



HOUSTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
April 19, 2022
3:00 P.M.

Houston Housing Authority Central Office
2640 Fountain View
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, April 19, 2022

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Resolution No. 3418

Consideration and/or action take action to authorize the President & CEO or designee to submit the Fiscal Year 2022 Moving to Work (MTW) Supplement to the Annual PHA Plan to the US Department of Housing and Urban Development.

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Resolution No. 3419

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with The Cesar Chavez Foundation for the acquisition of Bellfort Pines, an apartment community located at or about 8300 Canyon St., Houston, Texas, 77051.

41

Resolution No. 3420

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with The Morgan Group for the acquisition of Sunrise by the Park, an apartment community located at or about 155 Birdsall St, Houston, TX 77007.

45

Resolution No. 3421

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Lovett Commercial for the acquisition of The Lawndale, an apartment community located at or about 8225 Lawndale, Houston, Texas 77012

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Resolution No. 3422

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Smart Living Almeda Genoa, Ltd., for the acquisition of Almeda Genoa, an apartment community located at or about 10100 Almeda Genoa Rd, Houston, TX, 77025

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Resolution No. 3423

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with AMCAL Equities, LLC for the development of Barker Oaks Apartments, an apartment community that will be located at or about 2250 Barker Oaks Dr, Houston, TX 77077.

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Resolution No. 3424

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within, Commons at Hollyhock located at 5751 Greenhouse Road, Katy, Texas 77449, and the execution of all required documents therefor.

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Resolution No. 3425

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with The Morgan Group for the development of 14521 Old Katy Rd, an apartment community that will be located at or about 14521 Old Katy Rd, Houston, TX 77079.

67

Resolution No. 3426

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with The Paces Foundation and Soho Housing Partners for the development of North Street Apartments, an apartment community that will be located at or about 4463 North Drive, Channelview, TX, 77530.

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Resolution No. 3427

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Paces Foundation and Soho Housing Partners for the development of Intercontinental Apartments, an apartment community that will be located at or about North Sam Houston Pkwy E & Intercontinental Place, Houston, Texas 77032.

75

Resolution No. 3428

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 Brittmoore, an apartment community that will be located at or about 1717 Brittmoore Rd, Houston, Texas 77043.

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Resolution No. 3429

Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners Investments, LLC for the development of Smart Living/The Antoine at Spring Branch, an apartment community that will be located at or about 2102 Antoine Dr, Houston, TX 77055.

83

Resolution No. 3430

Consideration and/or action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at 7110 New Forest Parkway, Houston, Texas 77049, the construction and development of the 378-unit Allora New Forest thereupon, and the execution of all required documents therefor.

87

Resolution No. 3431

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within, The Dacoma located at 3900 Dacoma Street, Houston, Texas 77092, and the execution of all required documents therefor.

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Resolution No. 3432

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within, Oasis at Piney Point located at 9100 Westheimer Road, Houston, Texas 77063, and the execution of all required documents therefor.

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Resolution No. 3433

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within 3800 Main Apartments located at 3800 Main Street, Houston, Texas 77002, and the execution of all required documents therefor.

105

Resolution No. 3434

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within Olympus Katy Ranch located at 24929 Katy Ranch Road, Katy, Texas 77494, and the execution of all required documents therefor.

111

Resolution No. 3435

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within Westchase Forest located at 11355 Richmond Avenue, Houston, Texas 77082, and the execution of all required documents therefor.

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Resolution No. 3436

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of and the placement of "affordable" units within Gramercy Park Apartments located at 3225 Woodland Park Drive, Houston, Texas 77082, and the execution of all required documents therefor.

123

Resolution No. 3437

Consideration and/or take action to authorize the President & CEO or designee to facilitate the disposition of certain public housing units located at Historic Oaks of Allen Parkway Village and Allen Parkway Village and the preparation and submission of a Section 18 disposition application to the US Department of Housing and Urban Development ("HUD"), and the execution of all required documents therefor.

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Resolution No. 3438

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units within, the High Point Uptown Apartments located at 5455 Richmond Avenue, Houston, Texas 77056, and the execution of all required documents therefor.

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Resolution No. 3439

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units within, the High Point Uptown Apartments located at 807 S. Post Oak Lane, Houston, Texas 77056, and the execution of all required documents therefor.

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Resolution No. 3440

Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units within, the Haven at Main Apartments located at 8700 South Main, Houston, Texas 77025, and the execution of all required documents therefor.

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BOARD REPORT

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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, DATE, 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 March 29, 2022 Houston Housing Authority Board Meeting Minutes
- V. Approval of the April 4, 2022 Houston Housing Authority Special Board Meeting Minutes
- VI. President’s Report
- VII. 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)
- VIII. Public Hearing for Acquisition, Lease, and Operation of THE 3800 MAIN APARTMENTS (Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- IX. Public Hearing for Acquisition, Lease, and Operation of THE WESTCHASE FOREST APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- X. Public Hearing for Acquisition, Lease, and Operation of THE GRAMERCY PARK APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XI. Public Hearing for Acquisition, Lease, and Operation of THE DACOMA APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)

- XII. Public Hearing for Acquisition, Lease, and Operation of THE OLYMPUS AT KATY RANCH APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XIII. Public Hearing for Acquisition, Lease, and Operation of THE COMMONS AT HOLLYHOCK APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XIV. Public Hearing for Acquisition, Lease, and Operation of THE OASIS AT PINEY POINT APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XV. Public Hearing for Acquisition, Lease, and Operation of THE AVENUE R APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XVI. Public Hearing for Acquisition, Lease, and Operation of THE HIGH POINT UPTOWN APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XVII. Public Hearing for Acquisition, Lease, and Operation of THE HAVEN AT MAIN APARTMENTS (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XVIII. New Business

Resolution No. 3414: Consideration and/or take action to authorize the President & CEO or designee to Write off vacant tenant accounts for January 1, 2022, to March 31, 2022

Resolution No. 3415: Consideration and/or take action to authorize the President & CEO or designee to enter into a contract for Mobile phones, laptop data, and MiFi with Cello Partnership d/b/a Verizon Wireless.

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- XIX. 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. 3419: Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with The Cesar Chavez Foundation for the acquisition of Bellfort Pines, an apartment community located at or about 8300 Canyon St., Houston, Texas, 77051.

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Resolution No. 3422: Consideration and/or take action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Smart Living Almeda Genoa, Ltd., for the acquisition of Almeda Genoa, an apartment community located at or about 10100 Almeda Genoa Rd, Houston, TX, 77025.

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Resolution No. 3430: Consideration and/or action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at 7110 New Forest Parkway, Houston, Texas

77049, the construction and development of the 378-unit Allora New Forest thereupon, and the execution of all required documents therefor.

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Resolution No. 3440: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units within, the Haven at Main Apartments located at 8700 South Main, Houston, Texas 77025, and the execution of all required documents therefor.

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

XXI. Adjournment



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

MINUTES OF THE HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

Tuesday, March 29, 2022

A Meeting of the Board of Commissioners ("Board") of the Houston Housing Authority ("HHA") was held on Tuesday, March 29, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

Chair Snowden called the meeting to order at 3:03 p.m. Secretary Northern 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
Kristy Kirkendoll, Vice Chair
Kris Thomas, Commissioner
Andrea Hilliard Cooksey, Commissioner (Arrived at 3:15 pm)
Stephanie A.G. Ballard, Commissioner
Dr. Max A. Miller, Jr., Commissioner (Arrived at 3:25 pm)
David A. Northern, Sr., Secretary

Absent: Guillermo "Will" Hernandez, Commissioner

APPROVAL OF MINUTES

Chair Snowden stated the Board has had an opportunity to review the February 15, 2022, Board of Commissioners meeting minutes. He asked for a motion to adopt the February 15, 2022 meeting minutes.

Commissioner Thomas moved to adopt the February 15, 2022, Board of Commissioners meeting minutes. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to the February 15, 2022 Board of Commissioners meeting minutes. Having none, the minutes passed unanimously and are adopted.

PRESIDENT'S REPORT

David A. Northern, Sr., HHA President & CEO stated, our team did an amazing job and won an Agency Award of Excellence from NAHRO "2020 Seeing Things in a New Light – Cultural Diversity." Congratulations to Human Resources for this achievement.

HUD visit: It was a great turnout on Monday March 14, Secretary Marcia Fudge, Sen Sheila Jackson Lee, Chair Snowden, our Commissioners and other elected officials were at Cuney Homes.

I have had some good meetings with CM Tiffany S. Thomas, Houston City Council District F, Keith Bynam – Director of the city's Housing & Development Dept. Chair Snowden and I met with Andy Ickman, Chief Development Officer for the CoH – building relationships and discussions.

I am the President of PHADA and I wanted to mention that the 2022 Conference is being held in San Antonio, Thursday May 19-Sunday May 22. New PHADA Advocate is now online. This contains information regarding the housing industry.

One of the projects we've been working on is our Return to Work plan. Our Worksite Plan Committee consists of Ms. Dianne Mitchell, Director of HR, Mr. Roy Spivey, Director of IT and Mr. George Griffin III, VP of Housing Operations. Each will give a brief presentation.

Secretary Northern stated the Return to Work date is May 2, 2022 and that concludes his report.

PUBLIC COMMENTS

No Public Comments were made.

BIRCHWOOD PERRY ROAD PUBLIC HEARING

Chair Snowden stated the Public Hearing for BIRCHWOOD PERRY ROAD is now open for comments. If there is an individual of the public who wishes to comment on BIRCHWOOD PERRY ROAD, please raise your hand for any questions or comments.

Chair Snowden stated hearing none, the Public Hearing will close with no public comments being made regarding The BIRCHWOOD PERRY ROAD Apartments.

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

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.

Mr. Jay Mason, Interim Director of REID stated Resolution No. 3391 reads 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 4,806 hard-wired 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 31, 2022, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3391.

Chair Snowden stated the Board has heard the resolution presented by Mr. Mason and asked for a motion to adopt Resolution No. 3391.

It was determined that there were more questions that needed to be answered so Chair Snowden asked for a motion to TABLE Resolution No. 3391.

Commissioner Thomas moved to TABLE Resolution No. 3391. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to Table Resolution No. 3391. Having none, Resolution No. 3391 is TABLED.

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.

Mr. Mason stated Resolution No. 3392 reads 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. Accordingly, staff recommends the Board adopt Resolution No. 3392.

Chair Snowden stated he need clarity regarding this resolution.

Windy Callen, Regional Sales Director for Mantis Innovation stated, I handle the majority of the Texas market. We service not only this Housing Authority but housing authorities all across the nation. This is one of our superstars and we've been servicing HHA since 2015. We had the reverse auction the last time we did this and collectively, over the last seven years we've been able to save the HHA over \$750,000 as a result of our procurement method.

Chair Snowden thanked Ms. Callen for the information but he has more questions so he asked for a motion to TABLE Resolution No. 3392. Commissioner Cooksey moved to TABLE Resolution No. 3392. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3392. Having none, Resolution No. 3392 is TABLED.

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.

Mr. Mason stated Resolution No. 3393 reads 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. Accordingly, staff recommends the Board adopt Resolution No. 3393.

Chair Snowden stated the Board has heard the resolution presented by Mr. Mason and asked for a motion to TABLE Resolution No. 3393.

Commissioner Miller moved to TABLE Resolution No. 3393. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to TABLE Resolution No. 3393. Having none, Resolution No. 3393 is TABLED.

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.

Mike Rogers, VP of Fiscal & Business Operations stated Resolution No. 3394 reads 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.

Mr. Rogers states, this resolution encompasses a number of our tax credit properties but also, we do have some in public housing. Many of them also are still active live partnerships where there are either third party lenders and/or third-party investors who each have their own specific insurance requirements. Putting this group together as a little bit of a complicated process because not all policies and not all of these properties will have exactly the same coverage. We have to modify the terms of the partnership agreement for the loan documents require a specific coverage to be in place. HAIG is a group that currently has a bid waiver from HUD. we've been working with him for some time on covering these properties. We have a very good experience with them and they have always handled claims very promptly very professional and have no issues with the service that they are providing. One of the properties that we're renewing, Independence Heights, has a separate renewal date. It renews on May 1 and all the others have March 31st deadline. So there is an estimate factor that we've had the throw in for Independence Heights because we do not have a majority of the

quotes yet on that property. We are working with HAIG to align all these policies in the future so they will renew in May. The not to exceed premium that we are recommending this year is approximately 8.33% higher than what we went with in the prior year. While it is an increase, it's not as bad as with everything else that's been going on with Texas insurance market this year. Staff is recommending that this resolution.

Chair Snowden stated he would like to have the resolution presented earlier so we can be prepared. It warrants discussion about insurance rates and rising prices, etc.

Chair Snowden stated the Board has heard the resolution presented by Mr. Rogers and asked for a motion to adopt Resolution No. 3394.

Commissioner Thomas moved to approve Resolution No. 3394. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3394. Having none, Resolution No. 3394 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, March 29, 2022 at 3:44 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

PUBLIC SESSION RECONVENED

Chair Snowden reconvened Public Session at 4:33 p.m.

Secretary Northern called the roll and declared a quorum present.

NEW BUSINESS continued...

Commissioner Kirkendoll moved to approve Resolution No. 3395 through Resolution No. 3411 as a group. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3395 through Resolution No. 3411 as a group. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3395 through Resolution No. 3411 are adopted.

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

Resolution No. 3396: 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

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

Resolution No. 3398: 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

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

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

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

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

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

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

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

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

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

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

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

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

Resolution No. 3411: 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

Chair Snowden stated we will move now to Resolution No. 3412.

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.

Chair Snowden asked for a motion to TABLE Resolution No. 3412.

Commissioner Thomas moved to TABLE Resolution No. 3412. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to TABLE Resolution No. 3412. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3412 is TABLED.

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 4:37 p.m.



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MINUTES OF THE HOUSTON HOUSING AUTHORITY SPECIAL BOARD OF COMMISSIONERS MEETING

Monday, April 4, 2022

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Monday, April 4, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

Chair Snowden called the meeting to order at 12:07 p.m. Secretary Northern called the roll and declared a quorum present. Chair Snowden offered the use of an interpreter to be available to Spanish speakers who may be need assistance for public comments only. Ms. Carmen Alvarez 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
David A. Northern, Sr., Secretary

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

PUBLIC COMMENTS

No Public Comments were made.

OLD 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.

Mr. Jay Mason, Interim Director of REID, stated Resolution No. 3391 reads 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 4,806 hard-wired 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 31, 2022, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3391.

Chair Snowden stated the Board has heard the resolution presented by Mr. Mason and asked for a motion to adopt Resolution No. 3391.

Commissioner Thomas moved to approve Resolution No. 3391. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3391. Having none, Resolution No. 3391 is adopted.

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.

Secretary Northern stated that Resolution No. 3392 will be presented by Jay Mason, Interim Director of REID.

Mr. Mason stated Resolution No. 3392 reads 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 using the Reverse Auction procurement method. This procurement method will be executed by Mantis Innovation, a member of the Texas Council on Competitive Government (CCG) pursuant to the memorandum from Jay Mason, Interim Director of REID, dated March 31, 2022, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3392.

