

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

**Tuesday, June 22, 2021**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, June 22, 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 was 890 4608 5209.

Chair Snowden called the meeting to order at 3:00 p.m. Secretary Thiele called the roll and declared a quorum present. 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 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  
                      Andrea Hilliard Cooksey, Commissioner  
                      Stephanie A.G. Ballard, Commissioner  
                      Mark Thiele, Secretary  
                      Dr. Max A. Miller, Jr., Commissioner  
                      Guillermo “Will” Hernandez, Commissioner

### APPROVAL OF MINUTES

Chair Snowden stated the Board has had an opportunity to review the May 18, 2021, Board of Commissioners meeting minutes. He asked for a motion to adopt the May 18, 2021 meeting minutes.

Commissioner Thomas moved to adopt the May 18, 2021, Board of Commissioners meeting minutes. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to the May 18, 2021 Board of Commissioners meeting minutes. Having none, the minutes passed unanimously and are adopted.

### INTERIM PRESIDENT’S REPORT

Secretary Thiele stated there are 2,980,325 confirmed COVID cases and over 52,300 deaths. In Harris County, there are 203,496 confirmed cases and 6,549 souls have passed. As we have said, now is not the time to let down your guard. Please get vaccinated and continue to get tested, mask up, social distance and wash your hands.

In national news, President Biden released the full 2022 budget on May 28th providing additional details to top line numbers as outlined by the administration in April. The President proposes to increase HUD funding by 15%, focusing increases on core programs, climate change resiliency, disinvested communities and HUD staff capacity. We are pleased to see and will advocate for a strong housing presence in the federal budget. On June 14, former NAHRO CEO, Adrienne Todman, was sworn in as Deputy Secretary of the US Department of Housing and Urban Development. We were pleased to see that. She has been an outstanding advocate for housing

needs and particularly as the former NAHRO CEO from June 2017 until her recent confirmation as Deputy Secretary.

Finally, we are watching very closely to see if the administration will go ahead and extend the eviction moratorium. We encourage the administration to keep the needs of low income residents first and foremost in their thoughts as they move forward.

Thank you, Commissioners, that's 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. No hands were raised.

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

## **NEW BUSINESS**

**Resolution No. 3278: Consideration and/or take action to authorize the Interim President & CEO or designee to submit the Moving to Work Annual Contributions Contract (ACC) Amendment to the US Department of Housing and Urban Development**

Secretary Thiele stated we are very excited about the resolution that we bring forward to you today. I am proud of the staff that has worked hard to achieve it. Resolution No. 3278 will be presented by Alan Isa in his capacity as Policy Analyst.

Mr. Isa stated Resolution No. 3278 asks that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to adopt and approve the submission of the Moving to Work (MTW) Amendment to the Public Housing and Housing Choice Voucher Annual Contributions Contracts (ACC) and related documents.

HHA was awarded MTW Cohort 2 designation in May 2021. Upon entry into the MTW program, PHAs can apply for various funding program flexibilities and waivers within the statutory requirements. These waivers can be implemented at the first of the month after the ACC amendment execution. Staff recommends approval of this resolution.

Chair Snowden stated the Board has heard the resolution presented by Mr. Isa and asked for a motion to adopt Resolution No. 3278.

Commissioner Thomas moved to approve Resolution No. 3278. Commissioner Hernandez seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3278. Having none, Resolution No. 3278 is adopted.

Chair Snowden stated we will move now to Resolution No. 3279.

**Resolution No. 3279: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute contracts with Dr. Myron Cloyd Consultant Services and Initiatives for Healthy Communities**

Secretary Thiele stated that Resolution No. 3279 will be presented by Mr. George Griffin, Vice President of PHO.

Mr. Griffin stated that we need to make note that there was an inconsistent use of the firm's name in the resolution so that will need to be amended. It should have been Initiatives for Healthy Communities instead of Initiatives for Healthy Living.

