



HOUSTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
June 14, 2022
3:00 P.M.

Clayton Homes
1919 Runnels
Houston, TX 77003



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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, June 14, 2022

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

BOARD OF COMMISSIONERS MEETING
TUESDAY, JUNE 14, 2022
3:15 PM
CLAYTON HOMES
1919 RUNNELS, Houston, TX 77003

AGENDA

- I. Call to Order
- II. Roll Call
- III. Introduction of a Spanish interpreter.
- IV. Approval of the May 17, 2022 Houston Housing Authority Board Meeting Minutes
- V. President’s Report
- VI. Public Comments (To Make Comments during the Public Comments Section – Please add your name to the sign-in sheet when you enter the Board Meeting)
- VII. Public Hearing for Development of CAROLINE AT MEMORIAL (To Make Comments during the Public Hearing – 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 PEARL GREENWAY APARTMENTS (To 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 METRO MIDTOWN (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 PROSE SOUTH MAIN (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- XI. New Business

Resolution No. 3450: Consideration and/or take action to authorize the President & CEO or designee to increase the contract amount for Adjusters International for the Hurricane Harvey Public Assistance Disaster Recovery program

Resolution No. 3451: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Human Capital Initiatives, LLC, for Human Resources Consultant services.

Resolution No. 3452: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Arthur J. Gallagher for Human Resources Analytics Consultant Services.

Resolution No. 3453: Consideration and/or take action to authorize the President & CEO or designee to approve Victory Street Public Facility Corporation's Issuance, Sale, and Delivery of its Multifamily Housing Revenue Bonds (800 Middle), Series 2022A and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B.

Resolution No. 3454: Consideration and/or take actions to authorize the President & CEO or designee to take such actions necessary or convenient to facilitate the development of a 398-unit affordable housing development known as 800 Middle at 800 Middle St., and the execution of all required documents.

Resolution No. 3455: Consideration and/ or take action to authorize the President & CEO or designee to take such action to facilitate the development and rehabilitation of the Allen Parkway Village Apartments.

Resolution No. 3456: Consideration and/or take action to authorize the President & CEO or designee to take such to facilitate the development and rehabilitation of the Historic Oaks of Allen Parkway Village.

Resolution No. 3457: Consideration and/or take action to authorize the President & CEO or designee to take such action to approve HHA Fountainview PFC's Issuance, Sale, and Delivery of its Multifamily Housing Governmental Notes (Allen Parkway Village Apartments), Series 2022A and 2022B.

Resolution No. 3458: Consideration and/or take action to authorize the President & CEO or designee to take such action to approve HHA Fountainview PFC's Issuance, Sale, and Delivery of its Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village), Series 2022A and 2022B.

XII. 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. 3459: 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 Pearl Greenway Apartments located at 3788 Richmond Avenue, Houston, Texas 77046, and the execution of all required documents therefor.

Resolution No. 3460: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at or about 15635 Memorial Dr., Houston, Texas 77079, the construction and development of the 334-unit Caroline at Memorial thereupon, and the execution of all required documents therefor.

Resolution No. 3461: 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 Prose South Main located at 12111 Main St., Houston, Texas, 77035, and the execution of all required documents therefor.

Resolution No. 3462: 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 Metro Midtown located at 2350 Bagby Street, Houston, Texas, 77006, and the execution of all required documents therefor.

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

XIV. 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, May 17, 2022

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, May 17, 2022, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

Chair Snowden called the meeting to order at 3:15 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. 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
 Stephanie A.G. Ballard, Commissioner
 Dr. Max A. Miller, Jr., Commissioner
 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 April 19, 2022, Board of Commissioners meeting minutes. He asked for a motion to adopt the April 19, 2022 meeting minutes.

Commissioner Thomas moved to adopt the April 19, 2022, Board of Commissioners meeting minutes. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to the April 19, 2022 Board of Commissioners meeting minutes. Having none, the minutes have been approved.

PRESIDENT’S REPORT

President Northern stated we have had resident meetings at Kelly Village, HOAPV/APV, Bellerive Sr. Hi-Rise. Others are currently being scheduled. We also had the 2100 Memorial Groundbreaking on May 17. It was a great event with our commissioners, Mayor Turner, HUD and other Houston City Officials. I was recently appointed to The Way Home Steering Committee for the Coalition to the Homeless which is a very important partner with HHA.

PUBLIC COMMENTS

Chair Snowden stated speakers will be allowed three (3) minutes for public comments. Speakers will only be allowed to speak once. I will inform you when your three minutes have expired. The Board will generally not provide responses to the comments or answer any questions. However, HHA residents making comments are encouraged to clearly state their name and the property where you reside. We will have someone from the property management team or from our staff, to reach out to you directly regarding any issue or concern you may have

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

C: Jamie Allen resides in Spring, TX 77373, has expressed concerns about her Landlord.

C: Ewing resident, Ms. Stacy Abston, concerned about her family's safety and had submitted a request for an Emergency Transfer but was denied twice.

C: Ewing resident, Mr. Willie Lockett, reported that he submitted a Reasonable Accommodation request to move to a downstairs unit and he has not received any notification to move.

C: Landlord, Mr. Samuel Kiteka regarding tenant preventing his contractors from making repairs and as a result of those actions, was not in compliance with the rules and housing stopped making payments.

C: Brenda Lackey-Carter has expressed concerns as to the reasons why her rental assistance was terminated.

PUBLIC HEARING FOR DEVELOPMENT OF BIRCHWAY PERRY ROAD APARTMENTS

Chair Snowden stated the Public Hearing is now open for comments. If there is an individual of the public who wishes to comment on BIRCHWAY PERRY ROAD APARTMENTS 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.

PUBLIC HEARING FOR DEVELOPMENT OF BARKER OAKS APARTMENTS

Chair Snowden stated the Public Hearing is now open for comments. If there is an individual of the public who wishes to comment on BARKER OAKS APARTMENTS 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.

PUBLIC HEARING FOR ACQUISITION, LEASE, AND OPERATION OF THE AVENUE R APARTMENTS

Chair Snowden stated the Public Hearing is now open for comments. If there is an individual of the public who wishes to comment on THE AVENUE R APARTMENTS 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.

PUBLIC HEARING FOR ACQUISITION, LEASE, AND OPERATION OF THE AMALFI AT HERMANN PARK APARTMENTS

Chair Snowden stated the Public Hearing is now open for comments. If there is an individual of the public who wishes to comment on THE ALMALFI AT HERMANN PARK APARTMENTS 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.

“PUBLIC HEARING FOR ACQUISITION, LEASE, AND OPERATION OF THE ESPLANADE AT HERMANN PARK APARTMENTS”

Chair Snowden stated the Public Hearing is now open for comments. If there is an individual of the public who wishes to comment on THE ESPLANADE AT HERMANN PARK APARTMENTS 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.

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

NEW BUSINESS

Resolution No. 3441: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with RTC Restoration & Glass, Inc. to repair exterior walls at Bellerive Senior Living Apartments.

Secretary Northern stated that Resolution No. 3441 will be presented by Diana Dmitriyeva, Capital Funds Project Manager.

Ms. Dmitriyeva stated the Resolution No. 3441 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 RTC Restoration & Glass, Inc. to repair exterior walls at Bellerive Senior Living Apartments in an amount not to exceed \$394,232.48 pursuant to the memorandum from Jay Mason, Interim Director of REID dated May 3, 2022, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3441.

Chair Snowden stated the Board has heard the resolution presented by Ms. Dmitriyeva and asked for a motion to adopt Resolution No. 3441.

Commissioner Thomas moved to approve Resolution No. 3441. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3441. Having none, Resolution No. 3441 is adopted.

Resolution No. 3442: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with McKenna Contracting, Inc., to remove existing and furnish/install new playground equipment at Irvinton Village and Kelly Village apartments.

Ms. Dmitriyeva stated Resolution No. 3442 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 McKenna Contracting, Inc., to remove existing and furnish/install new playground equipment

at Irvinton Village and Kelly Village apartments in an amount not to exceed \$332,777.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated May 3, 2022, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3442.

Chair Snowden stated the Board has heard the resolution presented by Ms. Dmitriyeva and asked for a motion to adopt Resolution No. 3442.

Commissioner Miller moved to approve Resolution No. 3442. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3442. Having none, Resolution No. 3442 is adopted.

Resolution No. 3443: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Praxis Consulting Group, LLC., to provide development finance consulting services for but not limited to tax credit projects and Rental Assistance Demonstration (RAD) transactions, at several properties across the Houston Housing Authority's portfolio.

Secretary Northern stated that Resolution No. 3443 will be presented by Mike Rogers, VP of Fiscal and Business Operations.

Mr. Rogers stated Resolution No. 3443 states 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 Praxis Consulting Group, LLC., to provide consulting services for development financing related to tax credit projects and Rental Assistance Demonstration, (RAD) transactions at several properties across the Houston Housing Authority's portfolio, for an amount not to exceed \$200,000.00 per year, for a period of performance for two (2) year term with a 1-year option to extend pursuant to the memorandum from Jay Mason, Interim Director, REID dated May 2, 2022, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3443.

Chair Snowden stated the Board has heard the resolution presented by Mr. Rogers and asked for a motion to adopt Resolution No. 3443.

Commissioner Kirkendoll moved to approve Resolution No. 3443. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3443. Having none, Resolution No. 3443 is adopted.

Resolution No. 3444: Consideration and/or take actions to authorize the President & CEO or designee to take such actions necessary or convenient to facilitate the conversion of 26 public housing units within the Sweetwater Point Apartments to units receiving project-based vouchers through HUD's Rental Assistance Demonstration program and the execution of all required documents therefor.

Mr. Mike Rogers stated Resolution No. 3444 states That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to (a) facilitate the conversion of 26 public housing units at that certain affordable housing development located at 7909 S. Sam Houston Pkwy East, Houston, Texas, known as the Sweetwater Point Apartments to units receiving project-based vouchers through HUD's Rental Assistance Demonstration program; and (b) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Jay Mason, Interim Director of REID dated May 5, 2022, to David A. Northern, Sr., President & CEO.

The 26 public housing units that are being converted to RAD represents 10% of the total public property. The other 90% of the units are existing LIHTC units converting them to the RAD unit will actually enhance the overall economic performance of this property. Accordingly, staff recommends the Board adopt Resolution No. 3444.

Chair Snowden stated the Board has heard the resolution presented by Mr. Rogers and asked for a motion to adopt Resolution No. 3444.

Commissioner Kirkendoll moved to approve Resolution No. 3444. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3444. Having none, Resolution No. 3444 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, May 17, 2022 at 3:50 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 4:10 p.m.

Secretary Northern called the roll and declared a quorum present.

NEW BUSINESS continued...

Resolution No. 3445: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at 2250 Barker Oaks Dr., Houston, Texas 77077, the construction and development of the 280-unit Barker Oaks Apartments thereupon, and the execution of all required documents therefor.

Resolution No. 3446: 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 Amalfi at Hermann Park Apartments located at 3 Hermann Museum Circle, Houston, Texas 77004, and the execution of all required documents therefor.

Resolution No. 3447: 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 Avenue R Apartments located at 5455 Richmond Avenue, Houston, Texas 77056, and the execution of all required documents therefor.

Resolution No. 3448: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition of that certain parcel of land located at or about 13611 Perry Road, Houston, Texas 77070, the construction and development of the 462-unit Birchway Perry Road thereupon, and the execution of all required documents therefor.

Resolution No. 3449: 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 Esplanade at Hermann Park Apartments located at 3 Hermann Museum Circle, Houston, Texas 77004, and the execution of all required documents therefor.

Chair Snowden stated, at this time I would like to entertain a motion to adopt the following resolutions as a group: Resolution Nos. 3445, 3446, 3447, 3448, and 3449.

Commissioner Cooksey moved to approve Resolution Nos. 3445, 3446, 3447, 3448, and 3449. Commissioner Kirkendoll seconded the motion.

President Snowden asked if there is any discussion or objection to the approval of Resolutions 3445, 3446, 3447, 3448, and 3449 as a group.

Having none, Resolution Nos. 3445, 3446, 3447, 3448, and 3449 have been approved.

ADJOURNMENT

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

Chair Snowden declared the meeting adjourned at 4:17p.m.

**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, MAY 17, 2022
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, May 17, 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

C: Jamie Allen resides in Spring, TX 77373, has expressed concerns about her Landlord.

