.

The scoring criteria and results are listed below:

DESCRIPTION	MAX. POINTS	Urban Genesis - Co-Op @ EaDo (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	1.66
\$ Front End	10	8
\$ Operations	10	10
Reasonable Developer \$	10	3
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	64.16

**RECOMMENDATION**

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

**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate a Memorandum of Understanding with Urban Genesis for the development of Urban Genesis Co-Op, an apartment community that will be located at or about 3122 Leeland St, Houston TX 77003 for the formation of housing development partnership(s) to provide additional affordable housing units, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.



Transforming Lives &amp; Communities

**REQUEST FOR BOARD AGENDA ITEM**

1. **Brief Description of Proposed Item** – Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at 13611 Perry Road, Houston, Texas 77070, the construction and development of the 378-unit Birchway Perry Road thereupon, and the execution of all required documents therefor.

2. **Date of Board Meeting:** March 29, 2022

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 that certain parcel of land located at 13611 Perry Road, Houston, Texas 77070, the construction and development of the 378-unit Birchway Perry Road (the "**Project**") thereupon, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 3/23/2022  
DocuSigned by: FB1ADD6791F24F3...

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

Funds Budgeted and Available ☒ Yes ☐ No Source Third Party Funding

**VP of FO Approval** Signature \_\_\_\_\_ Date: \_\_\_\_\_

6. **Approval President & CEO**

Signature \_\_\_\_\_ Date: David A. Northern, Sr.  
DocuSigned by: 9E0B1D8C1AF04AA...



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

## MEMORANDUM

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO FACILITATE THE ACQUISITION OF THAT CERTAIN PARCEL OF LAND LOCATED AT 13611 PERRY ROAD, HOUSTON, TEXAS 77070, THE CONSTRUCTION AND DEVELOPMENT OF THE 378-UNIT BIRCHWAY PERRY ROAD THEREUPON, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR  
**DATE:** MARCH 14, 2022

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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 that certain parcel of land located at 13611 Perry Road, Houston, Texas 77070, the construction and development of the 378-unit Birchway Perry Road (the "**Project**") thereupon, 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 GS-CS Perry Road 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 \$51,617,466 (the "**Loan**") from BOKF NA d/b/a Bank of Texas ("**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 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 the 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 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 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 President and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the 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 consider 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 that certain parcel of land located at 13611 Perry Road, Houston, Texas 77070, the construction and development of the 378-unit Birchway Perry Road (the "**Project**") thereupon, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 14, 2022, to David A. Northern, Sr., President & CEO

**RESOLUTION NO. 3412**

**RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF THAT CERTAIN PARCEL OF LAND LOCATED AT 13611 PERRY ROAD, HOUSTON, TEXAS 77070, THE CONSTRUCTION AND DEVELOPMENT OF THE 378-UNIT BIRCHWAY PERRY ROAD (THE "PROJECT") THEREUPON, 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 GS-CS Perry Road 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 for 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 \$51,617,466 (the "**Loan**") from BOKF NA d/b/a Bank of Texas ("**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 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 foregoing matters the 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 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 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



Resolution No. 3412

other acts and things necessary or proper in furtherance thereof, as the President and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the 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]*

Resolution No. 3412

PASSED March 29, 2022.

ATTEST:

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CHAIR

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Secretary

## BOARD REPORT FOR MONTH ENDING FEBRUARY 28, 2022

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## EXECUTIVE SUMMARY

### LOW-INCOME PUBLIC HOUSING

The Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 5.96% on February 28, 2022. As of March 1, 2022, rent collection for February was 95.91% of rents billed on an adjusted cash accounting basis.

There are currently 48,151 active applications for the Public Housing Waiting List, which represents a decrease of 1.4% from last month.

Low-Income Public Housing			
	December	January	February
Waiting Lists	49,079	48,823	48,151
Vacancy Rate	6.3%	6.5%	5.96%
Rent Collection	97.1%	93.2%	95.91%
Unit Turnaround Time (Days)	85.9	80.3	74.0
Avg. Non-Emergency Work Order Days	2.43	2.27	3.03

### HOUSING CHOICE VOUCHER PROGRAM

The HCV staff completed 1,134 annual re-examinations during February. The HCV department also completed 207 interims, 143 change of units (moves), 168 new admissions, and 33 portability move-in transactions. On February 28, 2022, 519 families were enrolled in the Family Self Sufficiency (FSS) program; 243 of the 519 (47%) families eligible for escrow currently have an FSS escrow balance. The PIH Information Center (PIC) reporting rate for the one-month period ending February 28, 2022 was 91%.

Voucher Programs			
	December	January	February
Households	18,535	18,591	18,621
ABA Utilization/Unit Utilization	88.8%/98.4%	89.7%/97.8%	91.0%/96.3%
Reporting Rate	86%	89%	91%
Annual Reexaminations Completed	1,485	755	1,134
HQS Inspections	2,381	1,642	2,424
Waitlist	21,870	20,770	20,770

## PROPERTY MANAGEMENT SUMMARY

PMC	Vacancy						Unit Turnaround Time (YTD)					
	December		January		February		December		January		February	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	8.7	F	8.5	F	8.9	F	98.0	F	98.2	F	97.6	F
Lynd	1.1	A	0.5	A	0.5	A	51.1	F	48.6	E	42.4	E
J. Allen	9.0	F	10.5	F	3.0	B	108.8	F	94.1	F	82.0	F