The purpose of Resolution No. 3279 is to seek approval on the selection of firms who will host meetings or consultations. These could be virtual or in person for an average of 90 minutes for one or more individuals. These individual sessions requested by resident council will supplement leadership meetings sought by HHA. Consultations and training sessions shall be broad and include general areas consisting of, but not limited to, strategic marketing operations, financial volunteer management, tenant landlord obligations, affordable housing program compliance, technology, partnership development, social media and mediation. Housing operations has had prior involvement with both firms and both firms are in WBE. There are also no conflicts of interest and both firms are not on HUD Debarment list.

Therefore this resolution recommends authorizing the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to enter into contracts with Dr. Myron Cloyd Consultant Services and Initiatives for Healthy Communities to provide Resident Council Leadership Training for five (5) years in amount not to exceed \$250,000. Staff recommends the approval of Resolution No. 3279.

Chair Snowden stated the Board has heard the resolution presented by Mr. Griffin and asked for a motion to adopt Resolution No. 3279 with the correction of the firm's name, Initiatives for Healthy Communities instead of Initiatives for Healthy Living.

Commissioner Thomas moved to approve Resolution No. 3279. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3279. Having none, Resolution No. 3279 is adopted.

Chair Snowden stated we will move now to Resolution No. 3280.

**Resolution No. 3280: Consideration and/or to take action to authorize the Interim President & CEO or designee to amend the Houston Housing Authority's Human Resources Employee Handbook to include a Telecommuting Policy and Procedures**

Secretary Thiele stated that Resolution No. 3280 will be presented by Ms. Dianne Mitchell, Director of Human Resources.

Ms. Mitchell stated the purpose of Resolution No. 3280 is to seek approval from the Houston Housing Authority Board of Commissioners to authorize the Interim President & CEO or designee to amend the HHA Human

Resources Employee Handbook to include a Telecommuting Policy and Procedures. Accordingly, staff recommends the Board adopt Resolution No. 3280.

Chair Snowden stated the Board has heard the resolution presented by Ms. Mitchell and asked for a motion to adopt Resolution No. 3280.

Commissioner Ballard moved to approve Resolution No. 3280. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3280. Having none, Resolution No. 3280 is adopted.

Chair Snowden stated we will move now to Resolution No. 3281.

**Resolution No. 3281: Consideration and/or to take action to authorize the Interim President & CEO or designee to amend HHA Board Resolution 3198, awarding Project-Based Vouchers to 2100 Memorial Redevelopment**

Secretary Thiele stated that Resolution No. 3281 and Resolution No. 3282 will be presented by Ms. Robin Walls, Vice President of HCVP.

Ms. Walls stated this resolution requests that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to amend the original award of forty (40) Project-Based Vouchers for 2100 Memorial Redevelopment at 2100 Memorial Drive Houston, TX 77007, awarded October 22, 2020, to thirty-nine (39) Project-Based Vouchers, pursuant to the memorandum dated June 15, 2021, from Robin Walls, Vice President of HCVP to Mark Thiele, Interim President & CEO.

The removal of one unit is necessary in order to be in compliance with both the tax credit application that the 2100 Memorial property is pursuing and in accordance with HUD headquarters which is conducting a subsidy layering review so they required a formal amendment of the previously awarded resolution. Accordingly staff recommends the approval of Resolution No. 3281.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3281.

Commissioner Miller moved to approve Resolution No. 3281. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3281. Having none, Resolution No. 3281 is adopted.

Chair Snowden stated we will move now to Resolution No. 3282.

**Resolution No. 3282: Consideration and/or to take action to authorize the Interim President & CEO or designee to approve the implementation of HUD waivers in accordance with HUD's PIH notice 2021-14**

Ms. Walls stated this resolution requests that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to fully implement HUD waivers in accordance with HUD's PIH notice 2021-14, pursuant to the memorandum dated June 8, 2021, from Robin Walls, Vice President of the Housing Choice Voucher Program to Mark Thiele, Interim President & CEO.