Chair Snowden stated the Board has heard the resolution presented by Mr. Mason and asked for a motion to adopt Resolution No. 3392.

Commissioner Cooksey moved to approve Resolution No. 3392. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3392. Having none, Resolution No. 3391 is adopted.

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.

Mr. Mason stated Resolution No. 3393 reads 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. Accordingly, staff recommends the Board adopt Resolution No. 3393.

Chair Snowden stated the Board has heard the resolution presented by Mr. Mason and asked for a motion to adopt Resolution No. 3393.

Commissioner Ballard moved to approve Resolution No. 3393. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3393. Having none, Resolution No. 3393 is adopted.

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

EXECUTIVE SESSION

Chair Snowden suspended the Public Session on Monday, April 4, 2022 at 12:14 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 12:20 p.m.

Secretary Northern called the roll and declared a quorum present.

NEW BUSINESS

Resolution No. 3413: Consideration and/or action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Ascenda for the development of Dacoma, an apartment community that is located at or about 3900 Dacoma St, Houston, TX 77092.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3413.

Commissioner Thomas moved to approve Resolution No. 3413. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3413. Having none, Resolution No. 3413 is adopted.

ADJOURNMENT

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

Chair Snowden stated the meeting is adjourned at 12:21 p.m.

**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, MARCH 29, 2022
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, March 29, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. The Board received comments during the public comment period; HHA’s responses to each comment are detailed below:

C = Comments Received
R= HHA Response

PUBLIC COMMENTS

The Board received no comments during the Public Comment period

**RESPONSES TO COMMENTS RECEIVED AT THE MONDAY, APRIL 4, 2022
SPECIAL BOARD OF COMMISSIONER MEETING**

A Special Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Monday, April 4, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. The Board received comments during the public comment period; HHA’s responses to each comment are detailed below:

C = Comments Received

R= HHA Response

PUBLIC COMMENTS

The Board received no comments during the Public Comment period.

Resolution No. 3414



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 Write off vacant tenant accounts for January 1, 2022, to March 31, 2022

2. Date of Board Meeting: April 19, 2022**3. Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to write off vacated tenant accounts in the amount of \$94,871.82 and make necessary changes and corrections pursuant to the memorandum from Rhonda Foster, Director of Asset Management, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

George D. Griffin III

Date: 4/13/2022

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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:

4/12/2022

David A. Northern, Sr.

Signature

Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: RHONDA FOSTER, DIRECTOR OF ASSET MANAGEMENT
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO WRITE OFF VACANT TENANT ACCOUNTS FOR JANUARY 1, 2022, TO MARCH 31, 2022
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to write off vacated tenant accounts designated as uncollectible in the amount of \$94,871.82. This amount captures accounts written off for the months of January 1, 2022, through March 31, 2022.

BACKGROUND:

The Houston housing authority (HHA) reduces public housing accounts receivable balances by writing off outstanding debts owed by former tenants after the debt has been deemed uncollectible. Write-offs are typically the result of tenants with balances owed to the HHA as a result of voluntary and involuntary move-outs. HHA writes off vacated tenant accounts considered to be uncollectible. This debt includes rent, additional rent resulting from unreported income, maintenance fees, legal fees, excessive utilities, and other fees.

To ensure accuracy, the HHA followed up with the property management contractors (PMCs) to confirm their efforts to notify former tenants of their outstanding balances. Their confirmation of the balances also requires the PMCs to report tenant debt totaling \$50.00 and above to a third-party collection agency (National Recovery Agency). HHA only write-offs debt for residents who are no longer participating in the program and for whom the HHA has no reasonable expectation of being able to collect the debt.

HHA executes the following process to collect rent and other charges:

1. Rent statements are provided to public housing tenants on a monthly basis listing their rent payment and any other financial obligations (i.e., excessive utilities, maintenance, legal fees, unreported income, and other fees). When payments are received and processed by the office, the property manager confirms the accuracy of the payment and records in the system.
2. Tenants who do not submit their payments by the 5th business day are sent reminder notices.

3. If payments are not received by the 10th day, managements conduct courtesy calls to speak with tenants about their plans to pay their tenant charges. Tenants are reminded about their options to establish a re-payment agreement, pursue rental assistance and/or request an interim change. Households who openly communicate and cooperate regarding their situations are deemed responsive, allowing Management to delay lease enforcement for non-payment of rent.
4. Households who do not honor their financial obligations nor respond to Management are deemed non-responsive resulting in the filing of a formal eviction with the courts. Uncollected debt is accrued when tenants vacate their units without resolving their balances.
5. Upon ending the household's participation and closure of the tenants' account, management proceeds in filing the debt with the National Recovery Agency and to the Public Indian Housing Information Center (PIC) maintained by the Department of Housing & Urban Development. The data is reported every month to ensure timely submission with a desire to ratify the reported uncollected data with quarterly resolutions.

The property names and recommended write-off amounts are as follows:

Property Name	Write Off Amount
APV	\$236.06
Bellerive	\$50.00
Clayton Homes	\$90.81
Cuney Homes	\$20,444.23
Ewing	\$0.00
Forest Green	\$0.00
Fulton Village	\$0.00
Heatherbrook	\$1,749.37
HOAPV	\$5,906.13
HRI	\$0.00
Independence Heights	\$0.00
Irvinton Village	\$42,104.04
Kelly Village	\$13,295.31
Kennedy Place	\$2,245.35
Lincoln Park	\$1,605.00
Long Drive	\$0.00
Lyerly	\$3,341.00
Oxford Place	\$3,804.52
Sweetwater Point	\$0.00
Telephone Road	\$0.00
Victory Place	\$0.00
Grand Total	\$94,871.82

The following is a breakdown of write-off amounts per category:

Uncollected Debt Categories	1 st Quarter Write-off Totals
Rent	\$44,638.14
Retro Rent (Fraud)	\$0.00
Maintenance Charges	\$39,939.88
Legal Charges	\$3,244.00
Utilities	\$4,462.47
Other Fees	\$2,587.33
Grand Total	\$94,871.82

HHA is writing these debts off is consistent with HUD's regulations. Not writing off these debts negatively impacts the agency's scoring on a critical HUD management performance criteria.

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 write off vacated tenant accounts in the amount of \$94,871.82 and make necessary changes and corrections pursuant to the memorandum from Rhonda Foster, Director of Asset Management, dated April 5, 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 enter into a contract for Mobile phones, laptop data, and MiFi with Cello Partnership d/b/a Verizon Wireless

2. Date of Board Meeting: April 19, 2022**3. Proposed Board Resolution:**

Resolution: 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 enter into a four-year contract with Cellco Partnership d/b/a Verizon Wireless for the purchase of cellular services of mobile phones, laptops, data and MiFi devices in an amount not to exceed \$424,508.16 pursuant to the memorandum dated April 6, 2022, from Roy Spivey, Director of Information Technology to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Roy Spivey Date: 4/13/2022

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 David A. Northern Sr. Date: 4/13/2022

DocuSigned by:

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Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, JR. PRESIDENT & CEO
FROM: ROY SPIVEY, DIRECTOR OF INFORMATION AND TECHNOLOGY
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO ENTER INTO A CONTRACT FOR MOBILE PHONES, LAPTOP DATA, AND MIFI WITH CELLO PARTNERSHIP D/B/A VERIZON WIRELESS
DATE: APRIL 6, 2022

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 enter into a four-year contract with Cellco Partnership d/b/a Verizon Wireless for the purchase of cellular services of mobile phones, laptops data and MiFi devices and data in an amount of \$424,508.16.

BACKGROUND

In the past, the Houston Housing Authority has utilized Verizon Wireless for the services of mobile\cellular phones, Laptop cellular data, and MiFi cellular devices with data. These services have been instrumental in providing services, enhancing communication, and staying productive in production and disaster environments.

We currently have the following devices and costs:

Type of Device	Quantity	Monthly cost per device
Mobile Phones	107	\$51.22
Laptop Cellular Data	25	\$38.13
MiFi Cellular Devices and Data	7	\$38.13

Our current plans are unlimited data and voice for the cell phone but have limited data for laptop and MiFi cellular data. It is possible to have data overrun for laptop and MiFi cellular data plans.

Our current monthly cost, including data overrun, is about \$7,000 per month for a total four-year cost of about \$336,000.

Based on the current open positions report, we have estimated that there may be a need for up to 75 additional devices due to new employee positions. While this cost has been estimated in the current proposal, the cost would not be incurred unless devices were needed.

It is determined that of the 75 open positions, we would require an estimated 36 mobile devices. This is based on historical data and the current employee ratio. The estimated cost of the 36 devices is \$1,43,92 per month for a total cost of 88,508.16.

Texas Department of Information Resources (DIR) offers vendor contracts with negotiated pricing. The current DIR contract has expired, and a new DIR contract has been posted. All Verizon pricing remains the same as the previous contract.

During the due diligence, HHA also looks at the DIR contract of AT&T for cellular and mobile communications. The DIR contract cost for AT&T appears to be:

Type of Device	Monthly cost per device
Mobile Phones	\$69.99
Laptop Cellular Data	\$37.99
MiFi Cellular Devices and Data	\$37.99

While AT&T appears to be slightly less for their Cellular Data packages, they are much higher for their Mobile phone packages.

HHA determined that other Cellular networks were not viable for HHA business. Based on testimony by other Housing Authorities, we have determined that T-Mobile would not be a good fit for HHA. Other carriers are either too small or do not have the reliability, network, and stability needed for HHA needs.

“HHA” is a member of the State of Texas Cooperative Purchasing Program and will engage Cellco Partnership d/b/a Verizon via their “DIR” Contract with the State of Texas.

The utilization of Cooperative Purchasing/Interlocal Agreement is a method of procurement identified in HHA’s Procurement Policy which allows “HHA” to expedite the acquisition of goods and services.

Cooperative and interagency agreements are also authorized in the HUD Procurement Handbook.

There are no conflicts of interest, and Cellco Partnership d/b/a Verizon Wireless 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 to take all necessary actions to negotiate, execute and make necessary changes and corrections to enter into a four-year contract with Cellco Partnership d/b/a Verizon Wireless for the purchase of cellular services of mobile phones, laptops, data and MiFi devices in an amount not to exceed \$424,508.16 pursuant to the memorandum dated April 6, 2022, from Roy Spivey, Director of Information Technology to David A. Northern, Sr., President & CEO.

Resolution No. 3416



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 increase the contract amount with Overland, Pacific & Cutler, LLC, Housing Opportunities Unlimited, and CVR Associates, Inc. for relocation services

2. Date of Board Meeting: April 19, 2022**3. Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute, make necessary changes and corrections to add \$700,000 to contracts with the Overland, Pacific & Cutler, LLC (OPC), Housing Opportunities Unlimited (HOU), and CVR Associates, Inc. (CVR) for relocation services for five (5) years, pursuant to the memorandum dated April 6, 2022, from Donna Dixon, Director of Community Affairs & Communications to David A. Nothern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:
Donna Dixon
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4/13/2022

Date: _____

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. Nothern Sr.
Signature 50F0B1D8921AF04AA...

4/13/2022

Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: DONNA DIXON, DIRECTOR OF COMMUNITY AFFAIRS & COMMUNICATIONS
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO INCREASE THE CONTRACT AMOUNT WITH OVERLAND, PACIFIC & CUTLER, LLC, HOUSING OPPORTUNITIES UNLIMITED, AND CVR ASSOCIATES, INC. FOR RELOCATION SERVICES
DATE: APRIL 6, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take all necessary actions to negotiate, execute and make necessary changes and corrections to add an additional \$700,000 to the contracts with to contracts with the Overland, Pacific & Cutler, LLC (OPC), Housing Opportunities Unlimited (HOU), and CVR Associates, Inc. (CVR) for relocation services for five (5) years. Funds for the additional \$700,00 will be taken from:

- Clayton Homes– Property funds
- Kelly Homes – Property funds
- Telephone Road – APV Redevelopment funds
- APV/HOAPV – Property funds

BACKGROUND

At the July 16, 2019, board meeting, Resolution No. 3065 was passed, granting relocation contracts to Overland, Pacific & Cutler, LLC (OPC), Housing Opportunities Unlimited (HOU), and CVR Associates Inc. (CVR) not to exceed \$700,000.

As stated in Resolution No. 3065, HHA has several ongoing and proposed redevelopment projects that require tenants to relocate. It was predicted that 900 residents would have to relocate over five years; however, additional moves have become necessary due to unforeseen circumstances. An additional \$700,000 is being requested to ensure enough funds will be available to complete moves for the projects below.

- **2100 Memorial Drive Mixed-Income Senior Development**
- **Telephone Road Elderly Residential Development**
- **Allen Parkway Village (APV) / Historic Oaks of Allen Parkway Village (HOAPV),**
- **Clayton Homes Multi-Family Development,**
- **Kelly Homes Multi-Family Development,**

ADVERTISEMENT

In May 2019, RFP 19-16 was issued with the intent to solicit competitive proposals from Firms that can provide professional resident relocation services to the developments above. Services may include, but is not limited to:

- Provide relocation assistance to the tenants, and provide them with any and all necessary resources/information needed for them to make well-informed quality housing choices.
- Facilitate and implement the relocation process during any renovation/construction period, and adhere to mutually agreed-upon deadlines and benchmarks.
- Provide tenant relocation case management services, and ensure all relocation services are coordinated with HHA's staff and other designated third parties.
- Comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended in 1987 (URA) and/or Section 104(d) of the Housing and Community Development Act of 1974; HUD RAD Program Relocation requirements; and the Texas Department of Housing and Community Affairs Relocation Handbook.
- Participate in HHA Project Team Meetings.
- Attend and facilitate community/tenant meetings and present the relocation process status.
- Serve as an advocate for tenants when searching for temporary and/or permanent relocation options
- Create tenant comparable housing options by communicating relocation assistance and incentives to residents wanting to move permanently, including the availability of Housing Choice Vouchers
- Develop community resources and services with service providers, onsite property management, maintenance, and resident services staff as directed by HHA.
- Perform other duties as assigned by HHA.

The Procurement Department posted the legal notice for this solicitation in the Houston Chronicle and Forward Time Newspapers. In addition to posting RFP 19-16 Relocation Coordination on HHA's website, HHA's Procurement Department sent an e-mail announcing RFP 19-16 Relocation Coordination to the Houston Minority Supplier Development Council (HMSDC), the National Association of Minority Contractors-Greater Houston Chapter, the Houston Office of U.S. Small Business Administration, and to Etched Communications.