PMC	Emergency Work Orders (Completed within 24 hours)						Routine Work Orders					
	December		January		February		December		January		February	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	100	A	100	A	100	A	2.9	A	2.1	A	2.2	A
Lynd	100	A	100	A	100	A	2.0	A	2.0	A	2.8	A
J. Allen	100	A	100	A	99	A	2.4	A	2.7	A	4.1	A

PMC	Rent Collection					
	December		January		February	
	%	Grade	%	Grade	%	Grade
Orion	99	A	92.7	D	99.7	A
Lynd	94.1	C	94.6	C	86.5	F
J. Allen	98.1	A	92.4	D	91.3	E

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

<b>VACANCY RATE</b>  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.	Goal 2.0%      Actual 5.96%	A 0 to 2 B 2.1 to 3 C 3.1 to 4 D 4.1 to 5 <b>E 5.1 to 6</b> F ≥6.1
<b>RENT COLLECTION (YTD)</b>  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.	Goal 98%      Actual 95.91%	A 98 to 100 B 96 to 97.9 <b>C 94 to 95.9</b> D 92 to 93.9 E 90 to 91.9 F ≤89.9
<b>EMERGENCY WORK ORDERS</b>  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.	Goal 100%      Actual 99.7%	<b>A 99 to 100</b> B 98 to 98.9 C 97 to 97.9 D 96 to 96.9 E 95 to 95.9 F ≤94.9
<b>NON-EMERGENCY WORK ORDERS</b>  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.	Goal 3 Days      Actual 3.03 Days	<b>A ≤24</b> B 25 to 30 C 31 to 40 D 41 to 50 E 51 to 60 F ≥61
<b>ANNUAL INSPECTIONS</b>  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.  *PMC's have discretional authority to select how many units to inspect each month, so long as all inspections are completed by September.	Goal 100%      Actual 41.5%	A 100 B 97 to 99 C 95 to 96.9 D 93 to 94.9 E 90 to 92.9 <b>F ≥89.9*</b>

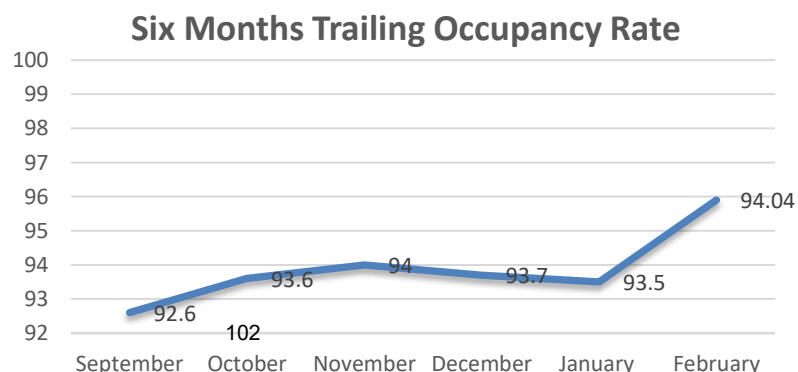
## VACANCY RATE AND TURNAROUND DAYS

Low-Income Public Housing Development	PMC	ACC Units	Approv ed Units Offline	Total Available ACC Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turne d YTD	Avg. Total Turnar ound Days YTD	Grade
Allen Parkway Village	Orion	278	8	270	234	36	86.67%	F	8,240	50	165	F
Bellerive	J. Allen	210	0	210	207	3	98.57%	A	2,278	39	58	F
Clayton Homes	J. Allen	112	221	75	75	0	100.00%	A	19,285	224	86	F
Cuney Homes	Orion	553	0	553	496	57	89.69%	F	18,891	167	113	F
Ewing	Orion	40	0	40	40	0	100.00%	A	204	8	26	B
Forest Green	J. Allen	100	84	16	16	0	100.00%	A	11,844	84	141	F
Fulton Village	Lynd	108	0	108	108	0	100.00%	A	219	5	44	E
Heatherbrook	Lynd	53	0	53	52	1	98.11%	A	127	8	16	A
Historic Oaks of APV	Orion	222	0	222	194	28	87.39%	F	5,097	36	142	F
Independence Heights	Orion	36	0	36	35	1	97.22%	B	47	1	47	E
Irvinton Village	J. Allen	318	10	308	293	15	95.13%	D	5,808	99	59	F
Kelly Village	J. Allen	270	0	270	263	7	97.41%	B	2,745	77	36	D
Kennedy Place	Orion	108	0	108	107	1	99.07%	A	311	15	21	A
Lincoln Park	Orion	200	0	200	193	7	96.50%	C	1,937	74	26	C
Lyerly	J. Allen	199	0	199	192	7	96.48%	C	3,043	26	117	F
Oxford Place	Orion	230	19	211	201	10	95.26%	D	6,263	69	91	F
Sweetwater	Lynd	26	0	26	26	0	100.00%	A	374	4	94	F
<b>Totals</b>		<b>3,247</b>	<b>342</b>	<b>2,905</b>	<b>2732</b>	<b>173</b>	<b>94.04%</b>	<b>E</b>	<b>86,713</b>	<b>986</b>	<b>88</b>	<b>F</b>

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 Turne d YTD	Avg. Total Turnar ound Days YTD	Grade
Long Drive	Tarantino	100	0	100	99	1	99.0%	A	582	21	28	C
Telephone Road	Tarantino	200	150	50	50	0	100.0%	A	12,287	44	279	F
<b>Totals</b>		<b>300</b>	<b>150</b>	<b>150</b>	<b>149</b>	<b>1</b>	<b>99.3%</b>	<b>A</b>	<b>12,869</b>	<b>65</b>	<b>198</b>	<b>F</b>