R: *Ms. Allen is in the move process, her voucher was issued on January 12, 2022. Ms. Allen has selected a unit at Independence Heights, 302 Crosstimbers Dr. #8308, which is currently in the inspections process. Ms. Allen’s landlord also alleges violations, which were reported to our call center, but has so far been unresponsive to requests for additional information.*

C: Ewing resident, Ms. Stacy Abston, concerned about her family’s safety and had submitted a request for an Emergency Transfer but was denied twice.

R: *Based on HHA’s records, Ms. Abston submitted two VAWA transfer requests in January 2022. Ms. Abston requests were denied because she did not meet the transfer requirements, as VAWA provides protection to individuals and/family victims of domestic violence, dating violence, sexual assault, and stalking across HUD’s core housing and homelessness programs. In March 2022, Ms. Abston was offered an opportunity to transfer to Oxford Place Apartments, through HHA’s Incentive Transfer Program. The Director of Asset Management and Senior Operations Manager explained the eligibility of the program and advised her that maintaining an employment was essential to this transfer offer. Prior to the completion of the PMC Compliance approval, Ms. Abston resigned from her position and as a result she no longer qualified for the Incentive Transfer. Units are preleased to reduce vacancies, therefore the unit at Oxford was leased to the next waiting list applicant that met eligibility. In April 2022, Ms. Abston was later offered a unit, at Irvinton Village, under an Emergency Transfer and she declined the offer. The Senior Operations Manager has been working with Ms. Abston to identify housing that support her family composition and ensure safety. On May 18, 2022, Ms. Abston was offered housing at Lincoln Park Apartments. Initially she was uncertain if she would accept the unit, however her father intervened and she accepted the unit. Ms. Abston has accepted the unit at Lincoln Park and is scheduled to move in Friday, May 31, 2022.*

C: Ewing resident, Mr. Willie Lockett, reported that he submitted a Reasonable Accommodation request to move to a downstairs unit and he has not received any notification to move.

R: On July 14, 2020 Mr. Lockett's Reasonable Accommodation Transfer was approved and his family was added to the Transfer Waiting List. Based on Mr. Lockett's Reasonable Accommodation request, family composition, and unit availability HHA has not provided an offer to transfer. Mr. Lockett is in position 17 on the Reasonable Accommodation Transfer List. However, on May 17, 2022, Mr. Lockett advised PHO that he and his wife were caring for an elderly family member housed at another HHA site. Mr. Lockett has requested to consolidate the family to one unit so that he and his wife could properly care for the elderly family member. PHO has made an attempt to contact the elderly family member to determine if he is in agreement with the request. PHO will visit with the tenants this month to evaluate the family's request and determine their interest to proceed in merging two households.

C: Landlord, Mr. Samuel Kiteka regarding tenant preventing his contractors from making repairs and as a result of those actions, was not in compliance with the rules so housing stopped making payments.

R: On August 6, 2021, HHA sent the owner HHA's Failed Owner Self-certification (FOSC) letter with a due date of August 30, 2021. Mr. Kiteka stated he never received the letter from the owner, and it should have been sent to him, not the owner. HHA's Elite software defaults to the property owner of record.

The HCVP participant provided me the documentation where she informed Mr. Kiteka on August 30, 2021, the unit failed inspection on July 21, 2021, and he needed to complete a self-certification. Mr. Kiteka first claimed this conversation never happened, then later today reported Ms. Cooper forwarded him the text this morning.

The HCVP participant reported not allowing Mr. Kiteka's electrician and drywall repairman in the unit due to standing water in the unit.

On September 8, 2021, staff sent Mr. Kiteka the Failed Owner Self-certification (FOSC) letter with a return date of September 29, 2021, via email and released September and October 2021 HAP, Mr. Kiteka stated he never received the email.

Mr. Kiteka mentioned receiving an email on November 16, 2021, from HHA staff informing him the FOSC needs to be completed and returned to HHA. Mr. Kiteka indicated he scheduled an appointment with Ms. Copper to correct the cited deficiencies and upon arrival Ms. Cooper would not allow him and his repairmen entry to the unit. FOSC still has not been received.

As the Board meeting, Mr. Kiteka reported the repairs have not been completed. Mr. Kiteka was informed, HHA is not permitted to release payment due to the cited HQS deficiencies not being corrected. Mr. Kiteka reported he will continue his pursue for payment.

C: Brenda Lackey-Carter has expressed concerns as to the reasons why her rental assistance was terminated.

R: Ms. Lackey-Carter's rental assistance was terminated effective July 31, 2021 for not submitting her recertification packet after two attempts:

- March 2, 2021, due March 11, 2021
- March 14, 2021, due March, 24, 2021

On October 8, 2021, Ms. Lackey-Carter stated she has been emailing HHA to get her documents sent to her mailing address instead of the physical address and claims never receiving the packets nor did she receive the termination letter. HHA sent another request for Ms. Lackey-Carter to submit her recertification packet by October 18, 2021 which was not received by HHA.

On October 14, 2021, Ms. Lackey-Carter's request for a Hearing was denied due to HHA staff withdrawing the termination due to previous requests were sent to her unit address and not mailing address.

To fully reinstate Ms. Lackey-Carter, HHA needs to obtain her recertification packet. Team 3 supervisor, Karen Coblentz has been assigned to work with Ms. Lackey-Carter in obtaining her recertification packet.

Ms. Coblentz called Ms. Lackey-Carter June 2, 2022 and left call back information.

Resolution No. 3450



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 for Adjusters International for the Hurricane Harvey Public Assistance Disaster Recovery program

2. Date of Board Meeting: June 14, 2022**3. Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to increase the contract amount by \$100,000 for Adjusters International to continue FEMA Hurricane Harvey Public Assistance Disaster Recovery Program services, pursuant to the memorandum dated May 31, 2022, from Michael Rogers, Vice President Fiscal & Business Operations to David A. Northern, Sr. President & CEO

4. Department Head Approval

Signature

DocuSigned by:

Mike Rogers

6/8/2022

3EC87AD4710742D

Date:

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

Funds Budgeted and Available ☒ Yes ☐ No Source Property Funds / Business Activity Funds

VP of FO Approval

Signature

DocuSigned by:

Mike Rogers

6/8/2022

3EC87AD4710742D

Date:

6. Approval of President & CEO

DocuSigned by:

David A. Northern Sr.

6/8/2022

Signature

Date:



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN SR., PRESIDENT & CEO
FROM: MICHAEL ROGERS, VICE PRESIDENT FISCAL & BUSINESS OPERATIONS
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO INCREASE THE CONTRACT AMOUNT FOR ADJUSTERS INTERNATIONAL FOR THE HURRICANE HARVEY PUBLIC ASSISTANCE DISASTER RECOVERY PROGRAM
DATE: MAY 31, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to Increase the contract amount for Adjusters International for the Hurricane Harvey Public Assistance Disaster Recovery program by \$100,000.

BACKGROUND:

Hurricane Harvey struck the Greater Houston area in late August 2017, causing significant damage to the housing portfolio of the Houston Housing Authority (HHA). To facilitate the recovery effort, HHA contracted with Adjusters International (AI).

Adjusters International (AI) was initially procured through Choice Partners Co-op as Program Manager for the emergency FEMA Category B phase on September 21, 2017.

The initial contract scope of work was \$90,000 and addressed oversight and documentation of FEMA emergency Category B Items.

This initial scope was expanded via Resolution 2932 at the November 2017 Board meeting. The contract was increased by \$650,000 for the Program Manager to facilitate FEMA Category A-G claims.

At the June 2018 Board meeting, Resolution 2974 increased the contract amount by \$315,000 to cover continuing efforts on the FEMA Category A – G claims.

- At the July 2019 Board meeting, Resolution 3066 increased the contract amount by \$275,000.
- At the May 2020 Board meeting, Resolution 3168 increased the contract amount by \$150,000.
- At the April 2021 Board meeting, Resolution 3261 increased the contract amount by \$200,000.

Subsequent to this most recent resolution, significant progress has been made to close out as many claims as possible and work through the cost verification audits being performed by the Texas Department of

Emergency Management (TDEM). The cost verification audits have been a tedious process as we utilized the management companies to assist with procurement and supervision of many of these projects as the REID department did not have adequate staff to handle all of the work in the aftermath of Harvey. In addition, the turnover of personnel within REID has compounded this work as many of the personnel involved in the work post-Harvey are no longer at HHA. With the assistance of Adjusters International, we have been able to close out some 63 projects for approximately \$20,000,000 in claims.

Of greater significance is the work Adjusters International provided in reviving the FEMA 428 funding.

A decision had been reached to deny our claims under this program, but with the guidance from Adjusters International, we were able to have that decision reversed and are now completing the mitigation planning called for under this FEMA 428 program.

There is work that remains on Mansions, Uvalde, 2100 Memorial, Clayton, Irvinton, and Sweetwater. This additional work will range from \$20 and \$38 million depending on the final design and cost of the ongoing work.

As a result of this additional work, there is a need to expand the contract amount for Adjusters International to continue to process these claims to completion. To date, the authorized amount of the AI contract is \$1,680,000. This resolution requests a \$100,000 increase to allow us to continue to close out pending claims under review by FEMA / TDEM and plan to complete the remaining projects.

These additional fees are also being requested to extend the existing contract to the 5th anniversary of the original contract with Adjusters International that was procured initially on September 17, 2022. While the work with FEMA is anticipated to extend beyond this September date, an evaluation process is required to determine if its in the best interest of HHA to take necessary steps, including petitioning HUD for approval to extend the existing contract beyond five years.

Adjusters International fees are eligible for reimbursement by FEMA via a direct administrative cost (DAC) process. The DAC is set at 4% of the total obligated project amount. An additional 1% DAC can be added to assist with the closeout in a timely manner. We intend to pursue the additional 1% on every claim.

Based on the total claims in process, the total costs eligible for DAC are estimated to meet or exceed the total cost of the amended Adjusters International contract.

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 increase the contract amount by \$100,000 for Adjusters International to continue FEMA Hurricane Harvey Public Assistance Disaster Recovery Program services, pursuant to the memorandum dated May 31, 2022, from Michael Rogers, Vice President Fiscal & Business Operations 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 contract with Human Capital Initiatives, LLC, for Human Resources Consultant services

2. Date of Board Meeting: June 14, 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 Human Capital Initiatives, LLC, for Human Resources Consultant services, with the Human Resources Department, not to exceed \$100,000.00, for two (2) years, with three (3) one-year extension options, pursuant to the memorandum from Dianne Mitchell, Human Resources Director dated May 27, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature DocuSigned by: Dianne Mitchell AC6094CAB4BB46B Date: 6/8/2022**5. Statement regarding availability of funds by VP of Fiscal Operations**

Funds Budgeted and Available ☒ Yes ☐ No Source COCC Funds

VP of FO Approval Signature DocuSigned by: Mike Rogers 3FC87AD4710742D... Date: 6/8/2022

6. Approval of President & CEO DocuSigned by: David A. Northern Sr. 04AA... 6/8/2022
Signature _____ Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO

FROM: DIANNE MITCHELL, HUMAN RESOURCES DIRECTOR DS
DM

SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH HUMAN CAPITAL INITIATIVES, LLC, FOR HUMAN RESOURCES CONSULTANT SERVICES

DATE: MAY 27, 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 Human Capital Initiatives, LLC, for Human Resources Consultant services with the Human Resources Department, not to exceed \$100,000.00, for two (2) years, with three (3) one-year extension options.

BACKGROUND:

HHA intends to execute a Human Resources Consultant agreement for a two (2) year term with three (3) 1-year extension options with an experienced Human Resources Consultant (the "Consultant"), to which the Consultant will provide professional oversight for Human Resources not limited to:

- Perform classification, compensation, and benefit studies. Review current and historical overall compensation programs and complete compensation studies based upon current market data.
- Review and evaluate various job descriptions to include Department of Labor (DOL) guidelines.
- Conduct job audits and performs reclassifications analysis. Evaluate all positions, review existing job descriptions, and provide revisions as necessary. Develop new job descriptions, as necessary.
- Evaluate staffing levels and staffing structures.
- Review and evaluate the adequacy of the staffing levels in each Department by conducting position analysis. (i.e., Organizational Design)
- Conduct an evaluation of Organizational/Department(s) structure and Organizational Development.
- Advise and assist with any Change Management and Organizational Development.
- Partner with HHA's Executive Leadership Team to create and facilitate management training classes.

ADVERTISEMENT:

In March of 2022, a legal notice advertising RFP 22-21 Human Resources ("HR") Consultant was posted in the Houston Chronicle and Forward Times Newspapers.

In addition to posting “RFP 22-21” 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 “RFP 22-21” 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”).