EVALUATION PROCESS

RFP 19-16 Relocation Coordination contained the following evaluation criteria that would be used to score and evaluate each response:

Item	Evaluation Criteria	Maximum Score
1	Company Profile	10
2	Personnel Qualifications	25
3	Project Methodology	40
4	Fee Schedule	50
5	Cost Control	35
6	References	20
7	M/WBE Participation	10
8	Section 3 Participation	10
Total Possible Points		200

An Evaluation Committee consisting of the following HHA employees were tasked to score and evaluate all responses using the aforementioned Evaluation Criteria:

- Donna Dixon, Special Assistant to CEO, Executive Office
- Gilda Jackson, Director of Client Services, PHO
- James R. Williams, Senior Community Development Coordinator, REID
- Jonathan Zimmerman, Senior Policy Advisor, Executive Office
- Meg Gomez, Senior Community Development Coordinator, REID

On June 24, 2019, HHA's Procurement Department received a total of seven (7) responses from the following Firms, they are listed below based on their total average scores as determined independently by the Evaluation Committee:

Rank	Firm/Company	M/WBE	Average Evaluation Rating
1	Overland, Pacific & Cutler, LLC (OPC)	N/A	173
2	Housing Opportunities Unlimited (HOU)	N/A	172.8
3	CVR Associates, Inc. (CVR)	MBE	172.6
4	R.H. Brown & Company, LLC. (R.H Brown)	MBE	162
5	The Glendower Group	N/A	157.2
6	Contract Land Staff, LLC (CLS)	N/A	155.2
7	Kay Davis & Associates, LLC	N/A	90

After reviewing the scores, the Evaluation Committee consensually agreed, that the top three (3) firms who received the highest scores should be awarded the contract.

Consideration was given to the competitive range of the top three (3) scores; the anticipated amount of work required for each project's tenant relocation needs; the associated work tasks, and HHA's need to manage simultaneous relocation projects.

- OPC has agreed to hire Section 3 participants to fill employment opportunities listed in the solicitation and to provide paid job training apprenticeship opportunities to train Section 3 participants.
- HOU has agreed to hire Section 3 participants to fill employment opportunities listed in the solicitation.
- CVR has agreed to hire Section 3 participants to fill employment opportunities listed in the solicitation.

References have been checked and returned positive. There are no conflicts of interest and the Firms are 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, make necessary changes and corrections to add an additional \$700,000 to contracts with the Overland, Pacific & Cutler, LLC (OPC), Housing Opportunities Unlimited (HOU), and CVR Associates, Inc. (CVR) for relocation services for five (5) years, pursuant to the memorandum dated April 6, 2022, from Donna Dixon, Director of Community Affairs & Communications to David A. Nothorn, Sr. President & CEO.

Resolution No. 3417



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 contract with AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments.

2. Date of Board Meeting: April 19, 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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/13/2022

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 Date: 4/13/2022

DocuSigned by:
David A. Northern Sr.

Signature _____

Date: _____



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 EXECUTE A CONTRACT WITH AAA PLUMBERS TO PERFORM PNEUMATIC GAS TESTING AND ASSOCIATED GAS LINE REPAIRS AT KELLY VILLAGE APARTMENTS
DATE: APRIL 5, 2022

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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00.

BACKGROUND:

Pneumatic gas testing is performed to confirm that gas lines are not damaged/broken, which can create a potential fire hazard or threat to the health and safety of our residents. If it is determined that gas lines are broken/damaged through testing, necessary repairs will be completed. This is a needed Capital Improvement for the property, covered by HUD's Capital Funds Program (CFP). The Scope of Work (SOW) and Independent Cost Estimate (ICE) were developed by the REID Department.

The original ICE for this project was \$89,238.24, which included testing and repairs of gas lines for two-hundred and seventy (270) residential units, plus three (3) common areas at \$326.88/ea. These calculations were based on actual costs of previous gas testing and repairs completed at Kelly Village in 2015. However, the ICE calculations did not include the following;

1. Costs associated with painting of gas lines, which is necessary to prevent pipe corrosion, and
2. Cost increases are associated with COVID-related labor and material shortages.

Since the SOW and market conditions have changed after the initial ICE calculations, the REID Department consulted with Jones Engineers (Mechanical, Electrical, and Plumbing (MEP) firm under contract with HHA), who confirmed that the cost of \$130,540.00 or \$478.17/ea within the acceptable range of industry standards for this work.

ADVERTISEMENT:

In October and November of 2021, a legal notice advertising IFB 21-09 Pneumatic Gas Testing at Kelly Village Apartments Project ("IFB 21-09") was posted in the Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting “IFB 21-09” 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 21-09” 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 21-09” and were allowed to attend multiple site visits and ask follow-up questions.

EVALUATION PROCESS:

On February 25, 2022, HHA’s Procurement Department opened the following sealed bid in response to “IFB 21-09”:

Rank	Firm/Company	M/WBE	Bid Price
1	AAA Plumbers	N/A	\$130,540.00

AAA Plumbers will make a cash contribution of (3% of total contract value) to the Section 3 Self-Sufficiency Compliance Fund to support economic self-sufficiency opportunities and/or job training opportunities. The cash contribution will be made to HHA on a quarterly basis.

References have been checked and returned positive.

There are no conflicts of interest, and AAA Plumbers 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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated April 5, 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 submit the Fiscal Year 2022 Moving to Work (MTW) Supplement to the Annual PHA Plan to the US Department of Housing and Urban Development.

2. Date of Board Meeting: April 19, 2022

3. Proposed Board Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to submit to HUD the Fiscal Year 2022 Moving to Work (MTW) Supplement to the Annual PHA Plan ("The MTW Supplement"), with all attached certifications, HUD forms, all necessary attachments and other documentation required for the receipt of capital funds and other program funds, and to make any technical corrections, and to make the following certifications:

1. The PHA made the proposed MTW Supplement and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held, and conducted a hearing to discuss the MTW Supplement, and invited public comment.
2. The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.
3. The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
4. The MTW PHA will carry out the MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d- 2000d-4), the Fair Housing Act (42 USC 3601-19), section 504 of the Rehabilitation Act of 1973 (29 USC 794), and title II of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.) all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.
5. The MTW Supplement is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
6. The MTW Supplement contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice for the MTW

PHA's jurisdiction and a description of the manner in which the MTW Supplement is consistent with the applicable Consolidated Plan.

7. The MTW PHA will affirmatively further fair housing, which means that it will: (i) take meaningful actions to further the goals identified by the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150- 5.180 and 903.15; (ii) take no action that is materially inconsistent with its obligation to affirmatively further fair housing; and (iii) address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3) and 903.15(d). Note: Until the PHA is required to submit an AFH, and that AFH has been accepted by HUD, the PHA must follow the certification requirements of 24 CFR 903.7(o) in effect prior to August 17, 2015. Under these requirements, the PHA will be considered in compliance with the certification requirements of 24 CFR 903.7(o)(1)-(3) and 903.15(d) if it: (i) examines its programs or proposed programs; (ii) identifies any impediments to fair housing choice within those programs; (iii) addresses those impediments in a reasonable fashion in view of the resources available; (iv) works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that requires the PHA's involvement; and (v) maintains records reflecting these analyses and actions.
8. The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 CFR Part 146.
9. In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
10. The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The MTW PHA will comply with requirements with regard to a drug-free workplace required by 24 CFR Part 24, Subpart F.
13. The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment.
14. The MTW PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implement regulations at 49 CFR Part 24 as applicable. The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The MTW PHA will provide HUD or the responsible entity with any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
16. With respect to public housing and applicable local, non-traditional development, the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section

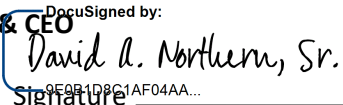
- 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The MTW PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
 18. The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
 19. The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200.
 20. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.
 21. The MTW PHA will undertake only activities, and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD-approved Agency-Specific or Safe Harbor Waivers.
 22. All attachments to the MTW Supplement have been and will continue to be available at all times and at all locations where the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its MTW Supplement and will continue to be made available at least at the primary business office of the MTW PHA.

4. **Department Head Approval** Signature _____ Date: _____

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:

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 Signature _____ Date: _____



Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: MARK THIELE, SENIOR VICE PRESIDENT
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO AUTHORIZE THE PRESIDENT & CEO TO SUBMIT THE FISCAL YEAR 2022 MOVING TO WORK (MTW) SUPPLEMENT TO THE ANNUAL PHA PLAN TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.
DATE: APRIL 8, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to submit the Fiscal Year 2022 Moving to Work (MTW) Supplement to the Annual PHA Plan to the US Department of Housing and Urban Development.

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 submit to HUD the Fiscal Year 2022 Moving to Work (MTW) Supplement to the Annual PHA Plan ("The MTW Supplement"), with all attached certifications, HUD forms, all necessary attachments and other documentation required for the receipt of capital funds and other program funds, and to make any technical corrections, and to make the following certifications:

1. The PHA made the proposed MTW Supplement and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held, and conducted a hearing to discuss the MTW Supplement and invited public comment.
2. The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.
3. The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
4. The MTW PHA will carry out the MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d- 2000d-4), the Fair Housing Act (42 USC 3601-19), section 504 of the Rehabilitation Act of 1973 (29 USC 794), and title II of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.) all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.
5. The MTW Supplement is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.

6. The MTW Supplement contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice for the MTW PHA's jurisdiction and a description of the manner in which the MTW Supplement is consistent with the applicable Consolidated Plan.
7. The MTW PHA will affirmatively further fair housing, which means that it will: (i) take meaningful actions to further the goals identified by the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150- 5.180 and 903.15; (ii) take no action that is materially inconsistent with its obligation to affirmatively further fair housing; and (iii) address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3) and 903.15(d). Note: Until the PHA is required to submit an AFH and that AFH has been accepted by HUD, the PHA must follow the certification requirements of 24 CFR 903.7(o) in effect prior to August 17, 2015. Under these requirements, the PHA will be considered in compliance with the certification requirements of 24 CFR 903.7(o)(1)-(3) and 903.15(d) if it: (i) examines its programs or proposed programs; (ii) identifies any impediments to fair housing choice within those programs; (iii) addresses those impediments in a reasonable fashion in view of the resources available; (iv) works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that requires the PHA's involvement; and (v) maintains records reflecting these analyses and actions.
8. The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 CFR Part 146.
9. In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
10. The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The MTW PHA will comply with requirements with regard to a drug-free workplace required by 24 CFR Part 24, Subpart F.
13. The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment.
14. The MTW PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable. The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
16. With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

17. The MTW PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
18. The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200.
20. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.
21. The MTW PHA will undertake only activities, and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD-approved Agency-Specific or Safe Harbor Waivers.
22. All attachments to the MTW Supplement have been and will continue to be available at all times and at all locations where the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its MTW Supplement and will continue to be made available at least at the primary business office of the MTW PHA.



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 The Cesar Chavez Foundation for the acquisition of Bellfort Pines, an apartment community located at or about 8300 Canyon St., Houston, Texas, 77051

2. Date of Board Meeting: April 19, 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 The Cesar Chavez Foundation for the acquisition of Bellfort Pines, an apartment community located at or about 8300 Canyon St., Houston, Texas, 77051, 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

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 David A. Northern Sr. Date: 4/12/2022

DocuSigned by:

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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 THE CESAR CHAVEZ FOUNDATION FOR THE ACQUISITION OF BELLFORT PINES, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 8300 CANYON ST., HOUSTON, TEXAS, 77051
DATE: APRIL 5, 2022

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 The Cesar Chavez Foundation for the acquisition of Bellfort Pines, an apartment community located at or about 8300 Canyon St., Houston, Texas, 77051

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 in 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:

The Cesar Chavez Foundation (CCF) inspires and transforms communities by providing critical social enterprise services that address the needs of working families. CCF's Housing and Economic Development Fund builds, owns, and operates high-quality, service-enhanced affordable housing for working families, seniors, and those with special needs. Since 1987, CCF has built or renovated more than 300 single-family homes, over 5,000 multi-family units, and several commercial properties. CCF adapts to changing markets

Resolution No. 3419

and uses various approaches to affordable housing finance, including HUD Section 202, 4% and 9% Low Income Housing Tax Credits, Tax-Exempt Bonds, HOME Funds, AHP, HUD DPG Grants, NSP, various city loans, and grants, and conventional financing sources.

The Cesar Chavez Foundation and its Economic Development and Housing Fund states that the asset is owned by others; it is anticipated that the CCF will enter into a contract with the current owner with whom CCF is currently in good faith negotiations. The proposed investment, Bellfort Pines, is a 248-unit garden-style community located at 8300 Canyon Street, Houston, Texas 77051, immediately east of SH 288 and north of Bellfort Road. Located in Houston's historic Sunnyside community, designated a "Complete Community" by Houston's Mayor Sylvester Turner, Bellfort Pines is proximate to the Texas Medical Center and Houston's Central Business District. Constructed in 2002, Bellfort Pines offers a mix of one, two, and three-bedroom units. Although the property's appearance is generally good, about 124 units have been "upgraded" in recent years, and there appears to be significant deferred maintenance and a need for reinvestment.

Initially financed using equity provided using Low-Income Housing Tax Credits (LIHTC), the property's initial compliance period, 15-years, has expired. The property is now in its extended use period, with the final year of LIHTC restrictions being 2032. (The LIHTC LURA restricts 100% of the units at 60% AMI. The TDHCA LURA requires a minimum of 247 units to be set aside for Very Low-Income tenants and a minimum of 1 unit to be set aside for Extremely Low-Income tenants).

The enclosed financial analysis includes a significant reserve for capital improvements, \$4,960,000 or about \$20,000 per unit. However, this number, believed to be conservative, is based solely on an initial, cursory inspection of the property.

AFFORDABLE UNITS:

Bellfort Pines will set aside 100% of all 248 units as affordable housing for families and individuals earning 60% of the Area Median Income.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	48	0	0	48
2 Bedrooms	152	0	0	152
3 Bedrooms	48	0	0	48
Totals	248	0	0	248
Percentages	100.00%	0.00%	0.00%	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	Cesar Chavez Foundation - Bellfort Pines (Insert Points Below)
Location	10	8
Depth of Affordability	10	10
Schools	10	1.66
\$ Front End	10	4
\$ Operations	10	10
Reasonable Developer \$	10	10
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	3
Preservation	5	5
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	0
Mix with Market Units	2.5	0
Bonus Points	5	3.5
	100	75.16

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 The Cesar Chavez Foundation for the acquisition of Bellfort Pines, an apartment community located at or about 8300 Canyon St., Houston, Texas, 77051, 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 April 5, 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 The Morgan Group for the acquisition of Sunrise by the Park, an apartment community located at or about 155 Birdsall St, Houston, TX 77007

2. Date of Board Meeting: April 19, 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 The Morgan Group for the acquisition of Sunrise by the Park, an apartment community located at or about 155 Birdsall St, Houston, TX 77007, 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

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 4/12/2022

DocuSigned by:

David A. Northern Sr.

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 THE MORGAN GROUP FOR THE ACQUISITION OF SUNRISE BY THE PARK, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 155 BIRDSALL ST, HOUSTON
DATE: APRIL 5, 2022

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 The Morgan Group for the acquisition of Sunrise by the Park, an apartment community located at or about 155 Birdsall St, Houston, TX 77007

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). In Houston, 155,582 families are currently living in poverty. Over 200,000 families in Houston pay 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 in 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:

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

Sunrise by the Park is a 180-unit multifamily community located at 155 Birdsall Street, Houston, TX 77007, which is in the Memorial Park submarket and is within walking distance to Memorial Park as well as shopping and dining options in the adjacent Washington Avenue corridor. Constructed in 2015, the property is currently 96.1 % occupied.