This waiver will extend existing waivers that are due to expire on June 30, 2021. The new waivers will expire on December 31, 2021 and are applicable to the Housing Choice Voucher Program as well as Public Housing Operations. Accordingly, staff recommends to approve of Resolution No. 3282.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3282.

Commissioner Thomas moved to approve Resolution No. 3282. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3282. Having none, Resolution No. 3282 is adopted.

Chair Snowden stated we will move now to Resolution No. 3283.

**Resolution No. 3283: Consideration and/or to take action to authorize the Interim President & CEO or designee to take the following actions with regard to the Telephone Road Elderly Apartments (the "Project"): (a) finance cost overruns at the Project; and (b) such other actions necessary or convenient to carry out this resolution**

Secretary Thiele stated that Resolution No. 3283 and Resolution No. 3284 will be presented by Mr. Cody Roskelley, Vice President of REID.

Mr. Roskelley stated Resolution No. 3283 requests that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to take the following actions with regard to the Telephone Road Elderly Apartments (the "Project"): (a) finance cost overruns at the Project; and (b) such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Cody Roskelley, VP REID dated June 9, 2021, to Mark Thiele, Interim President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3283.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3283.

Commissioner Kirkendoll moved to approve Resolution No. 3283. Commissioner Hernandez seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3283. Having none, Resolution No. 3283 is adopted.

Chair Snowden stated we will move now to Resolution No. 3284.

**Resolution No. 3284: Consideration and/or to take action to authorize the Interim President & CEO or designee to re-finance the Standard in the Heights Apartments, located at 609 Waverly St., Houston TX 77007**

Mr. Roskelley stated Resolution No. 3284 requests that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to facilitate such actions necessary or convenient to re-finance the Standard in the Heights Apartments, located at 609 Waverly Street, Houston, TX 77007 pursuant to the memorandum from Cody Roskelley, VP REID dated June 8, 2021, to Mark Thiele, Interim President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3284.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3284.

Commissioner Thomas moved to approve Resolution No. 3284. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3284. Having none, Resolution No. 3284 is adopted.

Chair Snowden stated we will move now to Resolution No. 3285.

**Resolution No. 3285: Consideration and/or to take action to authorize the Interim President & CEO or designee to authorize Victory Street Public Facility Corporation's Issuance, Sale, and Delivery of its Multifamily Housing Governmental Note (2100 Memorial Apartments) Series 2021**

Mr. Roskelley stated Resolution No. 3285 requests that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to approve Victory Street Public Facility Corporation's Issuance, Sale and Delivery of Multifamily Housing Governmental Note (2100 Memorial Apartments) Series 2021, pursuant to the memorandum from Cody Roskelley, VP REID dated June 9, 2021, to Mark Thiele, Interim President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3285.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3285.

Commissioner Thomas moved to approve Resolution No. 3285. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3285. Having none, Resolution No. 3285 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, June 22, 2021 at 3:23 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

**PUBLIC SESSION RECONVENED**

Chair Snowden reconvened Public Session at 3:42 p.m.

Secretary Thiele called the roll and declared a quorum present.

**NEW BUSINESS continued...**

**Resolution No. 3286: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with AMTEX for the development of Barker Oaks, an apartment community that will be located at or about 2250 Barker Oaks Dr., Houston, TX 77077**

Chair Snowden asked for a motion to TABLE Resolution No. 3286.

Commissioner Miller moved to approve Resolution No. 3286. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to TABLING Resolution No. 3286. Having none, Resolution No. 3286 is TABLED.

Chair Snowden stated we will move now to Resolution No. 3287.

**Resolution No. 3287: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with AMTEX for the development of Cottingham Villas, an apartment community that will be located at or about Beltway 8 and Cottingham Road, Houston, TX 77048**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3287.