EVALUATION PROCESS:

Dianne Mitchell, Director of Human Resources, Cheryl Rivers, Deputy Director of PHO, and Ben Skalka, Fraud Investigator, evaluated the four (4) responsive proposals received. The proposals were reviewed individually and evaluated according to the following seven (7) criteria:

Evaluation/Selection Criteria	Maximum Score
Firm’s history and capability to perform the required services	25
Qualifications and experience of key/assigned personnel, and familiarity with the management structure of Public Housing Authorities	30
Project planning, methodology/strategy to provide the required services	15
Reasonableness of the proposed price(s) and fee(s)	10
Budget Control (i.e. steps to reduce/control costs)	10
M/WBE Requirements	5
Section 3 Requirements	5
Total	100

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Human Capital Initiatives		95
2	MMC Consulting	WBE	83
3	Alabaster Inc.		73
4	Más Talent	M/WBE	73

There are no conflicts of interest, and firm(s) 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 and make necessary changes and corrections to a contract with Human Capital Initiatives, LLC, for Human Resources Consultant services, with the Human Resources Department, not to exceed \$100,000.00, for two (2) years, with three (3) one-year extension options, pursuant to the memorandum from Dianne Mitchell, Human Resources Director dated May 27, 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 contract with Arthur J. Gallagher for Human Resources Analytics Consultant Services

2. Date of Board Meeting: June 14, 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 Arthur J. Gallagher for Human Resources Analytics Consultant services with the Human Resources Department, not to exceed \$100,000.00, for two (2) years, with three (3) one-year extension options, pursuant to the memorandum from Dianne Mitchell, Human Resources Director dated May 27, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Dianne Mitchell

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6/8/2022

Date:

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

Funds Budgeted and Available ☒ Yes ☐ No Source COCC Funds

VP of FO Approval

Signature

DocuSigned by:

Mike Rogers

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6/8/2022

Date:

6. Approval of President & CEO

DocuSigned by:

David A. Northern Sr.

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6/8/2022

Signature


Date:



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: DIANNE MITCHELL, HUMAN RESOURCES DIRECTOR 
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH ARTHUR J. GALLAGHER FOR HUMAN RESOURCES ANALYTICS CONSULTANT SERVICES
DATE: MAY 27, 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 Arthur J. Gallagher for Human Resources ("HR") Analytics Consultant services with the Human Resources Department, not to exceed \$100,000.00, for two (2) years, with three (3) one-year extension options.

BACKGROUND:

HHA intends to execute a Human Resources Consultant agreement for a two (2) year term with three (3) 1-year extension options to extend with an experienced Human Resources Consultant (the "Consultant"), to which the Consultant will provide professional oversight for Human Resources not limited to:

- Administer and interview new employees (i.e., new hires) at 30-day and 90-day intervals, and provide quantitative and qualitative data identifying trends so that "HHA" management can make appropriate business decisions.
- Create a turnover and exit analysis summary by reviewing the prior year's exit interview data.
- Administer exit interviews for all employees exiting "HHA" and provide a comprehensive statistical report on findings.
- Administer Annual Climate Survey Services to take a pulse of "HHA" so that management can use the results to shape future activities and inform decisions to enhance employee engagement and, therefore, enhance productivity and overall business success.
- Provide Human Resources "HR" Analytics and other consulting services relating to "HR" as needed by "HHA."

ADVERTISEMENT:

In March of 2022, a legal notice advertising RFP 22-22 Human Resources (“HR”) Analytics Consultant was posted in the Houston Chronicle and Forward Times Newspapers.

In addition to posting “IFB 22-22” 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 “RFP 22-22” by going to the websites of the City of Houston Office of Business Opportunity (“OBO”); the Greater Houston Black Chamber of Commerce (“GHBCC”); the Houston Minority Supplier Development Council (“HMSDC”); the Houston Chapter of the National Association of Minority Contractors (“NAMC”); and to the Houston Office of the United States Small Business Administration (“SBA”).

EVALUATION PROCESS:

Molly Magoon, Human Resources Generalists, Carla Venzor, Hearing Officer, and Brian Terry, Director of Security, evaluated the two (2) responsive proposals received. The proposals were reviewed individually and evaluated according to the following seven (7) criteria:

Evaluation/Selection Criteria	Maximum Score
Firm’s history and capability to perform the required services	25
Qualifications and experience of key/assigned personnel, and familiarity with the management structure of Public Housing Authorities	30
Project planning, methodology/strategy to provide the required services	15
Reasonableness of the proposed price(s) and fee(s)	10
Budget Control (i.e. steps to reduce/control costs)	10
M/WBE Requirements	5
Section 3 Requirements	5
Total	100

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Gallagher Benefit Services, Inc.		87
2	Más Talent	M/WBE	77

There are no conflicts of interest, and firm(s) 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 and make necessary changes and corrections to a contract with Arthur J. Gallagher for Human Resources Analytics Consultant services with the Human Resources Department, not to exceed \$100,000.00, for two (2) years, with three (3) one-

Resolution No. 3452

year extension options, pursuant to the memorandum from Dianne Mitchell, Human Resources Director dated May 27, 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 approve Victory Street Public Facility Corporation's Issuance, Sale, and Delivery of its Multifamily Housing Revenue Bonds (800 Middle), Series 2022A and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B

2. Date of Board Meeting: June 14, 2022**3. Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to approve Victory Street Public Facility Corporation's Issuance, Sale, and Delivery of its Multifamily Housing Revenue Bonds (800 Middle), Series 2022A and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B; Approving The Form And Substance Of And Authorizing The Execution And Delivery Of Documents And Instruments Necessary To Carry Out The Financing Of Such Multifamily Rental Residential Development; And Containing Other Provisions Relating To The Subject, , pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 6/8/2022

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
Account # _____

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO Signature David A. Northern Sr. Date: 6/8/2022

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 APPROVE VICTORY STREET PUBLIC FACILITY CORPORATION'S ISSUANCE, SALE, AND DELIVERY OF ITS MULTIFAMILY HOUSING REVENUE BONDS (800 MIDDLE), SERIES 2022A AND MULTIFAMILY HOUSING REVENUE BONDS (800 MIDDLE), TAXABLE SERIES 2022B
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners approve Victory Street Public Facility Corporation's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (800 Middle), Series 2022A and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B, and take any other actions necessary or convenient to carry out such resolution. This resolution is accompanied by a formal resolution drafted by counsel representing HHA which states substantially the following.

BACKGROUND

Victory Street Public Facility Corporation (the "**Issuer**") was created by the Housing Authority of the City of Houston D/B/A Houston Housing Authority (the "**Sponsor**") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "**Act**"). Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any of the Issuer's bonds. The Board of Directors of the Issuer (the "**Board**") has determined to authorize the issuance, sale, and delivery of the Issuer's Multifamily Housing Revenue Bonds (800 Middle), Series 2022A, and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B (the "**Bonds**"), pursuant to and in accordance with the terms of an Indenture of Trust (the "**Trust Indenture**"), between the Issuer and BOKF, NA, as trustee. The Board will adopt a resolution on the date hereof authorizing the issuance of the Bonds (the "**Issuer Resolution**"). The proceeds of the sale of the Bonds will be used for the purpose of lending the funds to EADO 800 Ltd., a Texas limited partnership (the "**Borrower**"), to provide financing for the acquisition, construction, and equipping of a multifamily rental housing development identified on Exhibit A of the Issuer Resolution located in Houston, Texas known as 800 Middle (the "**Project**"), all in accordance with the Constitution and laws of the State of Texas.

APPROVALS

The Issuer Resolution, a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes, is hereby approved.

The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Bonds shall never constitute an indebtedness or pledge of the Sponsor, the City of Houston, Harris County, or the State of Texas, within the meaning of any constitutional or statutory provision, and the owners of the Bonds shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Issuer, the Sponsor, the City of Houston, Harris County, or the State of Texas except those revenues assigned and pledged by the Issuer in the Trust Indenture.

The activities and expenditures authorized and contemplated by the Issuer Resolution are hereby in all respects approved.

The officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of the resolution.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to approve Victory Street Public Facility Corporation's Issuance, Sale, and Delivery of its Multifamily Housing Revenue Bonds (800 Middle), Series 2022A and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B; Approving The Form And Substance Of And Authorizing The Execution And Delivery Of Documents And Instruments Necessary To Carry Out The Financing Of Such Multifamily Rental Residential Development; And Containing Other Provisions Relating To The Subject, pursuant to the memorandum dated June 1, 2022, from Jay Mason, Interm Director of REID

RESOLUTION NO. 3453

RESOLUTION APPROVING ISSUANCE BY VICTORY STREET PUBLIC FACILITY CORPORATION OF THE VICTORY STREET PUBLIC FACILITY CORPORATION MULTIFAMILY HOUSING REVENUE BONDS (800 MIDDLE), SERIES 2022A AND MULTIFAMILY HOUSING REVENUE BONDS (800 MIDDLE), TAXABLE SERIES 2022B; APPROVING THE FORM AND SUBSTANCE OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS AND INSTRUMENTS NECESSARY TO CARRY OUT THE FINANCING OF SUCH MULTIFAMILY RENTAL RESIDENTIAL DEVELOPMENT; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT

WHEREAS, the Victory Street Public Facility Corporation (the “Issuer”) was created by the Housing Authority of the City of Houston d/b/a Houston Housing Authority (the “Sponsor”) pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the “Act”); and

WHEREAS, Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any of the Issuer’s bonds; and

WHEREAS, the Board of Directors of the Issuer (the “Board”) has determined to authorize the issuance, sale and delivery of the Issuer’s Multifamily Housing Revenue Bonds (800 Middle), Series 2022A and Multifamily Housing Revenue Bonds (800 Middle), Taxable Series 2022B (the “Bonds”), pursuant to and in accordance with the terms of an Indenture of Trust (the “Trust Indenture”), between the Issuer and BOKF, NA, as trustee; and

WHEREAS, the Board will adopt a resolution on the date hereof authorizing the issuance of the Bonds (the “Issuer Resolution”); and

WHEREAS, the proceeds of the sale of the Bonds will be used for the purpose of lending the funds to EADO 800 Ltd., a Texas limited partnership (the “Borrower”), to provide financing for the acquisition, construction and equipping of a multifamily rental housing development identified on Exhibit A of the Issuer Resolution located in Houston, Texas known as 800 Middle (the “Project”), all in accordance with the Constitution and laws of the State of Texas; and

WHEREAS, it is deemed necessary and advisable that this resolution be adopted;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF HOUSTON THAT:

Section 1. The Issuer Resolution, a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes, is hereby approved.

Section 2. The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Bonds shall never

constitute an indebtedness or pledge of the Sponsor, the City of Houston, Harris County, or the State of Texas, within the meaning of any constitutional or statutory provision, and the owners of the Bonds shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Issuer, the Sponsor, the City of Houston, Harris County, or the State of Texas except those revenues assigned and pledged by the Issuer in the Trust Indenture.

Section 3. The activities and expenditures authorized and contemplated by the Issuer Resolution are hereby in all respects approved.

Section 4. The officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this resolution.

Section 5. This resolution was considered and adopted at a meeting of the Board of Commissioners of the Sponsor that was noticed, convened, and conducted in full compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

Section 6. This resolution shall be in full force and effect from and upon its adoption.

PASSED AND APPROVED this 14th day of June, 2022.

EXHIBIT A

[To be inserted]



Transforming Lives & Communities

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

Consideration and/or take actions to authorize the President & CEO or designee to take such actions necessary or convenient to facilitate the development of a 398-unit affordable housing development known as 800 Middle at 800 Middle St., and the execution of all required documents

2. Date of Board Meeting: June 14, 2022**3. Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to (a) facilitate the development of a 398-unit affordable housing development known as 800 Middle at 800 Middle St. and (b) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 6/8/2022**5. Statement regarding availability of funds by VP of Fiscal Operations**

Funds Budgeted and Available

☒

Yes

☐

No

Source Third Party Financing**VP of FO Approval**

Signature _____

Date: _____

6. Approval of President & CEO

DocuSigned by:

David A. Northern Sr.

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Signature _____

6/8/2022

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 TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF A 398-UNIT AFFORDABLE HOUSING DEVELOPMENT KNOWN AS 800 MIDDLE AT 800 MIDDLE ST. AND THE EXECUTION OF ALL REQUIRED DOCUMENTS
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take such actions necessary or convenient to facilitate the development of a 398-unit affordable housing development known as 800 Middle at 800 Middle St. (the "Project"), and the execution of all required documents therefor.

BACKGROUND:

The Houston Housing Authority (the "Authority") owns the site on which the Project is located (the "Land").