RAD-PBV	PMC	RAD- PBV Units	Units Offline	Total Available RAD PBV Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turne d YTD	Avg. Total Turnar ound Days YTD	Grade
Victory-HRI	Orion	140	0	140	122	18	87.1%	F	0	0	0	A
<b>Totals</b>		<b>140</b>	<b>0</b>	<b>140</b>	<b>122</b>	<b>18</b>	<b>87.1%</b>	<b>F</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>A</b>

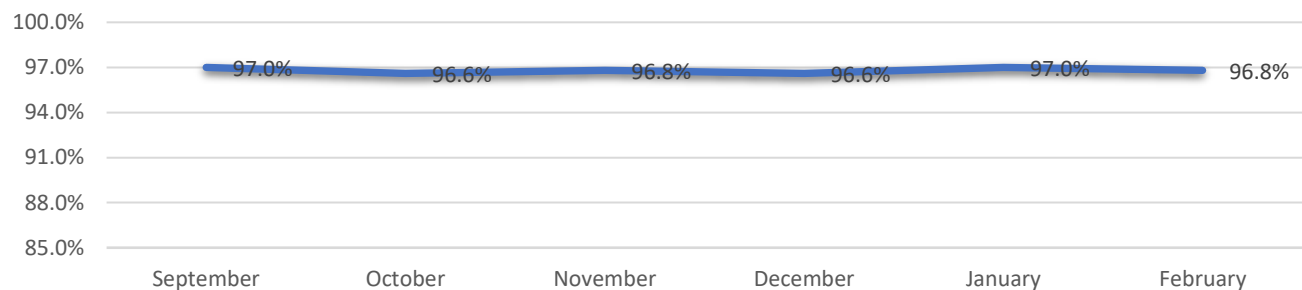
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
A	98 to 100	1 to 20
B	97 to 97.9	21 to 25
C	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≥93.9	≥51



## TAX CREDIT APARTMENT LEASING/OCCUPANCY INFORMATION

Property	Property Manager	Total Units	Public Housing Units	Tax Credit Units	Market Units	Vacant Units	Occupied (%)
2100 Memorial	<b>*CURRENTLY BEING REDEVELOPED</b>						
Heatherbrook	Lynd	176	53	87	36	2	98.9%
Mansions at Turkey Creek	Orion	252	0	252	0	5	98.0%
Independence Heights	Orion	154	36	118	0	7	95.5%
Peninsula Park	Orion	280	0	280	0	0	100.0%
Pinnacle at Wilcrest	Embrey	250	0	250	0	6	97.6%
Sweetwater Point	Lynd	260	26	234	0	13	95.0%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	11	95.5%
Willow Park	Embrey	260	0	260	0	2	99.2%
<b>PH-LIHTC</b>							
Fulton Village	Lynd	108		108	0	0	100.0%
HOAPV	Orion	222	66	156	0	28	222
Lincoln Park	Orion	250		200	50	2	99.2%
Oxford Place	Orion	250		230	20	1	99.6%
Victory-HRI	Orion	140		140	0	18	87.1%
<b>TOTALS</b>		<b>2,846</b>	<b>859</b>	<b>1,881</b>	<b>106</b>	<b>95</b>	<b>96.8%</b>

