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

Tuesday, December 14, 2021

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, December 14, 2021, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

Chair Snowden called the meeting to order at 3:04 p.m. Secretary Thiele called the roll and declared a quorum present. Chair Snowden offered the use of an interpreter to be available to Spanish speakers who may need assistance for public comments only. Ms. Elizabeth Paris was asked to introduce herself in Spanish and let the attendees know of her service.

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

Absent: 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 November 23, 2021, Board of Commissioners meeting minutes. He asked for a motion to adopt the November 23, 2021 meeting minutes.

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

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

INTERIM PRESIDENT’S REPORT

Secretary Thiele stated we continue to be concerned about the COVID-19 numbers. In the State of Texas over 4,388,030 million confirmed cases and over 74,948 deaths. In Harris County Houston there are 592,000 confirmed cases and 9,626 deaths. Now is not the time to let down your guard. Please get vaccinated, get tested, mask up, social distance and wash your hands.

I come before you with an attitude of gratitude. This is a season of reflection, and we are both planning for 2022 and compiling the accomplishments of 2021.

Think about:

- Collaborated with a network of partners to provide residents COVID testing and vaccines
- Standing up a multiplatform messaging system to enhance communication with residents (Dial My Service)
- New HHA Website with multilanguage easy click translation, and multiple microsites
- Multiple significant grants were awarded and work is underway – Choice Neighborhoods, ROSS, JOBS Plus.
- HUD’s Foster Youth to Independence (FYI) Vouchers (25) and Emergency Housing Vouchers (771).
- Demolition has begun on 2100 Memorial, one of our mixed-income senior communities being redeveloped with CDBG-DR17 funds
- Moving to Work – Cohort 2 HHA is the only winner considered under MTW Test Rent #3: Alternative Rent
- And of course, Significant development of Affordable Housing

So significant work has been done, and 2022 will also be busy.

In national news, we are pleased that the government remains open, and are hopeful that the contemplated deal to raise the debt ceiling comes to pass this afternoon.

As for Build Back Better — it is resting on a political knife edge. It’s anyone’s guess whether it will become law.

As of Now - More than \$150 billion for housing and community development programs remains in the bill. If passed, the Build Back Better Act would provide an historic investment in public housing, Housing Choice Vouchers (HVC), Project-Based Rental Assistance (PBRA), Low-Income Housing Tax Credits (LIHTC), HOME program funds, and more, so we remain hopeful.

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.

Doug Smith – Questions about Public Facility Corporations.

Nia Wilson – Concerns regarding Payment Standards

NEW BUSINESS

Resolution No. 3361: Consideration and/or action to authorize the Interim President & CEO or designee to make updates and changes to the Houston Housing Authority Human Resources Employee Handbook.

Ms. Dianne Mitchell, Director of Human Resources stated Resolution No. 3361 reads 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 update and make changes to the HHA Human Resources Employee Handbook pursuant to the memorandum from Dianne Mitchell, Director of Human Resources, dated December 14, 2021, to Mark Thiele, Interim President & CEO. Accordingly, staff recommends the Board adopt Resolution No. 3361.

Chair Snowden stated the Board has heard the resolution presented by Ms. Mitchell and asked for a motion to adopt Resolution No. 3361.

Commissioner Ballard moved to approve Resolution No. 3361. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3361. Having none, Resolution No. 3361 is adopted.

Resolution No. 3362: Consideration and/or action to authorize the Interim President & CEO or designee to approve the 2022 Operating Budget.

Mr. Mike Rogers, VP of Fiscal and Business Operations stated Resolution No. 3362 reads 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 the 2022 Budget for the Houston Housing Authority for the Central Office Cost Center, Housing Choice Voucher Program, Low Rent Public Housing Program, Section 8 New Construction Program and RAD properties and to file Form HUD-52574 with the Department of Housing and Urban Development, pursuant to the memorandum dated November 30, 2021, from Michael Rogers, Vice President for Fiscal and Business Operations to Mark Thiele, Interim President & CEO. Staff recommends the Board adopt Resolution No. 3362.