The Authority and EADO 800 Ltd. (the "Partnership"), a Texas limited partnership that of which the general partner is EADO 800 GP LLC (the "General Partner"), that is wholly owned by APV Redevelopment Corporation ("APV"), a Texas nonprofit corporation and sponsored affiliate of the Authority, desires to enter into a ground lease (the "Ground Lease"), granting site control of the Land to the Partnership.

In connection with the development of the Project and other future housing developments on contiguous parcels (collectively, the "**Greater Site**") certain infrastructure necessary for the development of multi-family housing (the "**Infrastructure**") must be constructed;

APV desires to provide up to \$10,000,000 to construct the Infrastructure, \$1,500,000.00 of which will be repaid from Project cash flow and the balance to be repaid from future multi-family housing constructed on the Greater Site as and when developed, and execute a Development Agreement by and between APV, the Partnership, and NRP Loan Star Development LLC, its successors and assigns, for the construction of the Infrastructure (the "Development Agreement");

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 take such actions necessary or convenient to (a) facilitate the

Resolution No. 3454

development of a 398-unit affordable housing development known as 800 Middle at 800 Middle St. and (b) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3454**RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF A 398-UNIT AFFORDABLE HOUSING DEVELOPMENT KNOWN AS 800 MIDDLE AT 800 MIDDLE ST. (THE “PROJECT”)**

WHEREAS, February 18, 2020, HHA’s Board passed a resolution (No. 3141) which authorized HHA’s then-Interim President & CEO to extend the purchase and sale agreement for the 800 Middle Street site (the “**Land**”).

WHEREAS, on November 26, 2019, HHA’s Board passed a resolution (No. 3116) to ratify Resolution 3063 which authorized HHA to negotiate and enter into one or more Memorandums of Understanding (MOU) with The NRP Group to provide additional affordable and mixed finance housing in the City of Houston and all actions previously taken pursuant to the same.

WHEREAS, on November 26, 2019, HHA’s Board passed a resolution (No. 3117) to ratify Resolution 3074 which authorized HHA to enter an MOU with The NRP Group and to acquire the Land.

WHEREAS, on March 13, 2018, HHA’s Board passed a resolution (Resolution No. 2957) for HHA to negotiate one or more Memorandums of Understanding (the “MOUs”) with The NRP Group for the development of certain projects, including an affordable housing development on the Land.

WHEREAS, on July 16, 2019, HHA’s Board passed a resolution (No. 3074) authorizing finalization of the MOU with The NRP Group and assignment of the purchase and sale agreement to acquire the Land.

WHEREAS, pursuant to previously adopted resolutions, the Houston Housing Authority (the “**Authority**”) has acquired the Land, and it now desires to enter into a ground lease (the “**Ground Lease**”) granting site control of the Land to EADO 800 Ltd., a Texas limited partnership (the “**Partnership**”) for the development and operation of the Project;

WHEREAS, EADO 800 GP, LLC, a Texas limited liability company is the general partner of the Partnership (the “**General Partner**”) and is wholly owned by APV Redevelopment Corporation, a Texas public facility corporation and sponsored affiliate of the Authority; (“**APV**”);

WHEREAS, pursuant to the terms of the Ground Lease, the Partnership is required to construct the Project as a development dedicated for low-income persons in compliance with the laws and regulations applicable to eligible tenants under the federal low-income housing tax credit program as established at 26 USC §42 and regulations promulgated pursuant thereto;

WHEREAS, in connection with the development of the Project and other future housing developments on contiguous parcels (collectively, the “**Greater Site**”) certain infrastructure

necessary for the development of multi-family housing (the “**Infrastructure**”) must be constructed;

WHEREAS, APV desires to provide up to \$10,000,000 to construct the Infrastructure, \$1,500,000.00 of which will be repaid from Project cash flow and the balance to be repaid from future multi-family housing constructed on the Greater Site as and when developed, and execute a Development Agreement by and between APV, the Partnership, and NRP Loan Star Development LLC, its successors and assigns, for the construction of the Infrastructure (the “**Development Agreement**”);

NOW, THEREFORE, in connection with the development, construction and equipping of the Infrastructure and the Project, 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 related to the transactions described herein, including without limitation the Ground Lease, Development Agreement (to the extent necessary) and any other security agreements, fixture filing statements, indemnity agreements, guaranties, development agreements, certificates, directions, approvals, waivers, notices, instruments and other communications as may be required by the parties (collectively, the “**Agreements**”), which the President shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the then-Interim President, President, or the designee of either, 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 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 shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the President to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

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

Resolution No. 3454

PASSED this 14th day of June, 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 take such action to facilitate the development and rehabilitation of the Allen Parkway Village Apartments

2. Date of Board Meeting: June 14, 2022

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and take such actions necessary or convenient to facilitate the development and rehabilitation of the Allen Parkway Village Apartments, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature Jay Mason Date: 6/8/2022

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

Account # _____

VP of FO Approval Signature _____ Date: _____

6. Approval of President & CEO Signature David A. Northern Sr. Date: 6/8/2022

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 TAKE SUCH ACTION AUTHORIZING THE HOUSING AUTHORITY TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT AND REHABILITATION OF THE ALLEN PARKWAY VILLAGE APARTMENTS
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes HHA to take such actions necessary or convenient to facilitate the development and rehabilitation of the Allen Parkway Village Apartments (the "Project"). This resolution is accompanied by a formal resolution drafted by counsel representing HHA which states substantially the following.

BACKGROUND

To facilitate the financing of the acquisition and development of the Project, the Authority and APV Allen Parkway Village, LP (the "Partnership") desire to enter into certain loan documents (the "Seller Loan Documents") relating to a loan in an amount not to exceed \$41,000,000 (the "Seller Loan") and a Ground Lease (the "Ground Lease").

The Authority desires to convey title to the improvements comprising the Project to the Partnership via a bill of sale.

The Authority has submitted an application with the United States Department of Housing and Urban Development ("HUD") for approval under the Rental Assistance Demonstration ("RAD") Program to designate certain units within the Project as RAD units, and upon receipt of HUD approval, the Authority desires to implement the RAD units.

The Authority desires that certain of the units in the Project be project-based voucher units under the HUD Section 8 Project-Based Voucher Program ("PBV Units"), and in connection therewith, the Authority desires to enter into a Section 8 Project-Based Voucher Program PBV Housing Assistance Payment Contract and related documents to be entered into by the Authority, including but not limited to certifications, assignments and such other documents, all upon such terms and conditions as the Authority deems reasonable (the "PBV Documents").

APPROVALS

Any officer of the Authority is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings (collectively the "**Agreements**") such officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated.

All acts, transactions, or agreements undertaken prior hereto by the officers of the Authority 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 officers of the Authority are 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 such officers shall deem to be necessary or desirable.

RECOMMENDATION

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

Resolution That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and take such actions necessary or convenient to facilitate the development and rehabilitation of the Allen Parkway Village Apartments, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3455

RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF HOUSTON (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT AND REHABILITATION OF THE ALLEN PARKWAY VILLAGE APARTMENTS ("PROJECT")

WHEREAS, to facilitate financing of the acquisition and development of the Project, the Authority and APV Allen Parkway Village, LP (the "**Partnership**") desire to enter into certain loan documents (the "**Seller Loan Documents**") relating to a loan in an amount not to exceed \$41,000,000 (the "**Seller Loan**") and a Ground Lease (the "**Ground Lease**");

WHEREAS, the Authority desires to convey title to the improvements comprising the Project to the Partnership via a bill of sale;

WHEREAS, the Authority has submitted an application with the United States Department of Housing and Urban Development ("**HUD**") for approval under the Rental Assistance Demonstration ("**RAD**") Program to designate certain units within the Project as RAD units, and upon receipt of HUD approval, the Authority desires to implement the RAD units;

WHEREAS, the Authority desires that certain of the units in the Project be project-based voucher units under the HUD Section 8 Project Based Voucher program ("**PBV Units**") and in connection therewith, the Authority desires to enter into a Section 8 Project-Based Voucher Program PBV Housing Assistance Payment Contract and related documents to be entered into by the Authority, including but not limited to certifications, assignments and such other documents, all upon such terms and conditions as the Authority deems reasonable (the "**PBV Documents**");

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

BE IT RESOLVED, that any officer of the Authority is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings (collectively the "**Agreements**") such 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 officers of the Authority, 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 officers of the Authority are 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 such officers shall deem to be necessary or desirable.

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

Adopted this 14th day of June, 2022.



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 take such to facilitate the development and rehabilitation of the Historic Oaks of Allen Parkway Village

2. Date of Board Meeting: June 14, 2022

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and take such actions necessary or convenient to facilitate the development and rehabilitation of the Historic Oaks of Allen Parkway Village, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 6/8/2022

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

Funds Budgeted and Available ☒ Yes ☐ No Source Third Party

Account #

VP of FO Approval

Signature

Date:

6. Approval of President & CEO

DocuSigned by:

6/8/2022

David A. Northern Sr.

Signature

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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 TAKE SUCH TO FACILITATE THE DEVELOPMENT AND REHABILITATION OF THE HISTORIC OAKS OF ALLEN PARKWAY VILLAGE
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes HHA to take such actions necessary or convenient to facilitate the development and rehabilitation of the Historic Oaks of Allen Parkway Village (the "Project"). This resolution is accompanied by a formal resolution drafted by counsel representing HHA which states substantially the following.

BACKGROUND

To facilitate the financing of the acquisition and development of the Project, the Authority and APV Historic Oaks, LP (the "Partnership") desire to enter into certain loan documents (the "Seller Loan Documents") relating to a loan in an amount not to exceed \$30,000,000 (the "Seller Loan") and a Ground Lease (the "Ground Lease").

The Authority desires to convey title to the improvements comprising the Project to the Partnership via a bill of sale.

The Authority has submitted an application with the United States Department of Housing and Urban Development ("HUD") for approval under the Rental Assistance Demonstration ("RAD") Program to designate certain units within the Project as RAD units, and upon receipt of HUD approval, the Authority desires to implement the RAD units.

The Authority desires that certain of the units in the Project be project-based voucher units under the HUD Section 8 Project Based Voucher program ("PBV Units") and in connection therewith, the Authority desires to enter into a Section 8 Project-Based Voucher Program PBV Housing Assistance Payment Contract and related documents to be entered into by the Authority, including but not limited to certifications, assignments and such other documents, all upon such terms and conditions as the Authority deems reasonable (the "PBV Documents").

APPROVALS

Any officer of the Authority is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings (collectively the "**Agreements**") such officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated.

All acts, transactions, or agreements undertaken prior hereto by the officers of the Authority 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 officers of the Authority are 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 such officers shall deem to be necessary or desirable.

RECOMMENDATION

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

Resolution That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and take such actions necessary or convenient to facilitate the development and rehabilitation of the Historic Oaks of Allen Parkway Village, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3456

RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF HOUSTON (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT AND REHABILITATION OF THE HISTORIC OAKS OF ALLEN PARKWAY VILLAGE ("PROJECT")

WHEREAS, to facilitate financing of the acquisition and development of the Project, the Authority and APV Historic Oaks, LP (the "**Partnership**") desire to enter into certain loan documents (the "**Seller Loan Documents**") relating to a loan in an amount not to exceed \$30,000,000 (the "**Seller Loan**") and a Ground Lease (the "**Ground Lease**");

WHEREAS, the Authority desires to convey title to the improvements comprising the Project to the Partnership via a bill of sale;

WHEREAS, the Authority has submitted an application with the United States Department of Housing and Urban Development ("**HUD**") for approval under the Rental Assistance Demonstration ("**RAD**") Program to designate certain units within the Project as RAD units, and upon receipt of HUD approval, the Authority desires to implement the RAD units;

WHEREAS, the Authority desires that certain of the units in the Project be project-based voucher units under the HUD Section 8 Project Based Voucher program ("**PBV Units**") and in connection therewith, the Authority desires to enter into a Section 8 Project-Based Voucher Program PBV Housing Assistance Payment Contract and related documents to be entered into by the Authority, including but not limited to certifications, assignments and such other documents, all upon such terms and conditions as the Authority deems reasonable (the "**PBV Documents**");

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

BE IT RESOLVED, that any officer of the Authority is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings (collectively the "**Agreements**") such 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 officers of the Authority, 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 officers of the Authority are 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 such officers shall deem to be necessary or desirable.

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

Adopted this 14th day of June, 2022.