Commissioner Thomas moved to approve Resolution No. 3287. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3287. Having none, Resolution No. 3287 is adopted.

Chair Snowden stated we will move now to Resolution No. 3288.

**Resolution No. 3288: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with AMTEX for the development of The Grand Seasons, an apartment community that will be located at or about North of Stockdick School Road and West of Peek Road in Katy, TX 77493**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3288.

Commissioner Miller moved to approve Resolution No. 3288. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3288. Having none, Resolution No. 3288 is adopted.

Chair Snowden stated we will move now to Resolution No. 3289.

**Resolution No. 3289: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with LDG Development, LLC for the development of Greenfield, an apartment community that will be located at or about Brandt Road and Spring Cypress Road, Spring Texas 77373**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3289.

Commissioner Kirkendoll moved to approve Resolution No. 3289. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3289. Having none, Resolution No. 3289 is adopted.

Chair Snowden stated we will move now to Resolution No. 3290.

**Resolution No. 3290: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with LDG Development, LLC for the development of Treaschwig, an apartment community that will be located at or about the Southwest corner of Treaschwig Road and Cypresswood Dr. Spring, TX 77373.**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3290.

Commissioner Kirkendoll moved to approve Resolution No. 3290. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3290. Having none, Resolution No. 3290 is adopted.

Chair Snowden stated we will move now to Resolution No. 3291.

**Resolution No. 3291: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with AMCAL for the development of Northwood, an apartment community that will be located at or about Spring Stuebner and Holzwarth Rd, Spring, TX 77388**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3291.

Commissioner Kirkendoll moved to approve Resolution No. 3291. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3291. Having none, Resolution No. 3291 is adopted.

Chair Snowden stated we will move now to Resolution No. 3292.

**Resolution No. 3292: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Ascena Capital, LLC for the acquisition of Towne West an, apartment community that is located at or about 14906 Westpark Dr, Houston, TX 77082**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3292.

Commissioner Kirkendoll moved to approve Resolution No. 3292. Commissioner Miller seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3292. Having none, Resolution No. 3292 is adopted.

Chair Snowden stated we will move now to Resolution No. 3293.

**Resolution No. 3293: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Ascena Capital, LLC for the acquisition of Highpoint at Cypress, an apartment community that is located at or about 13902 Mandolin Dr., Houston, TX 77070**



Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to TABLE Resolution No. 3293.

Commissioner Kirkendoll moved to TABLE Resolution No. 3293. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to TABLING Resolution No. 3293. Having none, Resolution No. 3293 is TABLED.

Chair Snowden stated we will move now to Resolution No. 3294.

**Resolution No. 3294: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Ascena Capital, LLC for the acquisition of The Broadway, an apartment community that is located at or about 8965 N Broadway, Houston, TX 77034**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3294.

Commissioner Miller moved to approve Resolution No. 3294. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3294. Having none, Resolution No. 3294 is adopted.

Chair Snowden stated we will move now to Resolution No. 3295.

**Resolution No. 3295: Consideration and/or to take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Ascena Capital, LLC for the acquisition of Estates at Hollister, an apartment community that is located at or about 7740 W Little York Rd, Houston, TX 77040**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3295.

Commissioner Kirkendoll moved to approve Resolution No. 3295. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3295. Having none, Resolution No. 3295 is adopted.

Chair Snowden stated we will move now to Resolution No. 3296.

**Resolution No. 3296: Consideration to authorize the Interim President & CEO or designee to facilitate the acquisition of, and the placement of "affordable" units at, the Marq on Voss Apartments located at 2525 South Voss, Houston, Texas 77057, and the execution of all required documents therefor**

Chair Snowden stated that the Board has heard the reading of the resolution. He asked for a motion to approve Resolution No. 3296.

Commissioner Kirkendoll moved to approve Resolution No. 3296. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3296. Having none, Resolution No. 3296 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 3:53 p.m.