AFFORDABLE UNITS:

10.0% (18 units) would be @ 60% AMI, 41.11% (74units) would be @ 80% AMI, and 48.89% (88 units) will be at Market rates. The property will have 127 one-bedroom and 53 two-bedroom units. The schools are rated as A, B, and B.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	13	52	62	127
2 Bedrooms	5	22	26	53
Totals	18	74	88	180
Percentages	10.00%	41.11%	48.89%	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 - Sunrise by the Park (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	7.99
\$ 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	61.49

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 The Morgan Group for the acquisition of Sunrise by the Park, an apartment community located at or about 155 Birdsall St, Houston, TX 77007, 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 April 5, 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 Lovett Commercial for the acquisition of The Lawndale, an apartment community located at or about 8225 Lawndale, Houston, Texas 77012

2. Date of Board Meeting: April 19, 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 Lovett Commercial for the acquisition of The Lawndale, an apartment community located at or about 8225 Lawndale, Houston, Texas 77012, 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

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 David A. Northern Sr. 4/12/2022

DocuSigned by:

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 LOVETT COMMERCIAL FOR THE ACQUISITION OF THE LAWNDALE, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 8225 LAWNDALE, HOUSTON, TEXAS 77012
DATE: APRIL 5, 2022

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 Lovett Commercial for the acquisition of The Lawndale, an apartment community located at or about 8225 Lawndale, Houston, Texas 77012

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 in 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:

Founded in 1980 as a home building company, Houston-based the Lovett Group is a residential and commercial real estate developer with projects in Houston, Dallas, and Austin. In 1994, the Group created its commercial real estate arm, Lovett Commercial. Their residential affiliate, Lovett Homes, has constructed thousands of homes in and around Houston and throughout the State of Texas.

AFFORDABLE UNITS:

The Lawndale will have 20.75% (22 units), which would be at 60% AMI, 30.19% (32 units) would be @ 80% AMI, and 49.06% (52 units) will be at Market rates. The property will have 58 one-bedroom, 36 two-bedroom, and 12 three-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	12	17	29	58
2 Bedrooms	7	12	17	36
3 Bedrooms	3	3	6	12
Totals	22	32	52	106
Percentages	20.75%	30.19%	49.06%	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	Lovett Commercial - The Lawndale (Insert Points Below)
Location	10	8
Depth of Affordability	10	8
Schools	10	2.66
\$ Front End	10	6
\$ 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	63.16

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 Lovett Commercial for the acquisition of The Lawndale, an apartment community located at or about 8225 Lawndale, Houston, Texas 77012, 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 April 5, 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 Smart Living Almeda Genoa, Ltd., for the acquisition of Almeda Genoa, an apartment community located at or about 10100 Almeda Genoa Rd, Houston, TX, 77025.

2. Date of Board Meeting: April 19, 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 Smart Living Almeda Genoa, Ltd., for the acquisition of Almeda Genoa, an apartment community located at or about 10100 Almeda Genoa Rd, 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

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 David A. Northern Sr. 4/12/2022

Signature

Date: _____

DocuSigned by: 8E0B1D8C1AF04AA...



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 SMART LIVING ALMEDA GENOA, LTD., FOR THE ACQUISITION OF ALMEDA GENOA, AN APARTMENT COMMUNITY LOCATED AT OR ABOUT 10100 ALMEDA GENOA RD, HOUSTON, TX, 77025.
DATE: APRIL 5, 2022

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 Smart Living Almeda Genoa, Ltd., for the acquisition of Almeda Genoa, an apartment community located at or about 10100 Almeda Genoa Rd, 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 in 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:

The proposed Thrive Almeda Genoa is a class A, 300-unit garden-style community located at 10100 Almeda Genoa Road at Rowell Road, west of H 45 South (the Gulf Freeway) in south Houston. It is a three-story garden-style multi-family building with surface parking. The proposed community is currently under construction, with completion anticipated in the 2nd Quarter 2022.

AFFORDABLE UNITS:

Almeda Genoa will have 20.67% (62 units), which would be at 60% AMI, 30.67% (92 units) would be @ 80% AMI, and 48.67% (146 units) will be at Market rates. The property will have 156 one-bedroom and 138 two-bedroom units.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	32	48	76	156
2 Bedrooms	28	42	68	138
3 Bedrooms	2	2	2	6
Totals	62	92	146	300
Percentages	20.67%	30.67%	48.67%	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	Smart Living Almeda Genoa - Thrive Almeda Genoa (Insert Points Below)
Location	10	0
Depth of Affordability	10	8
Schools	10	6.99
\$ Front End	10	6
\$ Operations	10	10
Reasonable Developer \$	10	5
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	61.49

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 Smart Living Almeda Genoa, Ltd., for the acquisition of Almeda Genoa, an apartment community located at or about 10100 Almeda Genoa Rd, 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 April 5, 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 action to authorize the President & CEO or designee to execute a Memorandum of Understanding with AMCAL Equities, LLC for the development of Barker Oaks Apartments, an apartment community that will be located at or about 2250 Barker Oaks Dr, Houston, TX 77077

2. Date of Board Meeting: April 19, 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 AMCAL Equities, LLC for the development of Barker Oaks Apartments, an apartment community that will be located at or about 2250 Barker Oaks Dr, Houston TX, 77077 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/13/2022
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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. 4/12/2022
Signature _____ Date: _____
Signature ID: 158014504AA...



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 AMCAL EQUITIES, LLC FOR THE DEVELOPMENT OF BARKER OAKS APARTMENTS, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 2250 BARKER OAKS DR, HOUSTON, TEXAS, 77077
DATE: APRIL 5, 2022

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 AMCAL Equities, LLC for the development of Barker Oaks Apartments, an apartment community that will be located at or about 2250 Barker Oaks Dr, Houston, TX 77077

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 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 in 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:

AMCAL/AMTEX is proposing the construction of a 280-unit, mixed-income multi-family development with a mix of one-, two-, and three-bedroom apartment homes. Located on 6.9 acres, the proposed project site is situated between Barker Oaks Drive and George Bush Park. The current design anticipates 80 one-bedroom units, 135 two-bedroom units, and 65 three-bedroom units. The apartment homes will be in a

four-story residential building wrapped around a central, five-story parking garage. The parking structure will feature approximately 470 parking spaces for a parking ratio of 1.66 spaces per unit.

AFFORDABLE UNITS:

10% (28 units) would be @ 50% AMI, 40.36% (113 units) would be @ 80% AMI, and 49.64% (139 units) will be at Market rates. The property has 80 one-bedroom, 135 two-bedrooms, and 65 three-bedroom units.

	50% AMI	80% AMI	Market	Totals
1 bdrm	7	22	51	80
2 bdrm	15	65	55	135
3 bdrm	6	26	33	65
Totals	28	113	139	280
Percentages	10.00%	40.36%	49.64%	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 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	AMCAL/AMTEX - Barker Oaks Apartments (Insert Points Below)
Location	10	4
Depth of Affordability	10	7
Schools	10	7.99
\$ Front End	10	10
\$ Operations	10	4
Reasonable Developer \$	10	2
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	2
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	61.99

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 AMCAL Equities, LLC for the development of Barker Oaks Apartments, an apartment community that will be located at or about 2250 Barker Oaks Dr, Houston, TX 77077, 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 April 5, 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 facilitate the acquisition of and the placement of "affordable" units within Commons at Hollyhock located at 5751 Greenhouse Road, Katy, Texas 77449, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within Commons at Hollyhock located at 5751 Greenhouse Road, Katy, Texas 77449 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

Date: 4/12/2022

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

Funds Budgeted and Available

☒

Yes

☐

No

Source Third-Party Funding

VP of FO Approval

Signature

Date:

6. Approval of President & CEO

DocuSigned by:

David A. Northern Sr.

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Signature

4/12/2022

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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN COMMONS AT HOLLYHOCK LOCATED AT 5751 GREENHOUSE ROAD, KATY, TEXAS 77449, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within Commons at Hollyhock, located at 5751 Greenhouse Road, Katy, Texas 77449 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Post Commons, LLC, a Delaware limited liability company (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 for 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 \$89,198,000 (the "**Loan**") from Berkeley Point Capital LLC d/b/a Newmark, a Delaware limited liability company ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within Commons at Hollyhock located at 5751 Greenhouse Road, Katy, Texas 77449 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3424

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, COMMONS AT HOLLYHOCK LOCATED AT 5751 GREENHOUSE ROAD, KATY, TEXAS 77449 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Post Commons, LLC, a Delaware limited liability company (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 \$89,198,000 (the "**Loan**") from Berkeley Point Capital LLC d/b/a Newmark, a Delaware limited liability company ("**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

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.

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Resolution No. 3424

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary



Transforming Lives & 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 The Morgan Group for the development of 14521 Old Katy Rd, an apartment community that will be located at or about 14521 Old Katy Rd, Houston, TX 77079

2. Date of Board Meeting: April 19, 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 The Morgan Group for the development of 14521 Old Katy Rd, an apartment community that will be located at or about 14521 Old Katy Rd, Houston, TX 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022
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 DocuSigned by: 950B1D8C1AF04A... David A. Northern Sr. 4/12/2022
 Signature _____ 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 THE MORGAN GROUP FOR THE DEVELOPMENT OF 14521 OLD KATY RD, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 14521 OLD KATY RD, HOUSTON, TX 77079
DATE: APRIL 5, 2022

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 The Morgan Group for the development of 14521 Old Katy Rd, an apartment community that will be located at or about 14521 Old Katy Rd, Houston, TX 77079.

BACKGROUND:

The Houston market area has a substantial shortage of affordable housing units. Recent Census data indicates that over 400,000 households in Houston qualify for housing assistance at 80% of the Area Median Income (AMI). 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.

14521 Old Katy Road will be constructed on the tract of land listed below, approximately 4.445-acres. Located in a high growth suburb of west Houston, 14521 Old Katy Road is a 309-unit, 4-story wrap, luxury multi-family community. The development includes 203 one-bedroom units and 106 two-bedrooms units.

AFFORDABLE UNITS:

10.36% (32units) would be @ 60% AMI, 39.81% (123 units) would be @ 80% AMI, and 49.84% (154 units) will be at Market rates. The property will be having 292 one-bedroom, 100 two-bedrooms units and 0 three-bedroom units. Schools are rate C, B and B.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	21	81	101	203
2 Bedrooms	11	42	53	106
Totals	32	123	154	309
Percentages	10.36%	39.81%	49.84%	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 - 14521 Old Katy Road Drive (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	5.99
\$ Front End	10	8
\$ Operations	10	5
Reasonable Developer \$	10	4
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	61.49

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 The Morgan Group for the development of 14521 Old Katy Rd, an apartment community that will be located at or about 14521 Old Katy Rd, Houston, TX 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 April 5, 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 action to authorize the President & CEO or designee to execute a Memorandum of Understanding with The Paces Foundation and Soho Housing Partners for the development of North Street Apartments, an apartment community that will be located at or about 4463 North Drive, Channelview, TX, 77530

2. Date of Board Meeting: April 19, 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 The Paces Foundation and Soho Housing Partners for the development of North Street Apartments, an apartment community that will be located at or about 4463 North Drive, Channelview, TX 77530 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 April 5, 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 _____

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO

DocuSigned by: Jay Mason 4/12/2022
Signature _____ Date: 4/12/2022
DocuSigned by: David A. Northern, Sr.
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 PACES PRESERVATION FOR THE DEVELOPMENT OF NORTH STREET APARTMENTS, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 4463 NORTH DRIVE, CHANNELVIEW, TEXAS 77530
DATE: APRIL 5, 2022

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 The Paces Foundation and Soho Housing Partners for the development of North Street Apartments, an apartment community that will be located at or about 4463 North Drive, Channelview, TX, 77530

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 in 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 Paces Foundation is a 501(c)(3) non-profit Affordable Housing Developer founded in 1991. Their home office is in Smyrna, Georgia. Soho is based in Tampa, Florida. Jointly they have developed over forty (40) properties in the Southeast, Florida, Georgia, and Mid-Atlantic. Paces Preservation Partners are developing properties in Georgia, South Carolina, North Carolina, and Alabama and actively sourcing opportunities in other states. Paces Preservation Partners team has extensive experience developing LIHTC properties and has built and maintained two multifamily complexes located in Del Rio, Texas.

Intercontinental Apartments will be constructed on a 12.75 acres parcel located at 4463 North Drive, Channelview, Texas. The site is not in a flood zone

AFFORDABLE UNITS:

The property will have 37.75% (77 units), which would be at 30% AMI, 141.67% (85 units) would be @ 60% AMI, and 20.59% (117 units) will be at Market rates. The property will have 24 one-bedroom, 96 two-bedroom units, 72 three-bedroom units, and 12 four-bedroom units.

	30% AMI	60% AMI	Market	Totals
1 Bedroom	5	5	2	12
2 Bedroom	20	24	4	48
3 Bedroom	16	18	2	36
4 Bedroom	2	8	2	12
Totals	43	55	10	108
Percentages	39.81%	50.93%	9.26%	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	Paces Preservation -North Street Apartments (Insert Points Below)
Location	10	6
Depth of Affordability	10	10
Schools	10	5.33
\$ Front End	10	10
\$ Operations	10	10
Reasonable Developer \$	10	7
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	5
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	2.5
Mix with Market Units	2.5	0
Bonus Points	5	5
	100	80.83

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 The Paces Foundation and Soho Housing Partners for the development of North Street Apartments, an apartment community that will be located at or about 4463 North Drive, Channelview, TX 77530, 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 April 5, 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 action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Paces Foundation and Soho Housing Partners for the development of Intercontinental Apartments, an apartment community that will be located at or about North Sam Houston Pkwy E & Intercontinental Place, Houston, Texas 77032.

2. Date of Board Meeting: April 19, 2022

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute Paces Foundation and Soho Housing Partners for the development of Intercontinental Apartments, an apartment community that will be located at or about North Sam Houston Pkwy E & Intercontinental Place, Houston, Texas 77032 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 4/12/2022
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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** David A. Northern Sr. 4/12/2022
DocuSigned by: 9E0B1D8C1AF04AA...
 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 PACES FOUNDATION AND SOHO HOUSING PARTNERS FOR THE DEVELOPMENT OF INTERCONTINENTAL APARTMENTS, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT NORTH SAM HOUSTON PKWY E & INTERCONTINENTAL PLACE, HOUSTON, TEXAS 77032
DATE: APRIL 5, 2022

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 Paces Foundation and Soho Housing Partners for the development of Intercontinental Apartments, an apartment community that will be located at or about North Sam Houston Pkwy E & Intercontinental Place, Houston, Texas 77032.

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 in 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 Paces Foundation is a 501(c)(3) non-profit Affordable Housing Developer founded in 1991. Their home office is in Smyrna, Georgia. Soho is based in Tampa, Florida. Jointly they have developed over forty (40) properties in the Southeast, Florida, Georgia, and Mid-Atlantic. Paces Preservation Partners are developing properties in Georgia, South Carolina, North Carolina, and Alabama and actively sourcing

opportunities in other states. Paces Preservation Partners team has extensive experience developing LIHTC properties and has built and maintained two multifamily complexes located in Del Rio, Texas.