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 take such action to approve HHA Fountainview PFC's Issuance, Sale, and Delivery of its Multifamily Housing Governmental Notes (Allen Parkway Village Apartments), Series 2022A and 2022B

2. Date of Board Meeting: June 14, 2022

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and take such actions necessary or convenient to approve HHA Fountainview PFC'S Issuance, Sale, and Delivery of Multifamily Housing Governmental Notes (Allen Parkway Village Apartments) Series 2022A and 2022B; Approving the Form and Substance of and Authorizing the Execution and Delivery of Documents and Instruments Necessary to Carry Out the Financing of Such Multifamily Rental Residential Development; and Containing Other Provisions Relating to the Subject, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 6/8/2022
DocuSigned by: FB1ADD6791F24F3...

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

Funds Budgeted and Available ☒ Yes ☐ No Source Third Party

Account # _____

VP of FO Approval Signature _____ Date: _____

6. **Approval of President & CEO** David A. Northern Sr. 6/8/2022
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 TAKE SUCH ACTION TO APPROVE HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE, AND DELIVERY OF ITS MULTIFAMILY HOUSING GOVERNMENTAL NOTES (ALLEN PARKWAY VILLAGE APARTMENTS), SERIES 2022A AND 2022B
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners approve HHA Fountainview PFC's Issuance, Sale, and Delivery of its Multifamily Housing Government Notes (Allen Parkway Village Apartments), Series 2022A and 2022B, and take any other actions necessary or convenient to carry out such resolution. This resolution is accompanied by a formal resolution drafted by counsel representing HHA which states substantially the following.

BACKGROUND

HHA Fountainview PFC (the "**Governmental Lender**") was created by the Housing Authority of the City of Houston D/B/A Houston Housing Authority (the "**Sponsor**") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "**Act**"). Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Governmental Lender's tax-exempt debt.

APPROVALS

The Sponsor authorizes the issuance by the Governmental Lender of its HHA Fountainview PFC Multifamily Housing Governmental Notes (Allen Parkway Village Apartments) Series 2022A and 2022B in substantial accordance with the resolution of even date herewith adopted by the Board of Directors of the Governmental Lender (the "Governmental Lender Resolution"), a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes.

The Governmental Notes, which will be issued in an aggregate principal amount not to exceed \$45,000,000, to finance the acquisition and rehabilitation of a multifamily housing residential rental development located at approximately 1600 Allen Parkway, Houston, Texas 77019, including, without limitation, utilities, foundation, structures and equipment (collectively, the "Project"), are hereby approved pursuant to Section 303.071 of the Act.

The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Governmental Notes shall never constitute any indebtedness or pledge of the Sponsor, the City of Houston, or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Governmental Notes shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Governmental Lender, the Sponsor, the City of Houston or the State of Texas except those revenues assigned and pledged by the Governmental Lender in the Funding Loan Agreement (as defined in the Governmental Lender Resolution).

The issuance of the Governmental Notes to assist in the financing of the Project will promote the public purposes set forth in Section 303.002 of the Act, will accomplish a valid public purpose of the Sponsor by providing for the acquisition, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities in an orderly, planned manner and at the lowest possible borrowing costs, and will provide decent, safe, and sanitary urban housing for persons of low income.

An income that is greater than 80% of the median gross income for the Houston area is the amount of income that the Sponsor considers necessary for families or persons to live, without financial assistance, in decent, safe, and sanitary housing without overcrowding.

The programs and expenditures authorized and contemplated by the Governmental Lender Resolution are hereby in all respects approved.

The President, Vice President, and Secretary of the Sponsor and the other officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this resolution.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and take such actions necessary or convenient to approve HHA Fountainview PFC'S Issuance, Sale, and Delivery of Multifamily Housing Governmental Notes (Allen Parkway Village Apartments) Series 2022A and 2022B; Approving the Form and Substance of and Authorizing the Execution and Delivery of Documents and Instruments Necessary to Carry Out the Financing of Such Multifamily Rental Residential Development; and Containing Other Provisions Relating to the Subject, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3457

RESOLUTION APPROVING HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE AND DELIVERY OF MULTIFAMILY HOUSING GOVERNMENTAL NOTES (ALLEN PARKWAY VILLAGE APARTMENTS) SERIES 2022A and 2022B; APPROVING THE FORM AND SUBSTANCE OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS AND INSTRUMENTS NECESSARY TO CARRY OUT THE FINANCING OF SUCH MULTIFAMILY RENTAL RESIDENTIAL DEVELOPMENT; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT

WHEREAS, HHA Fountainview PFC (the "Governmental Lender") was created by the Housing Authority of the City of Houston d/b/a Houston Housing Authority (the "Sponsor") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"); and

WHEREAS, Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Governmental Lender's tax-exempt debt;

WHEREAS, it is deemed necessary and advisable that this resolution be adopted;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSTON HOUSING AUTHORITY THAT:

Section 1. The Sponsor authorizes the issuance by the Governmental Lender of its HHA Fountainview PFC Multifamily Housing Governmental Notes (Allen Parkway Village Apartments) Series 2022A and 2022B in substantial accordance with the resolution of even date herewith adopted by the Board of Directors of the Governmental Lender (the "Governmental Lender Resolution"), a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes.

Section 2. The Governmental Notes, which will be issued in an aggregate principal amount not to exceed \$45,000,000, to finance the acquisition and rehabilitation of a multifamily housing residential rental development located at approximately 1600 Allen Parkway, Houston, Texas 77019, including, without limitation, utilities, foundation, structures and equipment (collectively, the "Project"), are hereby approved pursuant to Section 303.071 of the Act.

Section 3. The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Governmental Notes shall never constitute any indebtedness or pledge of the Sponsor, the City of Houston or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Governmental Notes shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Governmental Lender, the Sponsor, the City of Houston or the State of Texas except those revenues assigned and pledged by the Governmental Lender in the Funding Loan Agreement (as defined in the Governmental Lender Resolution).

Section 4. The issuance of the Governmental Notes to assist in the financing of the Project will promote the public purposes set forth in Section 303.002 of the Act, will accomplish a valid public purpose of the Sponsor by providing for the acquisition, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities in an orderly, planned manner and at the lowest possible borrowing costs, and will provide decent, safe, and sanitary urban housing for persons of low income.

Section 5. An income that is greater than 80% of median gross income for the Houston area is the amount of income that the Sponsor considers necessary for families or persons to live, without financial assistance, in decent, safe and sanitary housing without overcrowding.

Section 6. The programs and expenditures authorized and contemplated by the Governmental Lender Resolution are hereby in all respects approved.

Section 7. The President, Vice President and Secretary of the Sponsor and the other officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this resolution.

Section 8. This resolution shall be in full force and effect from and upon its adoption.

PASSED this 14th day of June, 2022

Exhibit A

GOVERNMENTAL LENDER RESOLUTION

[To be attached]



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 take such action to approve HHA Fountainview PFC's Issuance, Sale, and Delivery of its Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village), Series 2022A and 2022B

2. Date of Board Meeting: June 14, 2022

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to approve HHA Fountainview PFC'S Issuance, Sale, and Delivery of Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village) Series 2022A and 2022B; Approving the Form and Substance of and Authorizing the Execution and Delivery of Documents and Instruments Necessary to Carry Out the Financing of Such Multifamily Rental Residential Development; and Containing Other Provisions Relating to the Subject, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

Date: 6/8/2022

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

Funds Budgeted and Available ☒ Yes ☐ No Source Third Party

Account #

VP of FO Approval

Signature

Date:

6. Approval of President & CEO

DocuSigned by:

David A. Northern Sr.

6/8/2022

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 TAKE SUCH ACTION TO APPROVE HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE AND DELIVERY OF ITS MULTIFAMILY HOUSING GOVERNMENTAL NOTES (HISTORIC OAKS OF ALLEN PARKWAY VILLAGE), SERIES 2022A, AND 2022B
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village), Series 2022A and 2022B, and take any other actions necessary or convenient to carry out such resolution. This resolution is accompanied by a formal resolution drafted by counsel representing HHA which states substantially the following.

BACKGROUND

HHA Fountainview PFC (the "**Governmental Lender**") was created by the Housing Authority of the City of Houston D/B/A Houston Housing Authority (the "**Sponsor**") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "**Act**"). Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Governmental Lender's tax-exempt debt.

APPROVALS

The Sponsor authorizes the issuance by the Governmental Lender of its HHA Fountainview PFC Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village) Series 2022A and 2022B in substantial accordance with the resolution of even date herewith adopted by the Board of Directors of the Governmental Lender (the "Governmental Lender Resolution"), a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes.

The Governmental Notes, which will be issued in an aggregate principal amount not to exceed \$35,000,000, to finance the acquisition and rehabilitation of a multifamily housing residential rental development located at approximately 1600 Allen Parkway, Houston, Texas 77019, including, without limitation, utilities, foundation, structures and equipment (collectively, the "Project"), are hereby approved pursuant to Section 303.071 of the Act.

The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Governmental Notes shall never constitute any indebtedness or pledge of the Sponsor, the City of Houston, or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Governmental Notes shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Governmental Lender, the Sponsor, the City of Houston or the State of Texas except those revenues assigned and pledged by the Governmental Lender in the Funding Loan Agreement (as defined in the Governmental Lender Resolution).

The issuance of the Governmental Notes to assist in the financing of the Project will promote the public purposes set forth in Section 303.002 of the Act, will accomplish a valid public purpose of the Sponsor by providing for the acquisition, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities in an orderly, planned manner and at the lowest possible borrowing costs, and will provide decent, safe, and sanitary urban housing for persons of low income.

An income that is greater than 80% of the median gross income for the Houston area is the amount of income that the Sponsor considers necessary for families or persons to live, without financial assistance, in decent, safe, and sanitary housing without overcrowding.

The programs and expenditures authorized and contemplated by the Governmental Lender Resolution are hereby in all respects approved.

The President, Vice President, and Secretary of the Sponsor and the other officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this resolution.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to approve HHA Fountainview PFC'S Issuance, Sale and Delivery of Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village) Series 2022A and 2022B; Approving the Form and Substance of and Authorizing the Execution and Delivery of Documents and Instruments Necessary to Carry Out the Financing of Such Multifamily Rental Residential Development; and Containing Other Provisions Relating to the Subject, pursuant to the memorandum from Jay Mason, Interim Director of REID dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3458

RESOLUTION APPROVING HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE AND DELIVERY OF MULTIFAMILY HOUSING GOVERNMENTAL NOTES (HISTORIC OAKS OF ALLEN PARKWAY VILLAGE) SERIES 2022A and 2022B; APPROVING THE FORM AND SUBSTANCE OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS AND INSTRUMENTS NECESSARY TO CARRY OUT THE FINANCING OF SUCH MULTIFAMILY RENTAL RESIDENTIAL DEVELOPMENT; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT

WHEREAS, HHA Fountainview PFC (the "Governmental Lender") was created by the Housing Authority of the City of Houston d/b/a Houston Housing Authority (the "Sponsor") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"); and

WHEREAS, Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Governmental Lender's tax-exempt debt;

WHEREAS, it is deemed necessary and advisable that this resolution be adopted;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSTON HOUSING AUTHORITY THAT:

Section 1. The Sponsor authorizes the issuance by the Governmental Lender of its HHA Fountainview PFC Multifamily Housing Governmental Notes (Historic Oaks of Allen Parkway Village) Series 2022A and 2022B in substantial accordance with the resolution of even date herewith adopted by the Board of Directors of the Governmental Lender (the "Governmental Lender Resolution"), a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes.

Section 2. The Governmental Notes, which will be issued in an aggregate principal amount not to exceed \$35,000,000, to finance the acquisition and rehabilitation of a multifamily housing residential rental development located at approximately 1600 Allen Parkway, Houston, Texas 77019, including, without limitation, utilities, foundation, structures and equipment (collectively, the "Project"), are hereby approved pursuant to Section 303.071 of the Act.

Section 3. The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Governmental Notes shall never constitute any indebtedness or pledge of the Sponsor, the City of Houston or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Governmental Notes shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Governmental Lender, the Sponsor, the City of Houston or the State of Texas except those revenues assigned and pledged by the Governmental Lender in the Funding Loan Agreement (as defined in the Governmental Lender Resolution).

Section 4. The issuance of the Governmental Notes to assist in the financing of the Project will promote the public purposes set forth in Section 303.002 of the Act, will accomplish

a valid public purpose of the Sponsor by providing for the acquisition, rehabilitation, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities in an orderly, planned manner and at the lowest possible borrowing costs, and will provide decent, safe, and sanitary urban housing for persons of low income.

Section 5. An income that is greater than 80% of median gross income for the Houston area is the amount of income that the Sponsor considers necessary for families or persons to live, without financial assistance, in decent, safe and sanitary housing without overcrowding.