### 6 Month Trailing Occupancy Rate





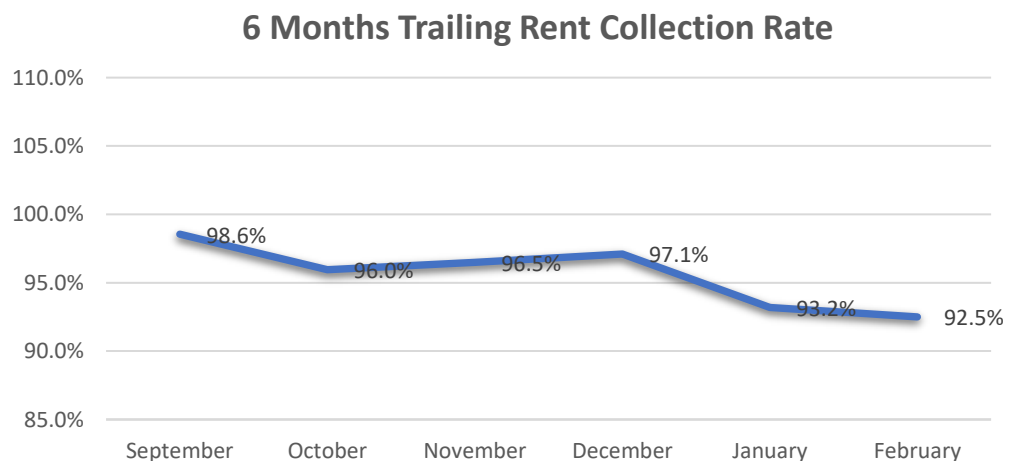
## RENT COLLECTION

Low-Income Public Housing Development	PMC	Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Allen Parkway Village	Orion	\$104,967	\$104,967	100.00%	A	\$208,854	\$201,649	96.55%	B
Bellerive	J. Allen	\$52,372	\$52,372	100.00%	A	\$105,051	\$105,038	99.99%	A
Clayton Homes	J. Allen	\$21,610	\$16,590	76.77%	F	\$46,388	\$41,367	89.18%	F
Cuney Homes	Orion	\$153,077	\$153,077	100.00%	A	\$303,201	\$284,961	93.98%	C
Ewing	Orion	\$8,334	\$8,329	99.94%	A	\$16,611	\$16,606	99.97%	A
Forest Green	J. Allen	\$5,316	\$4,517	84.97%	F	\$10,721	\$9,024	84.17%	F
Fulton Village	Lynd	\$30,778	\$28,007	91.00%	E	\$62,735	\$58,872	93.84%	D
Heatherbrook Apts.	Lynd	\$12,236	\$12,232	99.97%	A	\$25,123	\$25,119	99.98%	A
Historic Oaks of APV	Orion	\$52,999	\$52,999	100.00%	A	\$107,333	\$107,333	100.00%	A
Independence	Orion	\$5,521	\$4,002	72.48%	F	\$10,602	\$7,870	74.23%	F
Irvinton Village	J. Allen	\$77,355	\$65,832	85.10%	F	\$158,395	\$127,095	80.24%	F
Kelly Village	J. Allen	\$58,172	\$52,991	91.09%	E	\$117,203	\$111,920	95.49%	C
Kennedy Place	Orion	\$43,514	\$43,357	99.64%	A	\$88,251	\$85,922	97.36%	B
Lincoln Park	Orion	\$39,568	\$39,568	100.00%	A	\$79,183	\$77,375	97.72%	B
Lyerly	J. Allen	\$50,662	\$50,207	99.10%	A	\$100,695	\$100,240	99.55%	A
Oxford Place	Orion	\$40,354	\$40,354	100.00%	A	\$73,831	\$66,198	89.66%	F
Sweetwater	Lynd	\$5,305	\$1,547	29.16%	F	\$10,721	\$5,329	49.71%	F
<b>Totals</b>		<b>\$762,140</b>	<b>\$730,948</b>	<b>95.91%</b>	<b>C</b>	<b>\$1,524,897</b>	<b>\$1,431,918</b>	<b>93.90%</b>	<b>D</b>

Section 8 New Construction Development		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$19,075	\$19,075	100.00%	A	\$38,381	\$37,099	96.66%	B
Telephone Road	Tarantino	\$13,823	\$13,823	100.00%	A	\$27,660	\$27,561	99.64%	A
<b>Totals</b>		<b>\$32,898</b>	<b>\$32,898</b>	<b>100.00%</b>	<b>A</b>	<b>\$66,041</b>	<b>\$64,660</b>	<b>97.91%</b>	<b>B</b>

RAD-PBV		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Victory-HRI	Orion	\$87,629	\$87,629	100.00%	A	\$169,574	\$169,574	100.00%	A
<b>Totals</b>		<b>\$87,629</b>	<b>\$87,629</b>	<b>100.00%</b>	<b>A</b>	<b>\$169,574</b>	<b>\$169,574</b>	<b>100.00%</b>	<b>A</b>

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	21	21	100.0%	A
Bellerive	J. Allen	61	61	100.0%	A
Clayton Homes	J. Allen	2	2	100.0%	A
Cuney Homes	Orion	185	185	100.0%	A
Ewing	Orion	1	1	100.0%	A
Forest Green	J. Allen	0	0	N/A	A
Fulton Village	Lynd	0	0	N/A	A
Heatherbrook Apartments	Lynd	0	0	N/A	A
Historic Oaks of APV	Orion	8	8	100.0%	A
Independence Heights	Orion	0	0	N/A	A
Irvinton Village	J. Allen	20	19	95.0%	A
Kelly Village	J. Allen	2	2	100.0%	A
Kennedy Place	Orion	2	2	100.0%	A
Lincoln Park	Orion	0	0	N/A	A
Lyerly	J. Allen	13	13	100.0%	A
Oxford Place	Orion	0	0	N/A	A
Sweetwater	Lynd	0	0	N/A	A
Totals		315	314	99.7%	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	0	0	N/A	A
Telephone Road	Tarantino	0	0	N/A	A
Totals		0	0	N/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

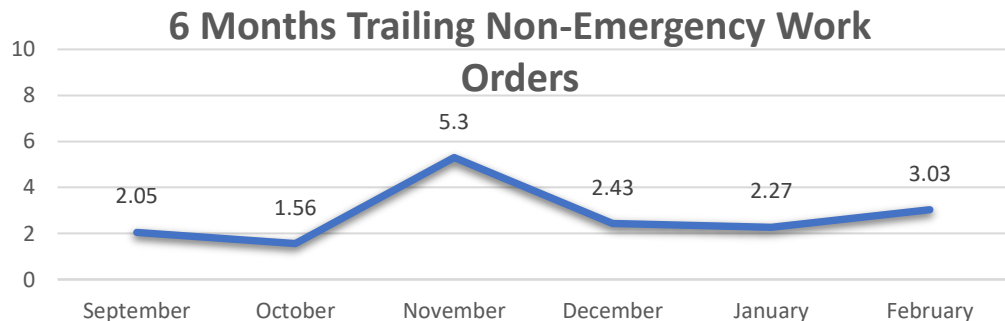
## NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Work Orders Generated	Average Completion Time (Days)	Grade
Allen Parkway Village	Orion	78	2.97	A
Bellerive	J. Allen	16	1.00	A
Clayton Homes	J. Allen	45	1.70	A
Cuney Homes	Orion	142	2.38	A
Ewing	Orion	19	1.56	A
Forest Green	J. Allen	7	2.40	A
Fulton Village	Lynd	3	6.00	A
Heatherbrook Apartments	Lynd	19	2.35	A
Historic Oaks of APV	Orion	39	3.08	A
Independence Heights	Orion	2	0.00	A
Irvinton Village	J. Allen	134	2.70	A
Kelly Village	J. Allen	121	4.43	A
Kennedy Place	Orion	6	1.00	A
Lincoln Park	Orion	33	2.06	A
Lyerly	J. Allen	52	9.90	A
Oxford Place	Orion	80	1.01	A
Sweetwater	Lynd	0	0.00	A
<b>Totals</b>		796	2.62	A

Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	61	1.00	A
Telephone Road	Tarantino	0	0.00	A
<b>Totals</b>		61	0.50	A

RAD-PBV		Work Orders Generated	Average Completion Time (Days)	Grade
Victory-HRI	Orion	7	0	A
<b>Totals</b>		7	0	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%	A
Clayton Homes	J. Allen	184	0	0.0%	A
Cuney Homes	Orion	553	443	80.1%	A
Ewing	Orion	40	40	100.0%	A
Forest Green	J. Allen	16	0	0.0%	A
Fulton Village	Lynd	108	0	0.0%	A
Heatherbrook Apartments	Lynd	53	0	0.0%	A
HOAPV/APV	Orion	500	104	20.8%	A
Independence Heights	Orion	36	36	100.0%	A
Irvinton Village	J. Allen	318	0	0.0%	A
Kelly Village	J. Allen	270	0	0.0%	A
Kennedy Place	Orion	108	45	41.7%	A
Lincoln Park	Orion	200	0	0.0%	A
Lyerly	J. Allen	199	0	0.0%	A
Oxford Place	Orion	230	82	35.7%	A
Sweetwater	Lynd	26	0	0.0%	A
<b>Totals</b>		3,051	750	24.6%	A

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

RAD-PBV	PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Victory-HRI	Orion	140	140	0.0%	A
<b>Totals</b>		140	140	0.0%	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 30<sup>th</sup> 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
<b>ANNUAL REEXAMINATIONS REPORTING RATE</b>	Goal 96%	Actual 91%	10	≥96
This Indicator shows whether the Agency completes a re-examination for each participating family at least every twelve (12) months.			5	90 to 95
			0	≤89
<b>CORRECT TENANT RENT CALCULATIONS</b>	Goal 98%	Actual 100%	5	98 to 100
This Indicator shows whether the Agency correctly calculates the family's share of rent to owner in the Rental Voucher Program.			0	≤97
<b>PRECONTRACT HQS INSPECTIONS</b>	Goal 100%	Actual 99%	5	98 to 100
This Indicator shows whether newly leased units pass HQS inspection on or before the beginning date of the Assisted Lease and HAP Contract.			0	≤97
<b>FSS ENROLLMENT</b>	Goal 80%	Actual 100%	10	≥80
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; 519 families are currently enrolled.			8	60 to 79
			5	≤59
<b>FSS ESCROW</b>	Goal 30%	Actual 47%	10	≥30
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. 519 families participate in the FSS program. 243 of the 519 (47%) families eligible for escrow currently have an FSS escrow balance.			5	≤29

## REAL ESTATE, INVESTMENT, AND DEVELOPMENT

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MARCH 2022

### **REO PROJECTS**

#### **PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS**

- **Major Capital Projects**
  - APV – 4 Units: Rehabilitation of 4 Units Construction Start week of February 7, 2022.
  - Oxford Repairs due to Freeze – Construction Contract executed and we are waiting for Permit Approval. Estimate is construction start in May 2022.
  - Bellerive Roof – Construction contract executed.
  - Heatherbrook & Sweetwater – RAD Conversions ongoing.
    - Sweetwater conversion has been delayed due to bank reviews;
    - Heatherbrook - scope and budget are being finalized to capture critical repairs.

### **NEW DEVELOPMENT**

- 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. Bond allocation expected in May 2022, with Construction Start by August 2022.
- Redline Station: Construction is complete.
- 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 12<sup>th</sup>: The property is under construction.
- Richcrest: The property is under construction.
- Kelly II: In December of 2020, we closed on all the lots owned by 5<sup>th</sup> ward except for lot 6. We continue to work with 5<sup>th</sup> Ward CRC to close the last remaining lot.
- Telephone Road (9% LIHTC). Conditional Award of additional of Tax Credits were conditionally approved, March 10, 2022 - \$89,805 in additional credits were awarded. Construction Completion expected in March 2023, with tenants occupying Phase I in January 2023;
- Waterworks: The property is under construction.
- Warehouse District: The property is under construction.

### **REDEVELOPMENT – (9% LIHTC)**

- See Telephone Road above.

## **REDEVELOPMENT – (RAD)**

### **Allen Parkway Village & Historic Oaks of Allen Parkway Village**

- Bond Allocation received and applications submitted. Bond approvals are expected in May
- Developer, Franklin has been onboarded and the HHA and Franklin continue to work on to finalize scope of work, for bid and construction.
- Construction start expected, August 2022;

## **HURRICANE HARVEY**

Currently FEMA has obligated approximately \$39,450,310 for reimbursement. FEMA – 428 Projects total \$39,400,000 and total obligated by FEMA is \$52.9 million.

### **FOREST GREEN**

- FEMA has granted this project the 428 status. Project completed the schematic design phase in December 2021.

### **2100 MEMORIAL**

- Demolition has been completed. Developer is finalizing contracts for construction start. Construction Completion is expected December 2023. Groundbreaking is schedule in May.

