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

**Tuesday, April 20, 2021**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, April 20, 2021, via telephone conference pursuant to the March 16, 2020 Notice issued by the Office of the Texas Attorney General and in accordance with the applicable portions of the Texas Open Meetings Act. The U.S. toll-free number was 1-888-475-4499, the local number was 1-346-248-7799 and the meeting identification number is 840 0577 7143.

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

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

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

Secretary Thiele called the roll and declared a quorum present.

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

Chair Snowden offered the use of an interpreter, who has been instructed to be on teleconference as well and will be available to Spanish speakers who may be need assistance for public comments only. Elizabeth Paris was asked to introduce herself in Spanish and let the attendees know of her service.

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

ABSENT: Andrea Hilliard Cooksey, Commissioner

## **APPROVAL OF MINUTES**

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

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

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

## **INTERIM PRESIDENT'S REPORT**

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

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

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

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

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

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

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

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

## **PUBLIC COMMENTS**

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

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

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

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

## **NEW BUSINESS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **EXECUTIVE SESSION**

Chair Snowden suspended the Public Session on Tuesday, April 20, 2021 at 3:33 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

## **PUBLIC SESSION RECONVENED**

Chair Snowden reconvened Public Session at 4:05 p.m. on Tuesday, April 20, 2021.

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

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

Chair Snowden stated we will continue to new business.

## **NEW BUSINESS continued...**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

#### **WAREHOUSE DISTRICT APARTMENTS PUBLIC HEARING**

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

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

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

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

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

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

## **ADJOURNMENT**

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

Chair Snowden asked for a motion to adjourn the meeting.

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