Section 6. The programs and expenditures authorized and contemplated by the Governmental Lender Resolution are hereby in all respects approved.

Section 7. The President, Vice President and Secretary of the Sponsor and the other officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this resolution.

Section 8. This resolution shall be in full force and effect from and upon its adoption.

PASSED this 14th day of June, 2022

Exhibit A

GOVERNMENTAL LENDER RESOLUTION

[To be attached]



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

- 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 Pearl Greenway Apartments located at 3788 Richmond Avenue, Houston, Texas 77046, and the execution of all required documents therefor.

- Date of Board Meeting:** June 14, 2022

- Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of, and the placement of “affordable” units within, the Pearl Greenway Apartments located at 3788 Richmond Avenue, Houston, Texas 77046, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

- Department Head Approval** Signature Jay Mason Date: 6/8/2022
DocuSigned by: FB1ADD6791F24F3...

- 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: _____

- Approval of President & CEO** DocuSigned by: David A. Northern Sr. 6/8/2022
Signature ID: D8C1AF04AA... Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS
FROM: DAVID A. NORTHERN, SR., PRESIDENT & CEO
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 PEARL GREENWAY APARTMENTS LOCATED AT 3788 RICHMOND AVENUE, HOUSTON, TEXAS 77046, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to take all actions necessary or convenient to facilitate acquisition of, and the placement of "affordable" units within, the Pearl Greenway Apartments located at 3788 Richmond Avenue, Houston, Texas 77046 (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 3788 Richmond Partners, Ltd., 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 \$56,000,000 (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 President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of, and the placement of “affordable” units within, the Pearl Greenway Apartments located at 3788 Richmond Avenue, Houston, Texas 77046, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3459

RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF “AFFORDABLE” UNITS WITHIN, THE PEARL GREENWAY APARTMENTS LOCATED AT 3788 RICHMOND AVENUE, HOUSTON, TEXAS 77046 (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 3788 Richmond Partners, Ltd., 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 \$56,000,000 (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. 3459

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. 3459

PASSED June 14, 2022.

ATTEST:

CHAIR

Secretary

Resolution No. 3460



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 that certain parcel of land located at or about 15635 Memorial Dr., Houston, Texas 77079, the construction and development of the 334-unit Caroline at Memorial thereupon, and the execution of all required documents therefor.

2. **Date of Board Meeting:** June 14, 2022

3. **Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of that certain parcel of land located at or about 15635 Memorial Dr., Houston, Texas 77079, the construction and development of the 334-unit Caroline at Memorial, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 6/8/2022
DocuSigned by: FB1ADD6791F24F3...

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

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

VP of FO Approval Signature _____ Date: _____

6. **Approval of President & CEO** DocuSigned by: David A. Northern Sr. 6/8/2022
Signature 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 THAT CERTAIN PARCEL OF LAND LOCATED AT OR ABOUT 15635 MEMORIAL DR, HOUSTON, TEXAS 77070, THE CONSTRUCTION AND DEVELOPMENT OF THE 334-UNIT CAROLINE AT MEMORIAL THEREUPON, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to take all actions necessary or convenient to facilitate the acquisition of that certain parcel of land located at or about 15635 Memorial Dr., Houston, Texas 77079, the construction and development of the 334-unit Caroline at Memorial (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 Caroline at Memorial Owner, 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 \$60,000,000 (the "**Loan**") from Amegy Bank ("**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 President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of that certain parcel of land located at or about 15635 Memorial Dr., Houston, Texas 77079, the construction and development of the 334-unit Caroline at Memorial, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3460

RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF THAT CERTAIN PARCEL OF LAND LOCATED AT OR ABOUT 15635 MEMORIAL DR, HOUSTON, TEXAS 77079, THE CONSTRUCTION AND DEVELOPMENT OF THE 334-UNIT CAROLINE AT MEMORIAL (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 Caroline at Memorial Owner, 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 \$60,000,000 (the "**Loan**") from Amegy Bank ("**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. 3460

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. 3460

PASSED June 14, 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 Prose South Main located at 12111 Main St., Houston, Texas, 77035, and the execution of all required documents therefor.

2. **Date of Board Meeting:** June 14, 2022

3. **Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within the Prose South Main located at 12111 Main St., Houston, Texas, 77035, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 6/8/2022
DocuSigned by: FB1ADD6791F24F3...

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

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

VP of FO Approval Signature _____ Date: _____

6. **Approval of President & CEO** DocuSigned by: 6/8/2022
David A. Northern Sr. Date: _____
Signature: 50115B014504AA...



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 PROSE SOUTH MAIN LOCATED AT 12111 MAIN ST., HOUSTON, TEXAS, 77035, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to take all actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within, the Prose South Main located at 12111 Main St., Houston, Texas, 77035 (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 REEP-AO SOUTH MAIN OWNER 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.

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 President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within the Prose South Main located at 12111 Main St., Houston, Texas, 77035, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3461

RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE PROSE SOUTH MAIN LOCATED AT 12111 MAIN ST., HOUSTON, TEXAS, 77035 (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 REEP-AO SOUTH MAIN OWNER 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;

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.

Resolution No. 3461

[Remainder of page intentionally left blank for signature]

Resolution No. 3461

PASSED June 14, 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 Metro Midtown located at 2350 Bagby Street, Houston, Texas, 77006, and the execution of all required documents therefor.

2. **Date of Board Meeting:** June 14, 2022

3. **Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within the Metro Midtown located at 2350 Bagby Street, Houston, Texas, 77006, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

4. **Department Head Approval** Signature Jay Mason Date: 6/8/2022
DocuSigned by: FB1ADD6791F24F3...

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

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

VP of FO Approval Signature _____ Date: _____

6. **Approval of President & CEO** 6/8/2022
DocuSigned by: 9E0B1D8C1AF04AA...
 Signature David A. Northern Sr. Date: _____



Transforming Lives & Communities

MEMORANDUM

TO: HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS
FROM: DAVID A. NORTHERN, SR., PRESIDENT & CEO
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 METRO MIDTOWN LOCATED AT 2350 BAGBY STREET, HOUSTON, TEXAS, 77006, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: JUNE 1, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to take all actions necessary or convenient to facilitate the acquisition of, and the placement of "affordable" units within, the Metro Midtown located at 2350 Bagby Street, Houston, Texas, 77006 (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 LICGF Metro Apartments, LLC, a Texas 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 \$66,500,000 (the "**Loan**") from Berkeley Point Capital LLC, a Delaware limited liability company, d/b/a NEWMARK ("**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 President & CEO or designee to take such actions necessary or convenient to facilitate the acquisition of and the placement of "affordable" units within the Metro Midtown located at 2350 Bagby Street, Houston, Texas, 77006, pursuant to the memorandum from Jay Mason, Interim Director of REID, dated June 1, 2022, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3462

RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND THE PLACEMENT OF "AFFORDABLE" UNITS WITHIN, THE METRO MIDTOWN LOCATED AT 2350 BAGBY STREET, HOUSTON, TEXAS, 77006 (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 LICGF Metro Apartments, LLC, a Texas 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 \$66,500,000 (the "**Loan**") from Berkeley Point Capital LLC, a Delaware limited liability company, d/b/a NEWMARK ("**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. 3462

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. 3462

PASSED June 14, 2022.

ATTEST:

CHAIR

Secretary

BOARD REPORT FOR MONTH ENDING MAY 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 3.7% on May 31, 2022. As of June 1, 2022, rent collection for May was 92.2% of rents billed on an adjusted cash accounting basis.

There are currently 46,556 active applications for the Public Housing Waiting List, which represents a decrease of 0.3% from last month.

Low-Income Public Housing			
	March	April	May
Waiting Lists	47,419	46,714	46,556
Vacancy Rate	3.3%	3.5%	3.7%
Rent Collection	95.9%	90.3%	92.2%
Unit Turnaround Time (Days)	81.0	71.0	64.0
Avg. Non-Emergency Work Order Days	2.35	1.65	2.17

HOUSING CHOICE VOUCHER PROGRAM

The HCV staff completed 946 annual re-examinations during May. The HCV department also completed 251 interims, 114 change of units (moves), 169 new admissions, and 44 portability move-in transactions. On May 31, 2022, 514 families were enrolled in the Family Self Sufficiency (FSS) program; 213 of the 514 (42%) families eligible for escrow currently have an FSS escrow balance. The PIH Information Center (PIC) reporting rate for the one-month period ending May 31, 2022 was 99%.

Voucher Programs			
	March	April	May
Households	18,557	18,554	18,487
ABA Utilization/Unit Utilization	91.2%/96.4%	91.6%/96.0%	90.8%/95.1%
Reporting Rate	93%	96%	99%
Annual Reexaminations Completed	1,347	1,035	946
HQS Inspections	2,425	1,885	2,047
Waitlist	18,270	18,270	18,270

PROPERTY MANAGEMENT SUMMARY

PMC	Vacancy						Unit Turnaround Time (YTD)					
	March		April		May		March		April		May	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	5.6	E	6.0	E	5.6	E	99.5	F	94.4	F	93.0	F
Lynd	0.0	A	0.0	A	1.3	A	34.4	D	31.2	D	38.9	D
J. Allen	1.9	A	2.0	A	2.5	B	68.8	F	55.8	F	45.0	E

PMC	Emergency Work Orders (Completed within 24 hours)						Routine Work Orders					
	March		April		May		March		April		May	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	100	A	98.5	B	96.8	D	2.5	A	2.1	A	3.0	A
Lynd	100	A	100	A	100	A	3.4	A	2.8	A	3.0	A
J. Allen	100	A	100	A	99	A	2.7	A	2.4	A	2.7	A

PMC	Rent Collection					
	March		April		May	
	%	Grade	%	Grade	%	Grade
Orion	94.1	C	90.6	E	89.7	F
Lynd	96.7	B	86.9	F	98.8	A
J. Allen	98.7	A	90.2	E	95.3	C

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

PUBLIC HOUSING MANAGEMENT ASSESSMENT

VACANCY RATE This indicator examines the vacancy rate, a PHA's progress in reducing vacancies, and unit turnaround time. Implicit in this indicator is the adequacy of the PHA's system to track the duration of vacancies and unit turnaround, including down time, make ready time, and lease up time.	Goal 2.0% Actual 3.7%	A 0 to 2 B 2.1 to 3 C 3.1 to 4 D 4.1 to 5 E 5.1 to 6 F ≥6.1
RENT COLLECTION (YTD) This report examines the housing authority's ability to collect dwelling rent owed by residents in possession of units during the current fiscal year by measuring the balance of dwelling rents uncollected as a percentage of total dwelling rents to be collected.	Goal 98% Actual 92.2%	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 This indicator examines the average number of days that it takes for an emergency work order to be completed. Emergency work orders are to be completed within 24 hours or less and must be tracked.	Goal 100% Actual 98%	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 This indicator examines the average number of days that it takes for a work order to be completed. Implicit in this indicator is the adequacy of HHA's work order system in terms of how HHA accounts for and controls its work orders and its timeliness in preparing/issuing work orders.	Goal 3 Days Actual 2.35 Days	A ≤24 B 25 to 30 C 31 to 40 D 41 to 50 E 51 to 60 F ≥61
ANNUAL INSPECTIONS This indicator examines the percentage of units that HHA inspects on an annual basis in order to determine the short-term maintenance needs and long-term modernization needs. Implicit in this indicator is the adequacy of HHA's inspection program in terms of the quality of HHA's inspections, and how HHA tracks both inspections and needed repairs. *PMC's have discretional authority to select how many units to inspect each month, so long as all inspections are completed by September.	Goal 100% Actual 26.6%	A 100 B 97 to 99 C 95 to 96.9 D 93 to 94.9 E 90 to 92.9 F ≥89.9*