## **TxDOT LAND SALES**

- **Clayton:** Phase 1 has closed. Demo of Phase 1 is complete. Deadline for second phase/ transaction extended to June 30, 2022. Currently, approximately 55 residents to be relocated.
- **Kelly II:** No updates.

## OPEN SOLICITATION LOG

MARCH 2021

HHA'S PROCUREMENT DEPT.

Type	Solicitation #	Status	Department(s)	Description	Advertisement Date	Due Date
RFP	22-21	Open	Human Resources	Human Resources ("HR") Consultant	3-9-22	4-1-22
RFP	22-22	Open	Human Resources	Human Resources ("HR") Analytics Consultant	3-9-22	4-1-22
IFB	22-08	Open	REID	Playground Equipment	2-23-22	4-5-22
IFB	21-48	Open	REID	Electrical Services to Rehabilitate Security Systems at APV & HOAPV	12-1-21	4-14-22
IFB	22-10	Open	REID	Exterior Repairs of Bellerive Senior Living Building	2-28-22	4-15-22



## OPERATING STATEMENTS: 1 MONTH ENDING JANUARY 31, 2022

Central Office	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
<b>Operating Income</b>				
Total Operating Income	6,558,151	546,513	557,432	10,919
<b>Operating Expenses</b>				
Salaries and Benefits	4,176,557	348,046	302,526	45,520
Facilities and Other Administrative Expenses	1,978,715	164,893	156,960	7,933
Total Central Office Expenses	6,155,272	512,939	459,486	53,453
Surplus/(Use) of Business Activities Funds for COCC	402,879	33,573	97,946	64,373

Housing Choice Voucher Program	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
<b>Administrative Operating Income</b>				
Total Operating Income	13,565,160	1,130,430	1,143,495	13,065
<b>Operating Expenses</b>				
Salaries and Benefits	7,028,110	585,676	500,841	84,835
Administrative Expenses	2,244,362	187,030	175,246	11,784
COCC-Management Fees	4,047,449	337,287	342,584	(5,297)
Total Operating Costs Expenses	13,319,921	1,109,993	1,018,671	91,322
Cash Flow (Deficit) from Operations	245,239	20,437	124,824	104,387
<b>Housing Assistance Payments (HAP)</b>				
<b>Housing Assistance Payment Subsidy</b>	160,000,000	13,333,333	13,394,917	61,584
Investment Income on HAP Reserves	0	0	0	0
<b>Housing Assistance Payments</b>	160,000,000	13,333,333	13,213,621	119,712
HAP Current Year Excess (Use)	0	0	181,296	181,296

## OPERATING STATEMENTS: 1 MONTH ENDING JANUARY 31, 2022

Affordable Housing Rental Programs	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
<b>Operating Income</b>				
HUD Subsidy - Low Rent Housing	14,530,520	1,210,877	1,233,760	22,883
Tenant Rental Income	16,961,004	1,413,417	1,488,767	75,350
Other Income	250,000	20,833	15,954	(4,879)
<b>Total Operating Income</b>	<b>31,741,524</b>	<b>2,645,127</b>	<b>2,738,481</b>	<b>93,354</b>
<b>Operating Expenses</b>				
Administrative Expenses	9,849,695	820,808	646,047	174,761
Tenant Services	583,080	48,590	35,985	12,605
Utilities	3,867,052	322,254	309,081	13,173
Maintenance	9,650,050	804,171	522,317	281,854
Protective Services	1,975,735	164,645	149,814	14,831
Insurance Expense	2,312,660	192,722	188,392	4,330
Other General Expense	351,252	29,271	25,852	3,419
<b>Total Routine Operating Expenses</b>	<b>28,589,524</b>	<b>2,382,460</b>	<b>1,877,488</b>	<b>504,972</b>
<b>Net Income from Operations</b>	<b>3,152,000</b>	<b>262,667</b>	<b>860,993</b>	<b>598,326</b>
Non-Routine Maintenance	4,000,000	333,333	163,914	169,419
Debt Service	1,416,350	118,029	115,235	2,794
Debt Service- ESCO	709,688	59,141	57,452	1,689
Cash Flow from Operations	(2,974,038)	(247,837)	524,392	772,229
Funds from Capital Funds	4,000,000	333,333	163,914	(169,419)
<b>Cash Flow (Deficit) from Operations</b>	<b>1,025,962</b>	<b>85,497</b>	<b>688,306</b>	<b>602,809</b>

## OPERATING STATEMENTS: 1 MONTH ENDING JANUARY 31, 2022

SECTION 8 – NEW CONSTRUCTION	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
<b>Operating Income</b>				
HUD Subsidy – Section 8 New Construction	1,268,551	105,713	118,102	12,389
Tenant Rental Income	482,712	40,226	31,727	(8,499)
Other Income	100	8	0	(8)
<b>Total Operating Income</b>	<b>1,751,363</b>	<b>145,947</b>	<b>149,829</b>	<b>3,882</b>
<b>Operating Expenses</b>				
Administrative Expenses	590,193	49,183	41,220	7,963
Tenant Services	15,215	1,268	1,142	126
Utilities	186,192	15,516	11,501	4,015
Maintenance	434,073	36,173	16,512	19,661
Protective Services	73,797	6,150	6,043	107
Insurance Expense	55,604	4,634	4,392	242
Other General Expense	25,000	2,083	76	2,007
<b>Total Routine Operating Expenses</b>	<b>1,380,074</b>	<b>115,006</b>	<b>80,886</b>	<b>34,120</b>
<b>Net Income from Operations</b>	<b>371,289</b>	<b>30,941</b>	<b>68,943</b>	<b>38,002</b>
Non-Routine Maintenance	125,000	10,417	0	10,417
Debt Service	0	0	0	0
		0	0	0
<b>Cash Flow (Deficit) from Operations</b>	<b>246,289</b>	<b>20,524</b>	<b>68,943</b>	<b>48,419</b>