Intercontinental Apartments is to be constructed on a 7.75 acres parcel located in Aldine, Texas. The site, North Sam Houston Pkwy E & Intercontinental Place, is nestled between several restaurants, a gas station, a sports complex, Aldine Jr. High School, and Aldine Middle School, conveniently located for the resident's use and enjoyment. Intercontinental will have 11 buildings for 204 total units and 308 parking spaces to meet the needs of the residents.

AFFORDABLE UNITS:

The property will have 37.75% (77 units), which would be at 30% AMI, 41.67% (85 units) would be @ 60% AMI, and 20.59% (42 units) will be at Market rates. The property will have 24 one-bedroom, 96 two-bedroom units, 72 three-bedroom units, and 12 four-bedroom units.

	30% AMI	60% AMI	Market	Totals
1 Bedroom	9	9	6	24
2 Bedroom	38	38	20	96
3 Bedroom	30	30	12	72
4 Bedroom	0	8	4	12
Totals	77	85	42	204
Percentages	37.75%	41.67%	20.59%	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	Paces Preservation - Intercontinental Apartments (Insert Points Below)
Location	10	8
Depth of Affordability	10	10
Schools	10	5.33
\$ Front End	10	10
\$ Operations	10	10
Reasonable Developer \$	10	7
Term of Affordability	5	5
Flood Plain	5	5
\$/Land Back End	5	5
Preservation	5	0
HHA Resources	5	5
M/WBE Participation	5	5
Unit Mix	2.5	2.5
Mix with Market Units	2.5	0
Bonus Points	5	5
	100	82.83

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 Paces Foundation and Soho Housing Partners for the development of Intercontinental Apartments, an apartment community that will be located at or about North Sam Houston Pkwy E & Intercontinental Place, Houston, Texas 77032, 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 April 5, 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 action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Trammel Crow for the development of Allora Brittmoore, an apartment community that will be located at or about 1717 Brittmoore Rd, Houston, Texas 77043.

2. Date of Board Meeting: April 19, 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 Trammel Crow for the development of Allora Brittmoore, an apartment community that will be located at or about 1717 Brittmoore Rd, Houston, Texas 77043 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 April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 4/12/2022

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

4/12/2022

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 TRAMMELL CROW FOR THE DEVELOPMENT OF ALLORA BRITTMOORE, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 1717 BRITTMOORE RD, HOUSTON, TEXAS 77043
DATE: APRIL 5, 2022

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 Trammel Crow for the development of Allora Brittmoore, an apartment community that will be located at or about 1717 Brittmoore Rd, Houston, Texas 77043.

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 in 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 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 Brittmoore is a proposed 324-unit Class A, garden-style multifamily community proposed to be constructed proximate to the intersection of Brittmoore and Clay Roads, immediately west of Beltway 8, in west Houston. The community will include 216 one-bedroom units and 108 two-bedroom units.

AFFORDABLE UNITS:

10.19% (33 units) would be @ 60% AMI, 40.74% (132 units) would be @ 80% AMI, and 49.07% (159 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	22	88	106	216
2 Bedrooms	11	44	53	108
Totals	33	132	159	324
Percentages	10.19%	40.74%	49.07%	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 Brittmoore (Insert Points Below)
Location	10	10
Depth of Affordability	10	6
Schools	10	2.66
\$ Front End	10	8
\$ 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	59.16

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 Trammel Crow for the development of Allora Brittmoore, an apartment community that will be located at or about 1717 Brittmoore Rd, Houston, Texas 77043, 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 April 5, 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 action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Civicap Partners Investments, LLC for the development of Smart Living/The Antoine at Spring Branch, an apartment community that will be located at or about 2102 Antoine Dr, Houston, TX 77055

2. Date of Board Meeting: April 19, 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 Investments, LLC for the development of Smart Living/The Antoine at Spring Branch, an apartment community that will be located at or about 2102 Antoine Dr, Houston, TX 77055 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 April 6, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

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 David A. Northern Sr. Date: 4/12/2022

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 MEMORANDUM OF UNDERSTANDING WITH CIVICAP PARTNERS INVESTMENTS, LLC FOR THE DEVELOPMENT OF SMART LIVING/ THE ANTOINE AT SPRING BRANCH, AN APARTMENT COMMUNITY THAT WILL BE LOCATED AT OR ABOUT 2102 ANTOINE DR, HOUSTON, TX 77055
DATE: MARCH 14, 2022

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 Investments, LLC for the development of Smart Living/The Antoine at Spring Branch, an apartment community that will be located at or about 2102 Antoine Dr, Houston, TX 77055

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 in all income ranges below 80% of AMI.

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

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.

The Antoine is a 300-unit Class A, 4-story garden-style multifamily development situated on 7.3 acres in the Spring Branch submarket of Houston. Within a 5-mile radius of the site, there are an estimated

213,000 workers, and the average household income exceeds \$100k. The Schools in the area are rated C & F. The project will be developed at 11102 Todd Street, Houston, TX 77055.

AFFORDABLE UNITS:

The Antoine features a mix of 120 One Bedrooms, 108 two-bedrooms, and 12 three-bedrooms.

	60% AMI	80% AMI	Market	Totals
1 Bedroom	12	48	60	120
2 Bedrooms	12	42	54	108
3 Bedrooms	0	6	6	12
Totals	24	96	120	240
Percentages	10.00%	40.00%	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	Civicap Partners (Insert Points Below)
Location	10	4
Depth of Affordability	10	8
Schools	10	3
\$ Front End	10	4
\$ Operations	10	6
Reasonable Developer \$	10	4
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	2.5
Unit Mix	2.5	2.5
Mix with Market Units	2.5	2.5
Bonus Points	5	0
	100	54.5

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 Civicap Partners Investments, LLC for the development of Smart Living/The Antoine at Spring Branch, an apartment community that will be located at or about 2102 Antoine Dr, Houston, TX 77055, 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 April 6, 2022, to David A. Northern, Sr., President & CEO.

Resolution No. 3430



Transforming Lives & Communities

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

Consideration and/or action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at 7110 New Forest Parkway, Houston, Texas 77049, the construction and development of the 378-unit Allora New Forest thereupon, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 7110 New Forest Parkway, Houston, Texas 77049, the construction and development of the 378-unit Allora New Forest (the "**Project**") thereupon, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

DocuSigned by:

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

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

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO DocuSigned by: David A. Northern Sr. 4/12/2022
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 ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO FACILITATE THE ACQUISITION OF THAT CERTAIN PARCEL OF LAND LOCATED AT 7110 NEW FOREST PARKWAY, HOUSTON, TEXAS 77049, THE CONSTRUCTION AND DEVELOPMENT OF THE 378-UNIT ALLORA NEW FOREST THEREUPON, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR
DATE: APRIL 5, 2022

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 7110 New Forest Parkway, Houston, Texas 77049, the construction and development of the 378-unit Allora New Forest (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 New Forest 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 for 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 \$38,870,000 (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 7110 New Forest Parkway, Houston, Texas 77049, the construction and development of the 378-unit Allora New Forest (the "**Project**") thereupon, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3430

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 7110 NEW FOREST PARKWAY, HOUSTON, TEXAS 77049, THE CONSTRUCTION AND DEVELOPMENT OF THE 378-UNIT ALLORA NEW FOREST (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 New Forest 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 \$38,870,000 (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. 3430

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. 3430

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary



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 facilitate the acquisition of and the placement of "affordable" units within, The Dacoma located at 3900 Dacoma Street, Houston, Texas 77092, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within, The Dacoma located at 3900 Dacoma Street, Houston, Texas 77092 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 4/12/2022

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

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

VP of FO Approval

Signature _____

Date: _____

6. Approval of President & CEO

DocuSigned by:

4/13/2022

David A. Northern Sr.

Signature

93E0B1D8C1AF04AA...

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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE DACOMA LOCATED AT 3900 DACOMA STREET, HOUSTON, TEXAS 77092, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within, The Dacoma located at 3900 Dacoma Street, Houston, Texas 77092 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Post Dacoma, LLC, a Delaware limited liability company (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 for 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 \$42,000,000 (the "**Loan**") from Capital One, National Association ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within, The Dacoma located at 3900 Dacoma Street, Houston, Texas 77092 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3431

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE DACOMA LOCATED AT 3900 DACOMA STREET, HOUSTON, TEXAS 77092 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Post Dacoma, LLC, a Delaware limited liability company (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 \$42,000,000 (the "**Loan**") from Capital One, National Association ("**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 other acts and things necessary or proper in furtherance thereof, as the President and Chief

Resolution No. 3431

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. 3431

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary

Resolution No. 3432



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 facilitate the acquisition of and the placement of "affordable" units within, Oasis at Piney Point located at 9100 Westheimer Road, Houston, Texas 77063, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within, Oasis at Piney Point located at 9100 Westheimer Road, Houston, Texas 77063 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 4/12/2022

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

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

VP of FO Approval

Signature

Date:

6. Approval of President & CEO

DocuSigned by:

David A. Northern Sr.

Signature

4/12/2022

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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, OASIS AT PINEY POINT LOCATED AT 9100 WESTHEIMER ROAD, HOUSTON, TEXAS 77063, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within, Oasis at Piney Point located at 9100 Westheimer Road, Houston, Texas 77063 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Post Oasis, LLC, a Delaware limited liability company (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 for 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 \$46,379,664 (the "**Loan**") from Berkadia Commercial Mortgage LLC, a Delaware limited liability company ("**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 foregoing 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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within, Oasis at Piney Point located at 9100 Westheimer Road, Houston, Texas 77063 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3432

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, OASIS AT PINEY POINT LOCATED AT 9100 WESTHEIMER ROAD, HOUSTON, TEXAS 77063 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Post Oasis, LLC, a Delaware limited liability company (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 \$46,379,664 (the "**Loan**") from Berkadia Commercial Mortgage LLC, a Delaware limited liability company ("**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

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. 3432

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary

Resolution No. 3433



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 facilitate the acquisition of and the placement of "affordable" units within 3800 Main Apartments located at 3800 Main Street, Houston, Texas 77002, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within 3800 Main Apartments located at 3800 Main Street, Houston, Texas 77002 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 4/12/2022

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

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

VP of FO Approval

Signature

Date:

6. Approval of President & CEO

DocuSigned by:

4/12/2022

David A. Northern Sr.

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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN 3800 MAIN APARTMENTS LOCATED AT 3800 MAIN STREET, HOUSTON, TEXAS 77002, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within 3800 Main Apartments located at 3800 Main Street, Houston, Texas 77002 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and 3800 Main 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 for 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 \$49,000,000 (the "**Loan**") from PNC Bank, National Association ("**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 forgoing 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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within 3800 Main Apartments located at 3800 Main Street, Houston, Texas 77002 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3433

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, 3800 MAIN APARTMENTS LOCATED AT 3800 MAIN STREET, HOUSTON, TEXAS 77002 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and 3800 Main 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 \$49,000,000 (the "**Loan**") from PNC Bank, National Association ("**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 other acts and things necessary or proper in furtherance thereof, as the President and Chief

Resolution No. 3433

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. 3433

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary

Resolution No. 3434



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 facilitate the acquisition of and the placement of "affordable" units within Olympus Katy Ranch located at 24929 Katy Ranch Road, Katy, Texas 77494, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within Olympus Katy Ranch located at 24929 Katy Ranch Road, Katy, Texas 77494 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

DocuSigned by:

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

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

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO Signature David A. Northern Sr. Date: 4/13/2022

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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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN OLYMPUS KATY RANCH LOCATED AT 24929 KATY RANCH ROAD, KATY, TEXAS 77494, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within Olympus Katy Ranch located at 24929 Katy Ranch Road, Katy, Texas 77494 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Post Olympus, LLC, a Delaware limited liability company (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 for 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 \$45,320,000 (the "**Loan**") from JLL Real Estate Capital, LLC, a Delaware limited liability company ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within Olympus Katy Ranch located at 24929 Katy Ranch Road, Katy, Texas 77494 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3434

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, OLYMPUS KATY RANCH LOCATED AT 24929 KATY RANCH ROAD, KATY, TEXAS 77494 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Post Olympus, LLC, a Delaware limited liability company (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 \$45,320,000 (the "**Loan**") from JLL Real Estate Capital, LLC, a Delaware limited liability company ("**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

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.

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Resolution No. 3434

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary



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 facilitate the acquisition of and the placement of "affordable" units within Westchase Forest located at 11355 Richmond Avenue, Houston, Texas 77082, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within Westchase Forest located at 11355 Richmond Avenue, Houston, Texas 77082 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022
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5. Statement regarding availability of funds by VP of Fiscal Operations

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

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO David A. Northern Sr. 4/13/2022
DocuSigned by: 9E0B1D8C1AF04AA...
 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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN WESTCHASE FOREST LOCATED AT 11355 RICHMOND AVENUE, HOUSTON, TEXAS 77082, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within Westchase Forest located at 11355 Richmond Avenue, Houston, Texas 77082 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Post Westchase, LLC, a Delaware limited liability company (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 for 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 \$55,000,000 (the "**Loan**") from Capital One, National Association ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within Westchase Forest located at 11355 Richmond Avenue, Houston, Texas 77082 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3435

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, WESTCHASE FOREST LOCATED AT 11355 RICHMOND AVENUE, HOUSTON, TEXAS 77082 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Post Westchase, LLC, a Delaware limited liability company (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 \$55,000,000 (the "**Loan**") from Capital One, National Association ("**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 other acts and things necessary or proper in furtherance thereof, as the President and Chief

Resolution No. 3435

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.

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Resolution No. 3435

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary



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 facilitate the acquisition of and the placement of "affordable" units within Gramercy Park Apartments located at 3225 Woodland Park Drive, Houston, Texas 77082, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 and the placement of "affordable" units within Gramercy Park Apartments located at 3225 Woodland Park Drive, Houston, Texas 77082 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 4/12/2022

DocuSigned by:

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

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

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO Signature David A. Northern Sr. Date: 4/13/2022

DocuSigned by:

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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 FACILITATE THE ACQUISITION OF AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN GRAMERCY PARK APARTMENTS LOCATED AT 3225 WOODLAND PARK DRIVE, HOUSTON, TEXAS 77082, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within Gramercy Park Apartments located at 3225 Woodland Park Drive, Houston, Texas 77082 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Post Gramercy, LLC, a Delaware limited liability company (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 for 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 \$55,000,000 (the "**Loan**") from Capital One, National Association ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within Gramercy Park Apartments located at 3225 Woodland Park Drive, Houston, Texas 77082 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3436

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, GRAMERCY PARK APARTMENTS LOCATED AT 3225 WOODLAND PARK DRIVE, HOUSTON, TEXAS 77082 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Post Gramercy, LLC, a Delaware limited liability company (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 \$55,000,000 (the "**Loan**") from Capital One, National Association ("**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 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.