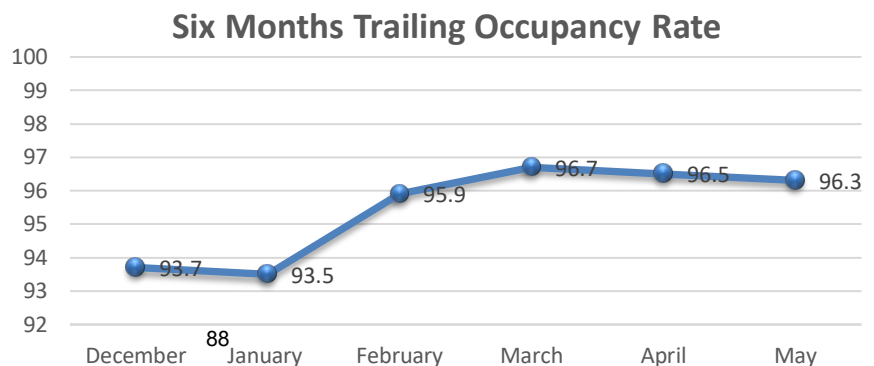
VACANCY RATE AND TURNAROUND DAYS

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	232	38	85.9%	F	5,365	36	149	F
Bellerive	J. Allen	210	0	210	202	8	96.2%	C	1,831	35	52	F
Clayton Homes	J. Allen	296	260	36	36	0	100.0%	A	9,595	260	37	D
Cuney Homes	Orion	553	0	553	513	40	92.8%	F	18,396	155	119	F
Ewing	Orion	40	0	40	39	1	97.5%	B	100	5	20	A
Forest Green	J. Allen	100	84	16	16	0	100.0%	A	4,116	84	49	E
Fulton Village	Lynd	108	0	108	108	0	100.0%	A	66	2	33	D
Heatherbrook	Lynd	53	0	53	53	0	100.0%	A	81	5	16	A
Historic Oaks of APV	Orion	222	0	222	189	33	85.1%	F	5,477	32	171	F
Independence Heights	Orion	36	0	36	36	0	100.0%	A	47	1	47	E
Irvinton Village	J. Allen	318	10	308	292	16	94.8%	E	4,503	90	50	E
Kelly Village	J. Allen	270	0	270	267	3	98.9%	A	2,743	78	35	D
Kennedy Place	Orion	108	0	108	106	2	98.1%	A	358	16	22	B
Lincoln Park	Orion	200	0	200	194	6	97.0%	B	2,079	79	26	C
Lyerly	J. Allen	199	0	199	189	10	95.0%	D	3,154	30	105	F
Oxford Place	Orion	230	19	211	209	2	99.1%	A	4,815	70	69	F
Sweetwater	Lynd	26	0	26	25	1	96.2%	C	281	4	70	F
Totals		3,247	381	2,866	2,706	160	96.3%	C	63,007	982	64	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	98	2	98.0%	A	561	21	27	C
Telephone Road	Tarantino	200	155	45	45	0	100.0%	A	1839	11	167	F
Totals		300	155	145	143	2	99.0%	A	2400	32	75	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	120	20	85.7%	F	0	0	0	A
Totals		140	0	140	120	20	85.7%	F	0	0	0	A

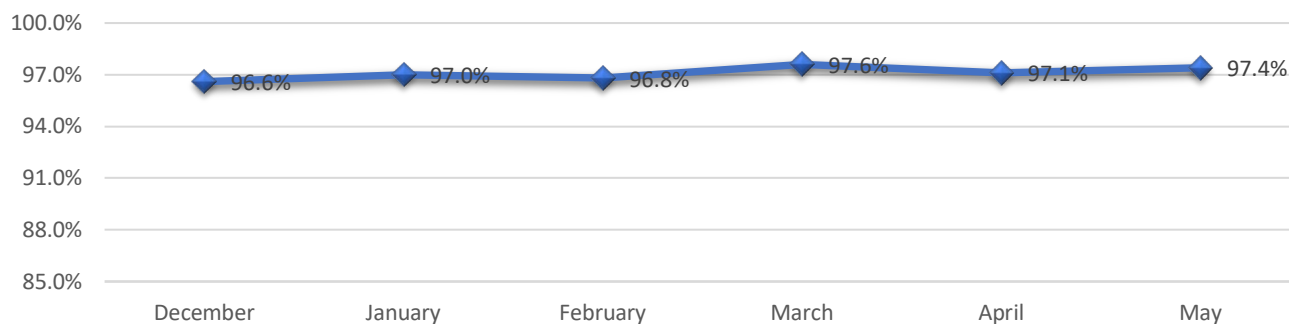
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
A	98 to 100	1 to 20
B	97 to 97.9	21 to 25
C	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≥93.9	≥51



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	2	98.9%
Mansions at Turkey Creek	Orion	252	0	252	0	6	97.6%
Independence Heights	Orion	154	36	118	0	5	96.8%
Peninsula Park	Orion	280	0	280	0	3	98.9%
Pinnacle at Wilcrest	Embrey	250	0	250	0	3	98.8%
Sweetwater Point	Lynd	260	26	234	0	17	93.5%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	6	97.5%
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	33	85.1%
Lincoln Park	Orion	250	200		50	3	98.8%
Oxford Place	Orion	250	230		20	0	100.0%
TOTALS		2,706	719	1,881	106	78	97.4%
RAD-PBV							
Victory-HRI	Orion	140	140		0	20	85.7%
TOTAL		140	140	0	0	20	85.7%

6 Month Trailing Occupancy Rate



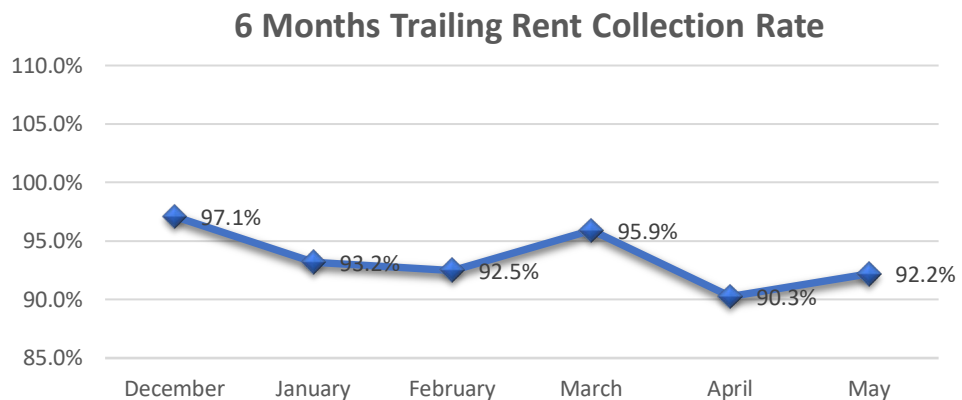
RENT COLLECTION

Low-Income Public Housing Development	PMC	Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Allen Parkway Village	Orion	\$110,342	\$99,623	90.29%	E	\$528,238	\$475,614	90.04%	E
Bellerive	J. Allen	\$51,427	\$51,426	100.00%	A	\$259,388	\$259,372	99.99%	A
Clayton Homes	J. Allen	\$14,568	\$12,976	89.08%	F	\$103,559	\$91,802	88.65%	F
Cuney Homes	Orion	\$142,644	\$119,883	84.04%	F	\$764,913	\$723,912	94.64%	C
Ewing	Orion	\$9,386	\$9,376	99.89%	A	\$43,733	\$43,718	99.97%	A
Forest Green	J. Allen	\$5,569	\$5,517	99.07%	A	\$27,396	\$24,708	90.19%	E
Fulton Village	Lynd	\$28,229	\$28,229	100.00%	A	\$149,020	\$139,667	93.72%	D
Heatherbrook Apts.	Lynd	\$13,606	\$13,051	95.92%	C	\$64,640	\$63,843	98.77%	A
Historic Oaks of APV	Orion	\$53,473	\$53,473	100.00%	A	\$265,845	\$257,959	97.03%	B
Independence	Orion	\$6,100	\$6,100	100.00%	A	\$27,501	\$19,600	71.27%	F
Irvinton Village	J. Allen	\$71,060	\$60,695	85.41%	F	\$384,486	\$330,676	86.00%	F
Kelly Village	J. Allen	\$62,371	\$62,262	99.82%	A	\$298,630	\$282,272	94.52%	C
Kennedy Place	Orion	\$43,559	\$43,559	100.00%	A	\$215,343	\$205,646	95.50%	C
Lincoln Park	Orion	\$41,922	\$38,367	91.52%	E	\$199,046	\$190,578	95.75%	C
Lyerly	J. Allen	\$51,104	\$51,102	100.00%	A	\$254,809	\$253,868	99.63%	A
Oxford Place	Orion	\$43,536	\$34,211	78.58%	F	\$189,817	\$162,670	85.70%	F
Sweetwater	Lynd	\$5,080	\$5,080	100.00%	A	\$26,664	\$19,457	72.97%	F
Totals		\$753,975	\$694,930	92.17%	D	\$3,803,027	\$3,545,361	93.22%	D

Section 8 New Construction Development		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$18,737	\$18,633	99.44%	A	\$94,698	\$92,705	97.90%	B
Telephone Road	Tarantino	\$13,045	\$13,045	100.00%	A	\$66,939	\$66,840	99.85%	A
Totals		\$31,782	\$31,678	99.67%	A	\$161,637	\$159,545	98.71%	A

RAD-PBV		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Victory-HRI	Orion	\$83,134	\$74,398	89.49%	F	\$411,134	\$399,997	97.29%	B
Totals		\$83,134	\$74,398	89.49%	F	\$411,134	\$399,997	97.29%	B

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



EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Allen Parkway Village	Orion	21	21	100.0%	A
Bellerive	J. Allen	43	43	100.0%	A
Clayton Homes	J. Allen	0	0	N/A	A
Cuney Homes	Orion	62	59	95.2%	E
Ewing	Orion	1	1	100.0%	A
Forest Green	J. Allen	0	0	N/A	A
Fulton Village	Lynd	0	0	N/A	A
Heatherbrook Apartments	Lynd	0	0	N/A	A
Historic Oaks of APV	Orion	9	9	100.0%	A
Independence Heights	Orion	0	0	N/A	A
Irvinton Village	J. Allen	49	48	98.0%	B
Kelly Village	J. Allen	0	0	N/A	A
Kennedy Place	Orion	0	0	N/A	A
Lincoln Park	Orion	0	0	N/A	A
Lyerly	J. Allen	13	13	100.0%	A
Oxford Place	Orion	2	2	100.0%	A
Sweetwater	Lynd	0	0	N/A	A
Totals		200	196	98.0%	B

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

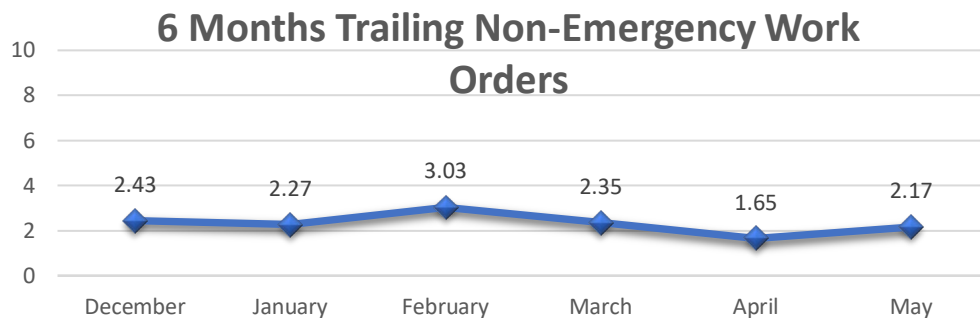
NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Emergency Work Orders Generated	Percentage Completed within 24 hours	Grade
Allen Parkway Village	Orion	63	2.29	A
Bellerive	J. Allen	79	1.09	A
Clayton Homes	J. Allen	18	1.67	A
Cuney Homes	Orion	119	2.90	A
Ewing	Orion	4	1.00	A
Forest Green	J. Allen	6	2.00	A
Fulton Village	Lynd	6	0.00	A
Heatherbrook Apartments	Lynd	62	3.39	A
Historic Oaks of APV	Orion	29	2.39	A
Independence Heights	Orion	0	0.00	A
Irvinton Village	J. Allen	135	2.65	A
Kelly Village	J. Allen	159	3.66	A
Kennedy Place	Orion	34	7.33	A
Lincoln Park	Orion	28	2.15	A
Lyerly	J. Allen	89	2.85	A
Oxford Place	Orion	36	1.44	A
Sweetwater	Lynd	1	0.00	A
Totals		868	2.17	A

Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	78	2.83	A
Telephone Road	Tarantino	2	1.00	A
Totals		80	1.92	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	553	100.0%	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	454	90.8%	A
Independence Heights	Orion	36	36	100.0%	A
Irvinton Village	J. Allen	318	56	17.6%	A
Kelly Village	J. Allen	270	56	20.7%	A
Kennedy Place	Orion	108	108	100.0%	A
Lincoln Park	Orion	200	200	100.0%	A
Lyerly	J. Allen	199	128	64.3%	A
Oxford Place	Orion	230	230	100.0%	A
Sweetwater	Lynd	26	0	0.0%	A
Totals		3,051	1,861	61.0%	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	87	87.0%	A
Totals		300	87	29.0%	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 99%	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 100%	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 42%	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. 514 families participate in the FSS program. 213 of the 514 (42%) families eligible for escrow currently have an FSS escrow balance.			5	≤29

REAL ESTATE, INVESTMENT, AND DEVELOPMENT

MAY 2022

REO PROJECTS

PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS

- **Major Capital Projects**

- APV – 4 Units: Rehabilitation of 4 Units Construction is ongoing. Due to some structural and unforeseen conditions, the additional scope has been added that is currently being priced and submitted for permit revisions.
- Oxford Repairs due to Freeze – The contractor was issued notice to proceed with work – starting May 10, 2022, with a completion date of October 28, 2022.
- Bellerive Roof – Construction contract executed. Construction is expected to start in December due to the availability of materials.
- Kelly Village – Residential Roof Gutters – The contract was executed on May 16, 2022.
- Playground Rehabilitation:
 - Cuney – to be completed June 10, 2022;
 - Kennedy – to be completed June 17, 2022;
 - Lincoln: TBD
- Heatherbrook & Sweetwater – RAD Conversions ongoing.
 - Sweetwater conversion proposed closing to occur mid -June 2022
 - Heatherbrook – scope, and budget has been finalized and we are working to complete documentation of the scope of the critical repair with the architect.