## OPERATING STATEMENTS: 1 MONTH ENDING JANUARY 31, 2022

RAD PROPERTIES	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
<b>Operating Income</b>				
HUD Subsidy - Low Rent Housing	845,000	70,417	62,318	(8,099)
Tenant Rental Income	262,000	21,833	19,249	(2,584)
Other Income	4,065	339	354	15
<b>Total Operating Income</b>	<b>1,111,065</b>	<b>92,589</b>	<b>81,921</b>	<b>(10,668)</b>
<b>Operating Expenses</b>				
Administrative Expenses	253,311	21,109	20,487	622
Tenant Services	65,688	5,474	4,517	957
Utilities	109,938	9,162	8,219	943
Maintenance	447,270	37,273	8,394	28,879
Protective Services	35,217	2,935	2,874	61
Insurance Expense	116,211	9,684	9,539	145
Other General Expense	25,000	2,083	1,876	207
<b>Total Routine Operating Expenses</b>	<b>1,052,635</b>	<b>87,720</b>	<b>55,906</b>	<b>31,814</b>
<b>Net Income from Operations</b>	<b>58,430</b>	<b>4,869</b>	<b>26,015</b>	<b>21,146</b>
<b>Non-Routine Maintenance</b>	<b>275,000</b>	<b>22,917</b>	<b>0</b>	<b>22,917</b>
<b>Debt Service</b>	<b>12,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>
<b>Funds from Replacement Reserve</b>	<b>275,000</b>	<b>22,917</b>	<b>0</b>	<b>(22,917)</b>
	0	0	0	0
<b>Cash Flow (Deficit) from Operations</b>	<b>46,430</b>	<b>3,869</b>	<b>25,015</b>	<b>21,146</b>

# April

# 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<p>1</p> <p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heatherbrook/ Sweetwater</p> <p>10:00am Jobs Plus Orientation @ Oxford</p> <p>2:00pm Capital IDEA-Houston Social Equity Orientation (Virt)</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cuneys Homes</p>	<p>2</p> <p>10:00 am Cuneys Homes Senior Field Trip to Center Well</p> <p>Primary Care Block Party - (3<sup>rd</sup> Ward Community</p>
3	<p>4</p> <p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heatherbrook/ Sweetwater</p> <p>10:00am JP Orientation @ Oxford</p> <p>10:00am YMCA Senior Lunch Program @ Bellerive, Lyerly</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cuneys Homes</p> <p>3:30 pm Singing &amp; Voice Lessons for K-12 @ Cuneys</p>	<p>5</p> <p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heatherbrook/ Sweetwater</p> <p>1:00pm JP/WFS Workshop Youth Employment@ Oxford</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford Place</p> <p>3:00pm YMCA Afterschool Program @ Cuneys Homes</p>	<p>6</p> <p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>8:00am Houston Food Bank (Senior Box Distribution) @ Lyerly Senior Hi-Rise</p> <p>9:00 am Rainbow Senior Circle @Heatherbrook/ Sweetwater</p> <p>10:00 am Bingo Bash Telephone</p> <p>10:00am Jobs Plus Orientation @ Oxford</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cuneys Homes</p> <p>3:30 pm Singing &amp; Voice Lessons for K-12 @ Cuneys</p>	<p>7</p> <p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>8:00 am Houston Food Bank (Senior Box Distribution) @ Bellerive Senior Hi-Rise</p> <p>9:00 am Rainbow Senior Circle @Heatherbrook/ Sweetwater</p> <p>10:00 am The Alliance-Financial Coaching/Level Up @ Oxford</p> <p>2pm Tenant Relations Listening Session @ Cuneys Homes</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cuneys Homes</p>	<p>8</p> <p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heatherbrook/ Sweetwater</p> <p>10:00 am JP Orientation @ Oxford</p> <p>3:00 pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cuneys Homes</p> <p>4pm Tenant Relations – Know Your Neighbor’ @ Ewing</p>	9