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Resolution No. 3436

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary

Resolution No. 3437



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 facilitate the disposition of certain public housing units located at Historic Oaks of Allen Parkway Village and Allen Parkway Village and the preparation and submission of a Section 18 disposition application to the US Department of Housing and Urban Development ("HUD"), and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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 disposition of certain public housing units located at Historic Oaks of Allen Parkway Village and Allen Parkway Village and the preparation and submission of a Section 18 disposition application to the US Department of Housing and Urban Development ("**HUD**"), and the execution of all required documents, therefore, "), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

DocuSigned by:
Signature Jay Mason Date: 4/13/2022
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5. Statement regarding availability of funds by VP of Fiscal Operations

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

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO

DocuSigned by:
Signature David A. Northern Sr. Date: 4/13/2022
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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 FACILITATE THE DISPOSITION OF CERTAIN PUBLIC HOUSING UNITS LOCATED AT HISTORIC OAKS OF ALLEN PARKWAY VILLAGE AND ALLEN PARKWAY VILLAGE AND THE PREPARATION AND SUBMISSION OF A SECTION 18 DISPOSITION APPLICATION TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ("HUD"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 12, 2022

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 disposition of certain public housing units located at Historic Oaks of Allen Parkway Village and Allen Parkway Village and the preparation and submission of a Section 18 disposition application to the US Department of Housing and Urban Development ("HUD"), and the execution of all required documents therefor.

BACKGROUND:

The Authority currently owns an approximately 38 acre parcel containing (i) a two hundred twenty-two (222) unit residential unit apartment complex ("**Historic Oaks of Allen Parkway Village Improvements**") located at 1600 Allen Parkway, Houston, Texas (the "**Historic Oaks of Allen Parkway Village Land**", together with the Historic Oaks of Allen Parkway Village Improvements, "**Historic Oaks of Allen Parkway Village**") and (ii) a two hundred seventy-eight (278) residential unit apartment complex ("**Allen Parkway Village Improvements**") located at 1600 Allen Parkway, Houston, Texas (the "**Allen Parkway Village Land**", and together with the Allen Parkway Village Improvements, "**Allen Parkway Village**").

Historic Oaks of Allen Parkway Village and Allen Parkway Village currently support the Authority's public housing activities.

The Authority intends to make various submissions to HUD to allow Historic Oaks of Allen Parkway Village and Allen Parkway Village to be converted from a public housing project to a project-based Section 8 project under a combination of HUD's Rental Assistance Demonstration ("**RAD**") program and the disposition rules authorized by Section 18 of the US Housing Act of 1937 (42 USC 1437, *et seq.*), as amended (collectively, the "**RAD/Section 18 Blend**"), and expects HUD to approve such conversion, subject to the meeting of certain conditions by the Authority. In accordance with the RAD program requirements, Historic Oaks of Allen Parkway Village and Allen Parkway Village will be subject to certain long-term affordability restrictions imposed by HUD.

The Authority desires to convert the Historic Oaks of Allen Parkway Village through the RAD/Section 18 Blend comprising of two hundred twenty-two (222) low income multifamily housing development ("**HOAPV**") financed, in part, with equity generated from low-income housing tax credits issued pursuant to Section 42 of the Internal Revenue Code and for which the Authority will serve as contract administrator under one or more Section 8 Housing Assistance Payments Contracts.

The Authority desires to convert the Allen Parkway Village Improvements through the RAD/Section 18 Blend comprising of two hundred seventy-eight (278) low income multifamily housing development ("**APV**") financed, in part, with equity generated from low-income housing tax credits issued pursuant to Section 42 of the Internal Revenue Code and for which the Authority will serve as contract administrator under one or more Section 8 Housing Assistance Payments Contracts.

As part of the RAD/Section 18 Blend and the financing of the rehabilitation of HOAPV, the Authority will submit an application to HUD for the disposition of up to one hundred thirty-three (133) HOAPV units to APV Historic Oaks, LP (the "**HOAPV Owner**"), whose general partner is wholly owned by an affiliate of the Authority.

As part of the RAD/Section 18 Blend and the financing of the rehabilitation of APV, the Authority will submit an application to HUD for the disposition of up to one hundred sixty-six (166) APV units to APV Allen Parkway Village, LP (the "**APV Owner**"), whose general partner is wholly owned by an affiliate of the Authority.

The Authority intends to effectuate the disposition and complete the conversion of HOAPV and APV under the RAD/Section 18 Blend program.

The Authority owns those certain tracts of land more particularly described as (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**").

In connection with the future redevelopment of the Allen Parkway Village, the Authority plans to prepare and submit a Section 18 disposition application to HUD for approval under the Section 18 Disposition ("**Section 18**") Program with regard to the Property.

The Authority desires to 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**").

The Authority desires to convey Parcel B to Lakeside Place PFC, a Texas nonprofit and public facility corporation ("**the B Purchaser**").

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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners, authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to facilitate the disposition of certain public housing units located at Historic Oaks of Allen Parkway Village and Allen Parkway Village and the preparation and submission of a Section 18 disposition application to the US Department of Housing and Urban Development ("**HUD**"), and the execution of all required documents therefore, "), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3437

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DISPOSITION OF CERTAIN PUBLIC HOUSING UNITS LOCATED AT HISTORIC OAKS OF ALLEN PARKWAY VILLAGE AND ALLEN PARKWAY VILLAGE AND THE PREPARATION AND SUBMISSION OF A SECTION 18 DISPOSITION APPLICATION TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ("HUD"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

WHEREAS, the Authority currently owns an approximately 38 acre parcel containing (i) a two hundred twenty-two (222) unit residential unit apartment complex ("**Historic Oaks of Allen Parkway Village Improvements**") located at 1600 Allen Parkway, Houston, Texas (the "**Historic Oaks of Allen Parkway Village Land**", together with the Historic Oaks of Allen Parkway Village Improvements, "**Historic Oaks of Allen Parkway Village**") and (ii) a two hundred seventy-eight (278) residential unit apartment complex ("**Allen Parkway Village Improvements**") located at 1600 Allen Parkway, Houston, Texas (the "**Allen Parkway Village Land**", and together with the Allen Parkway Village Improvements, "**Allen Parkway Village**");

WHEREAS, Historic Oaks of Allen Parkway Village and Allen Parkway Village currently support the Authority's public housing activities;

WHEREAS, the Authority intends to make various submissions to HUD to allow Historic Oaks of Allen Parkway Village and Allen Parkway Village to be converted from a public housing project to a project-based Section 8 project under a combination of HUD's Rental Assistance Demonstration ("**RAD**") program and the disposition rules authorized by Section 18 of the US Housing Act of 1937 (42 USC 1437, *et seq.*), as amended (collectively, the "**RAD/Section 18 Blend**"), and expects HUD to approve such conversion, subject to the meeting of certain conditions by the Authority. In accordance with the RAD program requirements, Historic Oaks of Allen Parkway Village and Allen Parkway Village will be subject to certain long-term affordability restrictions imposed by HUD;

WHEREAS, the Authority desires to convert the Historic Oaks of Allen Parkway Village through the RAD/Section 18 Blend comprising of two hundred twenty-two (222) low income multifamily housing development ("**HOAPV**") financed, in part, with equity generated from low-income housing tax credits issued pursuant to Section 42 of the Internal Revenue Code and for which the Authority will serve as contract administrator under one or more Section 8 Housing Assistance Payments Contracts;

WHEREAS, the Authority desires to convert the Allen Parkway Village Improvements through the RAD/Section 18 Blend comprising of two hundred seventy-eight (278) low income multifamily housing development ("**APV**") financed, in part, with equity generated from low-income housing tax credits issued pursuant to Section 42 of the Internal Revenue Code and for which the Authority will serve as contract administrator under one or more Section 8 Housing Assistance Payments Contracts;

WHEREAS, as part of the RAD/Section 18 Blend and the financing of the rehabilitation of HOAPV, the Authority will submit an application to HUD for the disposition of up to one hundred thirty-three (133) HOAPV units to APV Historic Oaks, LP (the "**HOAPV Owner**"), whose general partner is wholly owned by an affiliate of the Authority;

WHEREAS, as part of the RAD/Section 18 Blend and the financing of the rehabilitation of APV, the Authority will submit an application to HUD for the disposition of up to one hundred sixty-six (166) APV units to APV Allen Parkway Village, LP (the "**APV Owner**"), whose general partner is wholly owned by an affiliate of the Authority;

WHEREAS, the Authority intends to effectuate the disposition and complete the conversion of HOAPV and APV under the RAD/Section 18 Blend program;

WHEREAS, the Authority owns those certain tracts of land more particularly described as (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**");

WHEREAS, in connection with the future redevelopment of the Allen Parkway Village, the Authority plans to prepare and submit a Section 18 disposition application to HUD for approval under the Section 18 Disposition ("**Section 18**") Program with regard to the Property;

WHEREAS, the Authority desires to 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**");

WHEREAS, the Authority desires to convey Parcel B to Lakeside Place PFC, a Texas nonprofit and public facility corporation ("the **B Purchaser**");

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 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. 3437

PASSED April 19, 2022.

ATTEST:

CHAIR

Secretary



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 facilitate the acquisition of, and the placement of “affordable” units within, the High Point Uptown Apartments located at 5455 Richmond Avenue, Houston, Texas 77056, and the execution of all required documents therefor.

2. **Date of Board Meeting:** April 19, 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, and the placement of “affordable” units within, the Avenue R Apartments (the “**Project**”), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 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 Third Party Funding _____

VP of FO Approval Signature _____ Date: _____

6. **Approval of President & CEO**

DocuSigned by:

 Signature _____ Date: 4/14/2022
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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: AUTHORIZING HOUSTON HOUSING AUTHORITY'S FACILITATION OF THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE AVENUE R APARTMENTS LOCATED AT 5455 RICHMOND AVENUE, HOUSTON, TEXAS 77056, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

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 acquisition of, and the placement of "affordable" units within, the Avenue R Apartments located at 5455 Richmond Avenue, Houston, Texas 77056 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and Richmond Uptown 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 for 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 \$57,000,000 (the "**Loan**") from PNC Bank, National Association ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners, authorizes the Houston Housing Authority (the “**Authority**”) to take such actions necessary or convenient to facilitate the acquisition of, and the placement of “affordable” units within, the Avenue R Apartments (the “**Project**”), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. ____

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE AVENUE R APARTMENTS LOCATED AT 5455 RICHMOND AVENUE, HOUSTON, TEXAS 77056 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and Richmond Uptown 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 \$57,000,000 (the "**Loan**") from PNC Bank, National Association ("**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 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. 3438

PASSED 19th of April, 2022.

ATTEST:

CHAIR

Secretary



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 facilitate the acquisition of, and the placement of "affordable" units within, the High Point Uptown Apartments located at 807 S. Post Oak Lane, Houston, Texas 77056, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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, and the placement of "affordable" units within, the High Point Uptown Apartments located at 807 S. Post Oak Lane, Houston, Texas 77056 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

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4/14/2022

Date: _____

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

Funds Budgeted and Available

☒

Yes

☐

No

Source Third Party Funding _____


VP of FO Approval

Signature _____

Date: _____

6. Approval of President & CEO

Signature

DocuSigned by:

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4/14/2022

Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, INTERIM DIRECTOR OF REID
SUBJECT: AUTHORIZING HOUSTON HOUSING AUTHORITY'S FACILITATION OF THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE HIGH POINT UPTOWN APARTMENTS LOCATED AT 807 S. POST OAK LANE, HOUSTON, TEXAS 77056, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

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 acquisition of, and the placement of "affordable" units within, the High Point Uptown Apartments located at 807 S. Post Oak Lane, Houston, Texas 77056 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and EHF APV High Point PropCo, LLC, a Delaware limited liability company (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 for 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 \$44,400,000 (the "**Loan**") from Walker & Dunlop, LLC ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners, authorizes the Houston Housing Authority (the “**Authority**”) to take such actions necessary or convenient to facilitate the acquisition of, and the placement of “affordable” units within, the High Point Uptown Apartments located at 807 S. Post Oak Lane, Houston, Texas 77056 (the “**Project**”), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3439

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE HIGH POINT UPTOWN APARTMENTS LOCATED AT 807 S. POST OAK LANE, HOUSTON, TEXAS 77056 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and EHF APV High Point PropCo, LLC, a Delaware limited liability company (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 \$44,400,000 (the "**Loan**") from Walker & Dunlop, LLC ("**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 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. 3439

PASSED 19th of April, 2022.

ATTEST:

CHAIR

Secretary



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 facilitate the acquisition of, and the placement of "affordable" units within, the Haven at Main Apartments located at 8700 South Main, Houston, Texas 77025, and the execution of all required documents therefor.

2. Date of Board Meeting: April 19, 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, and the placement of "affordable" units within, the Haven at Main Apartments located at 8700 South Main, Houston, Texas 77025 (the "**Project**"), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

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4/14/2022

Date: _____

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

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


VP of FO Approval

Signature _____

Date: _____

6. Approval of President & CEO

Signature

DocuSigned by:

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4/14/2022

Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, INTERIM DIRECTOR OF REID
SUBJECT: AUTHORIZING HOUSTON HOUSING AUTHORITY'S FACILITATION OF THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE HAVEN AT MAIN APARTMENTS LOCATED AT 8700 SOUTH MAIN, HOUSTON, TEXAS 77025, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: APRIL 5, 2022

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 acquisition of, and the placement of "affordable" units within, the Haven at Main Apartments located at 8700 South Main, Houston, Texas 77025 (the "**Project**"), and the execution of all required documents therefor.

BACKGROUND:

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

The PFC and EHF APV Haven at Main PropCo, LLC, a Delaware limited liability company (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 for 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 \$35,100,000 (the "**Loan**") from Berkadia Commercial Mortgage LLC, a Delaware limited liability company ("**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 considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners, authorizes the Houston Housing Authority (the “**Authority**”) to take such actions necessary or convenient to facilitate the acquisition of, and the placement of “affordable” units within, the Haven at Main Apartments located at 8700 South Main, Houston, Texas 77025 (the “**Project**”), pursuant to the memorandum from Jay Mason, Interim Director of REID, dated April 5, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3440

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE HAVEN AT MAIN APARTMENTS LOCATED AT 8700 SOUTH MAIN, HOUSTON, TEXAS 77025 (THE "PROJECT"), AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

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

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

WHEREAS, the PFC and EHF APV Haven at Main PropCo, LLC, a Delaware limited liability company (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 \$35,100,000 (the "**Loan**") from Berkadia Commercial Mortgage LLC, a Delaware limited liability company ("**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

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. 3440

PASSED 19th of April, 2022.

ATTEST:

CHAIR

Secretary

BOARD REPORT FOR MONTH ENDING MARCH 31, 2022

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EXECUTIVE SUMMARY

LOW-INCOME PUBLIC HOUSING

The Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 3.3% on March 31, 2022. As of April 1, 2022, rent collection for March was 95.9% of rents billed on an adjusted cash accounting basis.

There are currently 47,419 active applications for the Public Housing Waiting List, which represents a decrease of 1.5% from last month.

Low-Income Public Housing			
	January	February	March
Waiting Lists	48,823	48,151	47,419
Vacancy Rate	6.5%	4.1%	3.3%
Rent Collection	93.2%	92.5%	95.9%
Unit Turnaround Time (Days)	80.3	74.0	81.0
Avg. Non-Emergency Work Order Days	2.27	3.03	2.35

HOUSING CHOICE VOUCHER PROGRAM

The HCV staff completed 1,347 annual re-examinations during March. The HCV department also completed 257 interims, 148 change of units (moves), 192 new admissions, and 58 portability move-in transactions. On March 31, 2022, 503 families were enrolled in the Family Self Sufficiency (FSS) program; 234 of the 503 (49%) families eligible for escrow currently have an FSS escrow balance. The PIH Information Center (PIC) reporting rate for the one-month period ending March 31, 2022 was 93%.