NEW DEVELOPMENT

- Standard on Jensen:
 - Construction is expected to start in August 2022, with a projected occupancy in 2024.
- 800 Middle Street:
 - Bond allocation is expected in May 2022, with Construction starting by August 2022 and full occupancy in December 2024.
- 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 Tax Credits was conditionally approved, March 10, 2022 - \$89,805 in additional credits were awarded. Construction Completion is 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 2022.
- We continue to work with our Developer Partners Franklin towards closing in July 2022. The construction phasing is being finalized to facilitate relocation activities of our client on-site.
- Construction start is expected, in August 2022 for site work; with the rehabilitation of the units starting in December of 2022;

HURRICANE HARVEY

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

2100 MEMORIAL

- Construction continues with an estimated completion of March 8, 2024.

TxDOT LAND SALES

- **Clayton:** Phase 1 has closed. The demo of Phase 1 is complete. The deadline for the second phase/ transaction was extended to June 30, 2022. Currently, approximately 43 residents to be relocated.
- **Kelly II:** No updates.

OPEN SOLICITATION LOG

JUNE 2022

HHA'S PROCUREMENT DEPT.

Type	Solicitation #	Status	Department(s)	Description	Advertisement Date	Due Date
RFP	22-30	Open	HCVF	Project Based Vouchers	5-23-22	6-16-22
QBS	22-27	Open	REID	A&E Services	5-12-22	6-17-22
IFB	22-28	Open	REID	Pneumatic Gas Testing of Irvinton Village	6-2-22	7-1-22

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 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	2,186,050	2,254,320	68,270
Operating Expenses				
Salaries and Benefits	4,176,557	1,392,186	1,272,290	119,896
Facilities and Other Administrative Expenses	1,978,715	659,572	634,028	25,544
Total Central Office Expenses	6,155,272	2,051,757	1,906,318	145,439
Surplus/(Use) of Business Activities Funds for COCC	402,879	134,293	348,002	213,709

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	4,521,720	4,614,815	93,095
Operating Expenses				
Salaries and Benefits	7,028,110	2,342,703	2,193,979	148,724
Administrative Expenses	2,244,362	748,121	696,327	51,794
COCC-Management Fees	4,047,449	1,349,150	1,402,275	(53,125)
Total Operating Costs Expenses	13,319,921	4,439,974	4,292,581	147,393
Cash Flow (Deficit) from Operations	245,239	81,747	322,234	240,487
Housing Assistance Payments (HAP)				
Housing Assistance Payment Subsidy	160,000,000	53,333,333	54,329,458	996,125
Investment Income on HAP Reserves	0	0	0	0
Housing Assistance Payments	160,000,000	53,333,333	54,218,308	(884,975)
HAP Current Year Excess (Use)	0	0	111,150	111,150

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 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	4,843,507	4,920,072	76,565
Tenant Rental Income	16,961,004	5,653,668	5,695,931	42,263
Other Income	250,000	83,333	64,941	(18,392)
Total Operating Income	31,741,524	10,580,508	10,680,944	100,436
Operating Expenses				
Administrative Expenses	9,849,695	3,283,232	2,888,697	394,535
Tenant Services	583,080	194,360	141,843	52,517
Utilities	3,867,052	1,289,017	1,234,712	54,305
Maintenance	9,650,050	3,216,683	2,905,374	311,309
Protective Services	1,975,735	658,578	643,270	15,308
Insurance Expense	2,312,660	770,887	750,114	20,773
Other General Expense	351,252	117,084	106,792	10,292
Total Routine Operating Expenses	28,589,524	9,529,841	8,670,802	859,039
Net Income from Operations	3,152,000	1,050,667	2,010,142	959,475
Non-Routine Maintenance	4,000,000	1,333,333	1,025,474	307,859
Debt Service	1,416,350	472,117	331,670	140,447
Debt Service- ESCO	709,688	236,563	230,874	5,689
Cash Flow from Operations	(2,974,038)	(991,346)	422,124	1,413,470
Funds from Capital Funds	4,000,000	1,333,333	1,025,474	(307,859)
Cash Flow (Deficit) from Operations	1,025,962	341,987	1,447,598	1,105,611

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 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	422,850	432,000	9,150
Tenant Rental Income	482,712	160,904	150,274	(10,630)
Other Income	100	33	0	(33)
Total Operating Income	1,751,363	583,788	582,274	(1,514)
Operating Expenses				
Administrative Expenses	590,193	196,731	183,800	12,931
Tenant Services	15,215	5,072	4,747	325
Utilities	186,192	62,064	53,016	9,048
Maintenance	434,073	144,691	104,738	39,953
Protective Services	73,797	24,599	23,957	642
Insurance Expense	55,604	18,535	18,117	418
Other General Expense	25,000	8,333	7,237	1,096
Total Routine Operating Expenses	1,380,074	460,025	395,612	64,413
Net Income from Operations	371,289	123,763	186,662	62,899
Non-Routine Maintenance	125,000	41,667	0	41,667
Debt Service	0	0	0	0
Cash Flow (Deficit) from Operations	246,289	82,096	186,662	104,566

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 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	281,667	262,859	(18,808)
Tenant Rental Income	262,000	87,333	83,299	(4,034)
Other Income	4,065	1,355	942	(413)
Total Operating Income	1,111,065	370,355	347,100	(23,255)
Operating Expenses				
Administrative Expenses	253,311	84,437	81,690	2,747
Tenant Services	65,688	21,896	20,540	1,356
Utilities	109,938	36,646	30,802	5,844
Maintenance	447,270	149,090	89,932	59,158
Protective Services	35,217	11,739	11,155	584
Insurance Expense	116,211	38,737	38,242	495
Other General Expense	25,000	8,333	6,911	1,422
Total Routine Operating Expenses	1,052,635	350,878	279,272	71,606
Net Income from Operations	58,430	19,477	67,828	48,351
Non-Routine Maintenance	275,000	91,667	0	91,667
Debt Service	12,000	4,000	3,000	1,000
Funds from Replacement Reserve	275,000	91,667	0	(91,667)
	0	0	0	0
Cash Flow (Deficit) from Operations	46,430	15,477	64,828	49,351

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					¹ 8 AM- JP WFS @ Oxford 3:00 PM- Jobs Plus Orientation "Safety & You" @ Oxford	²
³	⁴ HHA HOLIDAY 	⁵ 8 AM- JP- WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @Heatherbrook/Sweetwater (Everyday- Monday-Friday) 10AM- Workforce Solutions@ Oxford Career Exploration Job Search Seminar Virtual MS Team 3 PM Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney (Everyday- Monday-Friday)	⁶ 8 AM- JP- WFS @ Oxford 3 PM- JP Orientation @ Oxford 1pmCuney Homes Diabetes Education Lunch and Learn	⁷ 8 AM- JP- WFS @ Oxford 10 AM- The Alliance Credit Workshop @ Oxford 1 PM- JP WFS @ Oxford	⁸ 8 AM-- JP WFS @ Oxford 10 AM—JP Orientation/Celebrate "You" @ Oxford 1 PM- Jobs Plus Youth Career & Exploration	⁹
¹⁰	¹¹ 8 AM-- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @Heatherbrook/ Sweetwater (Everyday- Monday-Friday) 3 PM- Jobs Plus Orientation @ Oxford 3 PM- Tenant Relations @ Cuney 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday)	¹² 8 AM-- JP WFS @ Oxford 10 AM- JP/WFS Resume Writing @ Oxford	¹³ 8 AM-- JP WFS @ Oxford 12 PM- Tenant Relations Tenant Relations "Create A Space You Love" @ Independence Heights 1 PM- Tenant Relations @ Kennedy 3 PM- Jobs Plus Orientation @ Oxford 3 PM- Tenant Relations"Create A Space You Love"@Heatherbrook	¹⁴ 8 AM- JP WFS @ Oxford 10 AM- The Alliance Banking Workshop @ Oxford Place 2 PM- Tenant Relations New Tenant Orientation @ Cuney 3 PM- JP Orientation @ Oxford 3PM- Bellerive Bingo Lunch and Learn/Father's Day	¹⁵ 8 AM- JP WFS @ Oxford 1 PM- Youth Career Exploration 1pm- Father's Day @ Fulton- Lunch & Learn 1pm- Cuney Homes Celebration/Recognize Graduates 1pm- HOAPV's Father's Day Celebration/Lunch/Learn 3 PM- Jobs Plus Orientation/ Explore "You" @ Oxford	¹⁶
¹⁷	¹⁸ 8 AM-- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @Heatherbrook/ Sweetwater (Everyday- Monday-Friday) 3 PM- Jobs Plus Orientation @ Oxford 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday)	¹⁹ 8 AM- JP WFS @ Oxford 10AM- WFS Career Exploration Job Search Seminar Virtual MS Team @ Oxford 11AM- Lincoln Park Fun Day/Job Fair 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney (Everyday- Monday-Friday) 4 PM- Tenant Relations @ Lincoln 5 PM- RC Monthly Meeting @ Oxford	²⁰ 8 AM- JP WFS @ Oxford 12 PM- Tenant Relations "Create A Space You Love" @ Fulton 3 PM- JP Orientation Cake & Conversation @ Oxford 5:30 PM- Cuney Homes Resident Council Monthly Meeting	²¹ 8 AM- JP WFS @ Oxford 10 AM- JP - The Alliance Budget Workshop @ Oxford 1 PM- WFS Career Exploration Job Search Seminar Virtual MS Team @ Oxford Place- JP 3 P.M. Bingo Bash @ Bellerive 3 PM- Tenant Relations "Create A Space You Love" @ Forest Green	²² 8 AM- JP WFS @ Oxford 1 PM- WFS- Youth Career & Exploration Session 3 PM- JP Orientation/Envision "You" @ Oxford 5PM Irvinton Village Resident Meeting	²³
²⁴	²⁵ 8 AM-- JP WFS @ Oxford 9 AM- YWCA Congregate Meals @ Bellerive & Lyerly (Everyday- Monday-Friday) 9 AM- Senior Circle @Heatherbrook/ Sweetwater (Everyday- Monday-Friday) 3 PM- JP Orientation @ Oxford 3 PM- Kidz Grub @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday)	²⁶ 8 AM- JP WFS @ Oxford 9 AM- Rainbow Senior Circle @Heatherbrook/ Sweetwater 10 AM- JP/WFS - How to Start A Business Seminar @ Oxford 2PM Tenant Relations @ HOAPV 3 PM- Kidz Grub @ Fulton, HOAPV, Independence Heights, Lincoln Park, Oxford Place & YMCA Afterschool Prog. @ Cuney Homes (Everyday- Monday-Friday) 3PM- Tenant Relations "Create A Space You Love" @ Oxford Place 5 PM- Tenant Relations "Create A Space You Love" @ Kelly Village	²⁷ 8 AM-- JP WFS @ Oxford 3 PM- Tenant Relations @ Allen Parkway 3 PM- Job Plus Orientation @ Oxford	²⁸ 8 AM-- JP WFS @ Oxford 10 AM & 2 PM- The Alliance Savings Workshop 11:30 AM- 3 PM- JP WFS Community Resource Fair @ Oxford Live or Virtual 2 PM- Tenant Relations Meeting @ Bellerive 5 PM- Tenant Relations Tenant Relations "Home Maker Create A Space You Love" @ Irvinton	²⁹ 8 AM-- JP WFS @ Oxford 2 PM- Jobs Plus Orientation/Employment and "You" "You" @ Oxford	³⁰
³¹						