10	11	12	13	14	15	16
8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00am JP Orientation @ Oxford 10:00am YWCA Senior Lunch Program @ Bellerive, Lyerly 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00pm YMCA Afterschool Program @ Cuneys Homes 3:30pm Singing & Voice Lessons @ Cuneys Homes	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 12pm – Tenant Relations-Lunch & Learn 'Money Management' @ Cuneys Homes 1:00p.m.- JP/WFS Job Readiness @ Oxford Place 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00pm YMCA Afterschool Program @ Cuneys Homes 3:00 pm Easter Grab & Go Celebration @ Irvinton	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00am JP Orientation @ Oxford 10:00 am Bingo- Telephone Rd. 11:00 am Senior Meeting & Easter Celebration @ Cuneys 2:00pm Tenant Relations' Rent Relief @ Lincoln 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00pm YMCA Afterschool Program @ Cuneys Homes 3:00 pm Easter Egg Hunt/Celebration @ Cuneys 3:30pm Singing & Voice Lessons @ Cuneys 4:00pm Tenant Relations' Rent Relief @ Independence	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00am JP Orientation @ Oxford 10:00 am Bingo- Telephone Rd. 10:00am JP Orientation @ Oxford 2:00p.m. Tenant Relations' Rent Relief @ Oxford 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00 pm YMCA Afterschool Program Orientation & Summer Enrollment Fair @ Cuneys Homes @ Ewing 4:00p.m.- Tenant Relations' Rental Relief @ Fulton 5:00 pm Resident Council Monthly Meeting @ Oxford 6:00 pm Resident Council Monthly Meeting @ HOAPV	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00 am The Alliance- Financial Coaching/Level Up @ Oxford 11:00 Easter Egg Hunt @ Cuneys 1:00 pm Bellerive "Dress to Impress" Easter Parade 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00pm YMCA Afterschool Program @ Cuneys Homes 4:00 pm Arts & Crafts/Easter Celebration @ HOAPV	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00am JP Orientation @ Oxford 2:00 pm Lunch in the Park & Outdoor Game Day @ Oxford 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00pm YMCA Afterschool Program @ Cuneys Homes	9:00 TSU/Verizon STEM Camp (HOAPV/Virtual) 3:00 pm Easter Egg Hunt & Easter Pictures @ Oxford
17	18	19	20	21	22	23
8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00am JP Orientation @ Oxford 10:00am YWCA Senior Lunch Program @ Bellerive, Lyerly 11:00 am Career Fair @ Fulton Village 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00p.m.- YMCA Afterschool Program @ Cuneys Homes	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 1:00p.m.-JP/WFS Resume Writing & Interview Skill Workshop @ Oxford 2:00p.m.- Tenant Relations' Rent Relief @ Irvinton 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00p.m.- YMCA Afterschool Program @ Cuneys Homes	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00 am Bingo- Telephone Rd. 10:00am JP Orientation @ Oxford 2:00p.m. Tenant Relations' Rent Relief @ Oxford 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00 pm YMCA Afterschool Program Orientation & Summer Enrollment Fair @ Cuneys Homes @ Ewing 4:00p.m.- Tenant Relations' Rental Relief @ Fulton 5:00 pm Resident Council Monthly Meeting @ Oxford 6:00 pm Resident Council Monthly Meeting @ HOAPV	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00 am Bingo- Telephone Rd. 10:00am JP Orientation @ Oxford 2:00p.m. Tenant Relations' Rent Relief @ Oxford 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00 pm YMCA Afterschool Program Orientation & Summer Enrollment Fair @ Cuneys Homes @ Ewing 4:00p.m.- Tenant Relations' Rental Relief @ Fulton 5:00 pm Resident Council Monthly Meeting @ Oxford 6:00 pm Resident Council Monthly Meeting @ HOAPV	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00 am The Alliance- Financial Coaching/Level Up @ Oxford 10:00am JP Orientation @ Oxford 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00p.m.- YMCA Afterschool Program @ Cuneys Homes 3:30 pm Earth Day Celebration @ Oxford	8:00 am JP WFS Opportunity Center @ Oxford 9:00 am Rainbow Senior Circle @ Heather brook/ Sweetwater 10:00am JP Orientation @ Oxford 2:00 pm Lunch in the Park & Outdoor Game Day @ Oxford 3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford 3:00pm YMCA Afterschool Program @ Cuneys Homes	2:00 pm Spring Fling Senior's Bingo Bash @ Oxford Place 2:00 Jobs Plus Easter X Community Support for Work Event hosted by Resident Council, HHA & WFS

24	25	26	27	28	29	30
	<p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>8:00am Houston Food Bank (Senior Box) Distribution @ HOAPV</p> <p>9:00 am Rainbow Senior Circle @Heather brook/ Sweetwater</p> <p>10:00am JP Orientation @ Oxford</p> <p>10:00am YMCA Senior Lunch Program @ Bellerive, Lyerly</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cunev Homes</p>	<p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heather brook/ Sweetwater</p> <p>1:00pm Tenant Education Meeting @ Lyerly</p> <p>1:00pm JP/WFS Career Exploration @ Oxford</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford (Snacks/Meals)</p> <p>3:00pm YMCA Afterschool Program @ Cunev Homes</p> <p>2:00 Jobs Plus Expo Community Support for Work Event hosted in collaboration w/RC, WFS</p>	<p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>8:00 am Jobs Plus Workforce Solutions @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heather brook/ Sweetwater</p> <p>9:00 am Senior Field Trip- Telephone Rd./Precinct 2</p> <p>10:00am JP Orientation @ Oxford</p> <p>11:00 am Career Fair @ Irvinton</p> <p>2:00pm Tenant Relations' Rent Relief @ Heatherbrook</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00 pm YMCA Afterschool Program @ Cunev Homes</p> <p>4:00 pm Tenant Relations' Know Your Lease @ HOAPV</p> <p>5:30 pm Resident Council Monthly Meeting @ Cunev</p>	<p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heather brook/ Sweetwater</p> <p>10:00 am The Alliance-Financial Coaching/Level Up @ Oxford</p> <p>1:00 pm Tenant Education Meeting @ Bellerive</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cunev Homes</p>	<p>8:00 am JP WFS Opportunity Center @ Oxford</p> <p>9:00 am Rainbow Senior Circle @Heather brook/ Sweetwater</p> <p>10:00am JP Orientation @ Oxford</p> <p>2:00 pm Senior Bingo Bash @ Cunev</p> <p>3:00pm Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford</p> <p>3:00pm YMCA Afterschool Program @ Cunev Homes</p>	