Voucher Programs			
	January	February	March
Households	18,591	18,621	18,557
ABA Utilization/Unit Utilization	89.7%/97.8%	91.0%/96.3%	91.2%/96.4%
Reporting Rate	89%	91%	93%
Annual Reexaminations Completed	755	1,134	1,347
HQS Inspections	1,642	2,424	2,425
Waitlist	20,770	20,770	18,270

PROPERTY MANAGEMENT SUMMARY

PMC	Vacancy						Unit Turnaround Time (YTD)					
	January		February		March		January		February		March	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	8.5	F	8.9	F	5.6	E	98.2	F	97.6	F	99.5	F
Lynd	0.5	A	0.5	A	0.0	A	48.6	E	42.4	E	34.4	D
J. Allen	10.5	F	3.0	B	1.9	A	94.1	F	82.0	F	68.8	F

PMC	Emergency Work Orders (Completed within 24 hours)						Routine Work Orders					
	January		February		March		January		February		March	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	100	A	100	A	100	A	2.1	A	2.2	A	2.5	A
Lynd	100	A	100	A	100	A	2.0	A	2.8	A	3.4	A
J. Allen	100	A	99	A	100	A	2.7	A	4.1	A	2.7	A

PMC	Rent Collection					
	January		February		March	
	%	Grade	%	Grade	%	Grade
Orion	92.7	D	99.7	A	94.1	C
Lynd	94.6	C	86.5	F	96.7	B
J. Allen	92.4	D	91.3	E	98.7	A

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

VACANCY RATE	Goal 2.0%	Actual 3.3%	<div>A 0 to 2</div> <div>B 2.1 to 3</div> <div>C 3.1 to 4</div> <div>D 4.1 to 5</div> <div>E 5.1 to 6</div> <div>F ≥6.1</div>
<p>This indicator examines the vacancy rate, a PHA's progress in reducing vacancies, and unit turnaround time. Implicit in this indicator is the adequacy of the PHA's system to track the duration of vacancies and unit turnaround, including down time, make ready time, and lease up time.</p>			
RENT COLLECTION (YTD)	Goal 98%	Actual 95.9%	<div>A 98 to 100</div> <div>B 96 to 97.9</div> <div>C 94 to 95.9</div> <div>D 92 to 93.9</div> <div>E 90 to 91.9</div> <div>F ≤89.9</div>
<p>This report examines the housing authority's ability to collect dwelling rent owed by residents in possession of units during the current fiscal year by measuring the balance of dwelling rents uncollected as a percentage of total dwelling rents to be collected.</p>			
EMERGENCY WORK ORDERS	Goal 100%	Actual 100%	<div>A 99 to 100</div> <div>B 98 to 98.9</div> <div>C 97 to 97.9</div> <div>D 96 to 96.9</div> <div>E 95 to 95.9</div> <div>F ≤94.9</div>
<p>This indicator examines the average number of days that it takes for an emergency work order to be completed. Emergency work orders are to be completed within 24 hours or less and must be tracked.</p>			
NON-EMERGENCY WORK ORDERS	Goal 3 Days	Actual 2.35 Days	<div>A ≤24</div> <div>B 25 to 30</div> <div>C 31 to 40</div> <div>D 41 to 50</div> <div>E 51 to 60</div> <div>F ≥61</div>
<p>This indicator examines the average number of days that it takes for a work order to be completed. Implicit in this indicator is the adequacy of HHA's work order system in terms of how HHA accounts for and controls its work orders and its timeliness in preparing/issuing work orders.</p>			
ANNUAL INSPECTIONS	Goal 100%	Actual 26.6%	<div>A 100</div> <div>B 97 to 99</div> <div>C 95 to 96.9</div> <div>D 93 to 94.9</div> <div>E 90 to 92.9</div> <div>F ≥89.9*</div>
<p>This indicator examines the percentage of units that HHA inspects on an annual basis in order to determine the short-term maintenance needs and long-term modernization needs. Implicit in this indicator is the adequacy of HHA's inspection program in terms of the quality of HHA's inspections, and how HHA tracks both inspections and needed repairs.</p>			
<p>*PMC's have discretional authority to select how many units to inspect each month, so long as all inspections are completed by September.</p>			

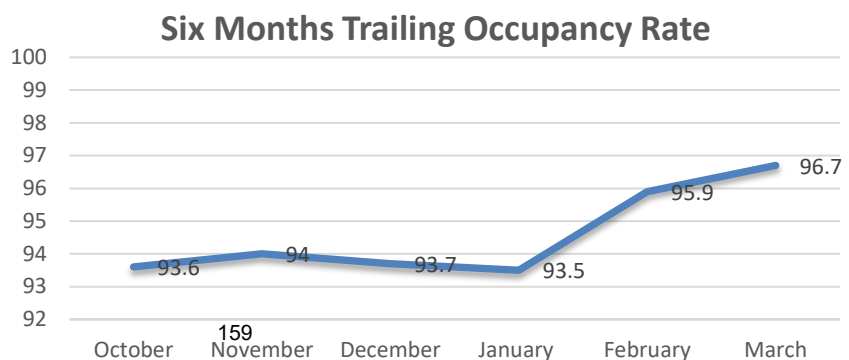
VACANCY RATE AND TURNAROUND DAYS

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	235	35	87.0%	F	8,339	47	177	F
Bellerive	J. Allen	210	0	210	204	6	97.1%	B	2,080	42	50	E
Clayton Homes	J. Allen	112	231	65	65	0	100.0%	A	16,074	232	69	F
Cuney Homes	Orion	553	0	553	491	62	88.8%	F	18,882	165	114	F
Ewing	Orion	40	0	40	40	0	100.0%	A	131	5	26	C
Forest Green	J. Allen	100	84	16	16	0	100.0%	A	9,240	84	110	F
Fulton Village	Lynd	108	0	108	108	0	100.0%	A	126	5	25	B
Heatherbrook	Lynd	53	0	53	53	0	100.0%	A	115	8	14	A
Historic Oaks of APV	Orion	222	0	222	192	30	86.5%	F	5,547	39	142	F
Independence Heights	Orion	36	0	36	36	0	100.0%	A	47	1	47	E
Irvinton Village	J. Allen	318	10	308	302	6	98.1%	A	5,134	93	55	F
Kelly Village	J. Allen	270	0	270	261	9	96.7%	C	2,768	78	35	D
Kennedy Place	Orion	108	0	108	108	0	100.0%	A	308	14	22	B
Lincoln Park	Orion	200	0	200	192	8	96.0%	C	1,993	75	27	C
Lyerly	J. Allen	199	0	199	193	6	97.0%	B	3,019	28	108	F
Oxford Place	Orion	230	19	211	204	7	96.7%	C	5,827	67	87	F
Sweetwater	Lynd	26	0	26	26	0	100.0%	A	343	4	86	F
Totals		3,247	352	2,895	2,726	169	96.7%	C	79,973	987	81	F

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	521	19	27	C
Telephone Road	Tarantino	200	153	47	47	0	100.0%	A	13,313	46	289	F
Totals		300	153	147	146	1	99.5%	A	13,834	65	213	F

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
Totals		140	0	140	122	18	87.1%	F	0	0	0	A

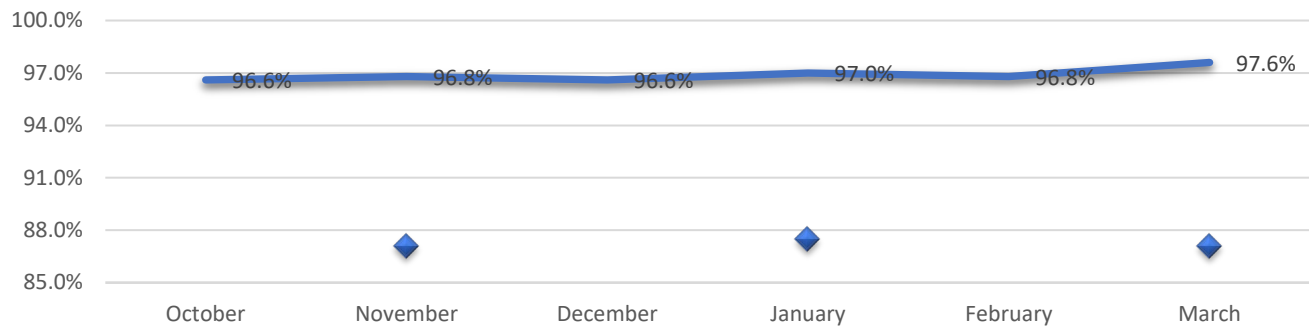
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
A	98 to 100	1 to 20
B	97 to 97.9	21 to 25
C	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≥93.9	≥51



TAX CREDIT APARTMENT LEASING/OCCUPANCY INFORMATION

Property	Property Manager	Total Units	Public Housing Units	Tax Credit Units	Market Units	Vacant Units	Occupied (%)
2100 Memorial	*CURRENTLY BEING REDEVELOPED						
Heatherbrook	Lynd	176	53	87	36	0	100.0%
Mansions at Turkey Creek	Orion	252	0	252	0	4	98.4%
Independence Heights	Orion	154	36	118	0	0	100.0%
Peninsula Park	Orion	280	0	280	0	1	99.6%
Pinnacle at Wilcrest	Embrey	250	0	250	0	5	98.0%
Sweetwater Point	Lynd	260	26	234	0	15	94.2%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	12	95.1%
Willow Park	Embrey	260	0	260	0	0	100.0%
PH-LIHTC							
Fulton Village	Lynd	108	108		0	0	100.0%
HOAPV	Orion	222	66	156	0	30	86.5%
Lincoln Park	Orion	250	200		50	0	100.0%
Oxford Place	Orion	250	230		20	1	99.6%
TOTALS		2,706	719	1881	106	68	97.6%
RAD-PBV							
Victory-HRI	Orion	140	140		0	18	87.1%
TOTAL		140	140	0	1,881	18	87.1%

6 Month Trailing Occupancy Rate



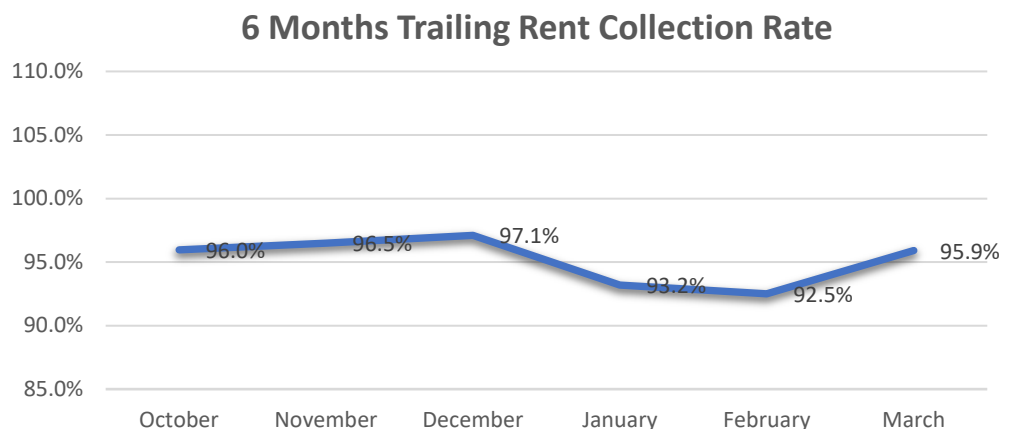
RENT COLLECTION

Low-Income Public Housing Development	PMC	Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Allen Parkway Village	Orion	\$105,049	\$89,173	84.89%	F	\$313,903	\$290,823	92.65%	D
Bellerive	J. Allen	\$51,377	\$51,375	100.00%	A	\$156,428	\$156,413	99.99%	A
Clayton Homes	J. Allen	\$21,755	\$21,755	100.00%	A	\$68,143	\$63,122	92.63%	D
Cuney Homes	Orion	\$156,476	\$156,476	100.00%	A	\$459,677	\$441,436	96.03%	B
Ewing	Orion	\$8,898	\$8,898	100.00%	A	\$25,509	\$25,504	99.98%	A
Forest Green	J. Allen	\$5,316	\$4,377	82.34%	F	\$16,037	\$13,401	83.56%	F
Fulton Village	Lynd	\$30,158	\$28,782	95.44%	C	\$92,892	\$87,654	94.36%	C
Heatherbrook Apts.	Lynd	\$13,051	\$12,813	98.18%	A	\$38,174	\$37,932	99.37%	A
Historic Oaks of APV	Orion	\$52,772	\$48,795	92.46%	D	\$160,105	\$156,128	97.52%	B
Independence	Orion	\$5,400	\$3,964	73.42%	F	\$16,002	\$11,834	73.95%	F
Irvinton Village	J. Allen	\$77,534	\$77,534	100.00%	A	\$235,930	\$204,630	86.73%	F
Kelly Village	J. Allen	\$59,643	\$57,575	96.53%	B	\$176,846	\$169,495	95.84%	C
Kennedy Place	Orion	\$41,269	\$37,560	91.01%	E	\$129,520	\$123,481	95.34%	C
Lincoln Park	Orion	\$38,216	\$37,266	97.51%	B	\$117,399	\$114,641	97.65%	B
Lyerly	J. Allen	\$51,732	\$51,248	99.06%	A	\$152,427	\$151,488	99.38%	A
Oxford Place	Orion	\$33,873	\$33,873	100.00%	A	\$107,703	\$100,071	92.91%	D
Sweetwater	Lynd	\$6,187	\$6,187	100.00%	A	\$16,908	\$11,516	68.11%	F
Totals		\$758,706	\$727,650	95.91%	C	\$2,283,603	\$2,159,568	94.57%	C

Section 8 New Construction Development		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$19,122	\$18,515	96.83%	B	\$57,503	\$55,614	96.71%	B
Telephone Road	Tarantino	\$12,831	\$12,831	100.00%	A	\$40,491	\$40,392	99.76%	A
Totals		\$31,953	\$31,346	98.10%	A	\$97,994	\$96,006	97.97%	A

RAD-PBV		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Victory-HRI	Orion	\$87,196	\$86,195	98.85%	A	\$256,770	\$255,769	99.61%	A
Totals		\$87,196	\$86,195	100.00%	A	\$256,770	\$255,769	99.61%	A

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	41	41	100.0%	A
Bellerive	J. Allen	32	32	100.0%	A
Clayton Homes	J. Allen	2	2	100.0%	A
Cuney Homes	Orion	157	157	100.0%	A
Ewing	Orion	0	0	N/A	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	20	20	100.0%	A
Independence Heights	Orion	0	0	N/A	A
Irvinton Village	J. Allen	24	24	100.0%	A
Kelly Village	J. Allen	0	0	N/A	A
Kennedy Place	Orion	18	18	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		307	307	100.0%	A

Section 8 New Construction Development		Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Long Drive	Tarantino	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

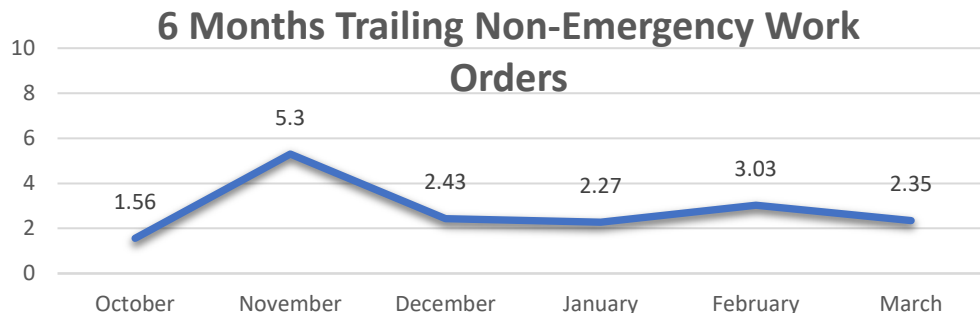
NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Work Orders Generated	Average Completion Time (Days)	Grade
Allen Parkway Village	Orion	89	4.79	A
Bellerive	J. Allen	225	1.00	A
Clayton Homes	J. Allen	36	1.58	A
Cuney Homes	Orion	159	1.64	A
Ewing	Orion	17	2.50	A
Forest Green	J. Allen	22	3.27	A
Fulton Village	Lynd	0	0.00	A
Heatherbrook Apartments	Lynd	42	3.38	A
Historic Oaks of APV	Orion	37	4.27	A
Independence Heights	Orion	0	0.00	A
Irvinton Village	J. Allen	151	4.57	A
Kelly Village	J. Allen	125	3.89	A
Kennedy Place	Orion	7	2.86	A
Lincoln Park	Orion	240	2.13	A
Lyerly	J. Allen	61	2.10	A
Oxford Place	Orion	53	1.96	A
Sweetwater	Lynd	0	0.00	A
Totals		1,264	2.35	A

Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	85	1.05	A
Telephone Road	Tarantino	3	2.00	A
Totals		88	1.53	A

RAD-PBV		Work Orders Generated	Average Completion Time (Days)	Grade
Victory-HRI	Orion	7	0.00	A
Totals		7	0.00	A

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



ANNUAL INSPECTIONS

Low-Income Public Housing Development	PMC	YTD Inspections Due	YTD Inspections Performed	Percentage Complete	Grade
Bellerive	J. Allen	210	0	0.0%	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	108	100.0%	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
Totals		3,051	813	26.6%	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
Totals		300	0	0.0%	A

RAD-PBV	PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Victory-HRI	Orion	140	140	100.0%	A
Totals		140	140	100.0%	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 30th to complete all required inspections. Therefore, PMC's have the discretion of deciding how many inspections they want to perform each month.

HOUSING CHOICE VOUCHER HUD-GRADED SEMAP INDICATORS

			Score	Performance
ANNUAL REEXAMINATIONS REPORTING RATE	Goal 96%	Actual 93%	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
CORRECT TENANT RENT CALCULATIONS	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
PRECONTRACT HQS INSPECTIONS	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
FSS ENROLLMENT	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; 503 families are currently enrolled.			8	60 to 79
			5	≤59
FSS ESCROW	Goal 30%	Actual 49%	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. 503 families participate in the FSS program. 234 of the 503 (49%) families eligible for escrow currently have an FSS escrow balance.			5	≤29

REAL ESTATE, INVESTMENT, AND DEVELOPMENT

APRIL 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 – Waiting on City of Houston Permitting Approval. Construction start estimated in May 2022.
 - Bellerive Roof – Construction contract executed and product submittals are currently being reviewed by our consultants.
 - Heatherbrook & Sweetwater – RAD Conversions ongoing.
 - Sweetwater conversion has been delayed due to bank reviews;
 - Heatherbrook - scope and budget has been finalized and we are working to complete documentation of the critical repairs scope with the architect.

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.
- West Dallas: The property is under construction.
- Waterworks Highline: The property is under construction.
- Summer Street: The property will soon be under construction.
- Smart Living at West 12th: The property is under construction.
- Ridgecrest: The property is under construction.
- Kelly II: In December of 2020, we closed on all the lots owned by 5th ward except for lot 6. We continue to work with 5th 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

APRIL 2022

HHHA'S PROCUREMENT DEPT.

Type	Solicitation #	Status	Department(s)	Description	Advertisement Date	Due Date
IFB	22-10	Open	REID	Exterior Repairs of Bellerive Senior Living Building	2-28-22	4-20-22
RFP	22-11	Open	Legal	Comprehensive Legal Services	3-20-22	4-26-22

OPERATING STATEMENTS: 2 MONTHS ENDING FEBRUARY 28, 2022

Central Office	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income				
Total Operating Income	6,558,151	1,093,025	1,122,865	29,840
Operating Expenses				
Salaries and Benefits	4,176,557	696,093	608,052	88,041
Facilities and Other Administrative Expenses	1,978,715	329,786	315,920	13,866
Total Central Office Expenses	6,155,272	1,025,879	923,972	101,907
Surplus/(Use) of Business Activities Funds for COCC	402,879	67,147	198,893	131,747

Housing Choice Voucher Program	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Administrative Operating Income				
Total Operating Income	13,565,160	2,260,860	2,326,984	66,124
Operating Expenses				
Salaries and Benefits	7,028,110	1,171,352	1,049,950	121,402
Administrative Expenses	2,244,362	374,060	336,095	37,965
COCC-Management Fees	4,047,449	674,575	694,845	(20,270)
Total Operating Costs Expenses	13,319,921	2,219,987	2,080,890	139,097
Cash Flow (Deficit) from Operations	245,239	40,873	246,094	205,221
Housing Assistance Payments (HAP)				
Housing Assistance Payment Subsidy	160,000,000	26,666,667	26,862,233	195,566
Investment Income on HAP Reserves	0	0	0	0
Housing Assistance Payments	160,000,000	26,666,667	26,691,391	(24,724)
HAP Current Year Excess (Use)	0	0	170,842	170,842

OPERATING STATEMENTS: 2 MONTHS ENDING FEBRUARY 28, 2022

Affordable Housing Rental Programs	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income				
HUD Subsidy - Low Rent Housing	14,530,520	2,421,753	2,436,928	15,175
Tenant Rental Income	16,961,004	2,826,834	2,888,524	61,690
Other Income	250,000	41,667	33,194	(8,473)
Total Operating Income	31,741,524	5,290,254	5,358,646	68,392
Operating Expenses				
Administrative Expenses	9,849,695	1,641,616	1,367,512	274,104
Tenant Services	583,080	97,180	43,601	53,579
Utilities	3,867,052	644,509	620,126	24,383
Maintenance	9,650,050	1,608,342	1,256,653	351,689
Protective Services	1,975,735	329,289	304,241	25,048
Insurance Expense	2,312,660	385,443	366,274	19,169
Other General Expense	351,252	58,542	49,401	9,141
Total Routine Operating Expenses	28,589,524	4,764,921	4,007,808	757,113
Net Income from Operations	3,152,000	525,333	1,350,838	825,505
Non-Routine Maintenance	4,000,000	666,667	363,914	302,753
Debt Service	1,416,350	236,058	227,902	8,156
Debt Service- ESCO	709,688	118,281	113,504	4,777
Cash Flow from Operations	(2,974,038)	(495,673)	645,518	1,141,191
Funds from Capital Funds	4,000,000	666,667	363,914	(302,753)
Cash Flow (Deficit) from Operations	1,025,962	170,994	1,009,432	838,438




OPERATING STATEMENTS: 2 MONTHS ENDING FEBRUARY 28, 2022

SECTION 8 – NEW CONSTRUCTION	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income				
HUD Subsidy – Section 8 New Construction	1,268,551	211,425	224,372	12,947
Tenant Rental Income	482,712	80,452	66,730	(13,722)
Other Income	100	17	0	(17)
Total Operating Income	1,751,363	291,894	291,102	(792)
Operating Expenses				
Administrative Expenses	590,193	98,366	83,681	14,685
Tenant Services	15,215	2,536	2,375	161
Utilities	186,192	31,032	23,444	7,588
Maintenance	434,073	72,346	45,394	26,952
Protective Services	73,797	12,300	11,691	609
Insurance Expense	55,604	9,267	9,114	153
Other General Expense	25,000	4,167	2,145	2,022
Total Routine Operating Expenses	1,380,074	230,012	177,844	52,168
Net Income from Operations	371,289	61,882	113,258	51,377
Non-Routine Maintenance	125,000	20,833	0	20,833
Debt Service	0	0	0	0
	0	0	0	0
Cash Flow (Deficit) from Operations	246,289	41,048	113,258	72,210

OPERATING STATEMENTS: 2 MONTHS ENDING FEBRUARY 28, 2022

RAD PROPERTIES	Annual Budget 2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income				
HUD Subsidy - Low Rent Housing	845,000	140,833	128,976	(11,857)
Tenant Rental Income	262,000	43,667	42,687	(980)
Other Income	4,065	678	582	(96)
Total Operating Income	1,111,065	185,178	172,245	(12,933)
Operating Expenses				
Administrative Expenses	253,311	42,219	40,382	1,837
Tenant Services	65,688	10,948	9,360	1,588
Utilities	109,938	18,323	16,940	1,383
Maintenance	447,270	74,545	41,297	33,248
Protective Services	35,217	5,870	5,805	65
Insurance Expense	116,211	19,369	19,149	220
Other General Expense	25,000	4,167	3,347	820
Total Routine Operating Expenses	1,052,635	175,439	136,280	39,159
Net Income from Operations	58,430	9,738	35,965	26,227
Non-Routine Maintenance	275,000	45,833	0	45,833
Debt Service	12,000	2,000	2,000	0
Funds from Replacement Reserve	275,000	45,833	0	(45,833)
	0	0	0	0
Cash Flow (Deficit) from Operations	46,430	7,738	33,965	26,227

MAY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 National Lemonade Day 	2 8 AM- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @ Heatherbrook/Sweetwater (Everyday- Monday-Friday) 10 AM- Jobs Plus Orientation @ Oxford 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney (Everyday- Monday-Friday)	3 8 AM- JP WFS @ Oxford 1 PM- JP/WFS Youth Services Seminar @ Oxford 3PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	4 8 AM- JP WFS @ Oxford 10 AM- Jobs Plus Orientation @ Oxford 10 AM- FSS Recruitment Orientation via a /Zoom 11 AM- Mother's Day Lunch & Learn @ Fulton & 2 PM- Mother's Day Lunch & Learn @ HOAPV 4 PM- Tenant Relations Listening Session @ Ewing	5 8 AM- JP WFS @ Oxford 10 AM- The Alliance Banking Workshop @ Oxford 2 PM- Mother's Day Lunch & Learn @ Bellerive	6 8 AM- JP WFS @Oxford 10 AM- JP Orientation/Cake & Conversation @ Oxford 1 PM- Jobs Plus HCPL Get Connected @ Oxford	7 1 PM- YMCA Afterschool Recruit Enrollment Walk
8 Mother's Day 	9 8 AM- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @Heatherbrook/Sweetwater (Everyday- Monday-Friday) 10 AM- Jobs Plus Orientation @ Oxford 2 PM- Tenant Relations "More Money Monday" @ Cuney 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney (Everyday- Monday-Friday)	10 8 AM- JP WFS @ Oxford 1PM- JP/WFS Workshop Career Exploration @ Oxford 1 PM- Tenant Relations Meeting @ Lyerly	11 8 AM- JP WFS @ Oxford 10 AM- Jobs Plus Orientation @ Oxford 11 AM-- Focus on the FAM-ily @ Cuney Homes (Mom/Dad's Day) 12 PM- Tenant Relations Housekeeping 101 @ Heatherbrook 3 PM- Tenant Relations Meeting @ HOAPV 3 PM- Tenant Relations Listening Session @ Kennedy	12 8 AM- JP WFS @ Oxford 10 AM- The Alliance Credit Workshop @ Oxford 11 AM- Mother's Day Lunch & Learn @ Irvinton Village 1 PM- Tenant Relations Meeting @ Bellerive	13 8 AM-- JP WFS @ Oxford 10 AM-- Jobs Plus Orientation/Cake & Conversation @ Oxford 1 PM-- AARP- Senior Registration @ Bellerive 1 PM-- HCPL Get Connected @ Kelly Village	14
15	16 8 AM- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @Heatherbrook/ Sweetwater (Everyday- Monday-Friday) 10 AM- Jobs Plus Orientation @ Oxford 3 PM- Tenant Relations Healthy Homes @ Cuney 3 PM- Healthy Homes @ Cuney Homes 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday)	17 8 AM- JP WFS @ Oxford 1 PM- JP/WFS Workshop Job Readiness @ Oxford	18 8 AM- JP WFS @ Oxford 10 AM- Jobs Plus Orientation @ Oxford 10 AM- FSS Recruitment Orientation (Via Zoom) 12 PM- Tenant Relations Housekeeping 101 @ Irvinton 1 PM- Tenant Relations Senior Wellness @ Kennedy 1 PM- UHC Community Resource Fair @ HOAPV 3:30 PM- Tenant Relations Wellness Fair @ Kennedy	19 8 AM- JP WFS @ Oxford 10 AM- The Alliance Budgeting Workshop @ Oxford Place 12 PM- Tenant Relations Housekeeping 101 @ Fulton 2 PM- Tenant Relations New Tenant Orientation @ Cuney 5 PM- Tenant Relations Housekeeping 101 @ Forest Green	20 8 AM- JP @ Oxford 10 AM- Jobs Plus Orientation /Cake & Conversation @ Oxford	21 9 AM- TSU/Verizon STEM CAMP (Virtual)
22	23 8 AM- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle@ Heatherbrook/ Sweetwater (Everyday- Monday-Friday) 10 AM- Jobs Plus Orientation @ Oxford 3 PM- Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday) 3 PM- FAMILY Fun Day @ HOAPV	24 8 AM- JP WFS @ Oxford 1 PM- JP/WFS Workshop Youth Services Seminar @ Oxford 2 PM- Tenant Relations Housekeeping 101 @ Independence Heights 4 PM- Tenant Relations Housekeeping 101 @ Lincoln 5 PM- RC Monthly Meeting @ Oxford Place	25 8 AM- JP WFS @ Oxford 10 AM- Jobs Plus Orientation @ Oxford 4 PM- Tenant Relations Housekeeping 101 @ Oxford 5:30 PM- Cuney Homes Resident Council Meeting	26 8 AM- JP WFS @ Oxford 10 AM- The Alliance Savings Workshop @ Oxford 3 P.M. Senior Bingo Bash @ Bellerive	27 8 AM- JP WFS @ Oxford 10 AM- Jobs Plus Orientation/ @ Oxford 3 PM- YMCA Afterschool Prog. @ Cuney Homes	28 12 PM- HHA's Jobs Plus Career Fair @ Oxford Place
29	30 Memorial Day Holiday Agency Closure 	31 8 AM- JP WFS @ Oxford 9 AM- Rainbow Senior Circle @Heather brook/ Sweetwater 1 PM- JP/WFS Workshop Resume & Interview Skills @ Oxford 3 PM- Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford Place & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday)				