Chair Snowden stated the Board has heard the resolution presented by Mike Rogers and asked for a motion to adopt Resolution No. 3362.

Commissioner Cooksey moved to approve Resolution No. 3362. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3362. Having none, Resolution No. 3362 is adopted.

Resolution No. 3363: Consideration and/or take action to authorize the Interim President & CEO or designee to utilize Section 8 Housing Assistance Payments funds as allowed under the Moving to Work program to undertake the following actions: 1) refinance existing parcel of land owned by HHA at 2636 Fountain View for future affordable housing development; 2) finance cost overruns at the 6000 Telephone Road Elderly Project; and, 3) take such other actions necessary or convenient to carry out this resolution.

Mr. Mike Rogers stated Resolution No. 3363 reads 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 utilize Section 8 Housing Assistance Payments funds as allowed under the Moving to Work program to undertake the following actions: 1) utilize approximately \$7,614,091 to refinance an existing parcel

of land located at 2636 Fountain View which is owned by Houston Housing Authority and planned for future affordable housing development; 2) finance cost overruns at the Telephone Road Elderly Project; and, 3) take such other actions necessary or convenient to carry out this resolution, pursuant to the memorandum from Michael Rogers, Vice President for Fiscal and Business Operations, to Mark Thiele, Interim President & CEO. Staff recommends the Board adopt Resolution No. 3363.

Chair Snowden stated the Board has heard the resolution presented by Mr. Rogers and asked for a motion to adopt Resolution No. 3363.

Commissioner Thomas moved to approve Resolution No. 3363. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3363. Having none, Resolution No. 3363 is adopted.

Resolution No. 3364: Consideration and/or to take action to authorize the Interim President & CEO or designee to adopt Payment Standards for FY 2022.

Ms. Robin Walls, VP of the HCVP stated Resolution No. 3364 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 adopt Payment Standards effective January 1, 2022, pursuant to the memorandum from Robin Walls, Vice President of the Housing Choice Voucher Program dated December 1, 2021, to Mark Thiele, Interim President & CEO. With respect to payment standards, payment standards are required to be updated with the Voucher program annually. Accordingly, staff recommends the Board adopt Resolution No. 3364.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3364.

Commissioner Thomas moved to approve Resolution No. 3364. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3364. Having none, Resolution No. 3364 is adopted.

Resolution No. 3365: Consideration and/or to take action to authorize the Interim President & CEO or designee to adopt Public Housing Flat Rents and Tax Credit Capped Rents.

Ms. Rhonda Foster, Director of Asset Management stated Resolution No. 3365 reads That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to adopt new Flat Rents and make any necessary corrections, pursuant to the memorandum dated December 3, 2021, from Rhonda Foster, Director, Asset Management to Mark Thiele, Interim President & CEO. The Appropriations Act requires that flat rents be set at no less than the lower of 80 percent of: the applicable fair market rental or such other applicable fair market rental established by HUD such as Small Area Fair Market Rents (SAFMR). As of October 2021, the FY 2022 FMR's increased throughout the Houston Area, which triggers a requirement to revise many of the public housing flat rents upward. Accordingly, staff recommends the Board adopt Resolution No. 3365.

Chair Snowden stated the Board has heard the resolution presented by Ms. Foster and asked for a motion to adopt Resolution No. 3365.

Commissioner Ballard moved to approve Resolution No. 3365. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3365. Having none, Resolution No. 3365 is adopted.

Resolution No. 3366: Consideration and/or action to authorize the Interim President & CEO or designee to update Utility Allowance Rates for Applicable Public Housing Developments.

Mr. Cody Roskelley, VP of REID, stated Resolution No. 3366 reads 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 update the utility allowance rates in accordance with the utility allowance study for applicable Public Housing and Tax Credit Developments and make any corrections and changes, pursuant to the memorandum dated November 30, 2021, from Cody Roskelley, Vice President of Real Estate and Development to Mark Thiele, Interim President & CEO. Staff recommends the Board adopt Resolution No. 3366.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3366.

Commissioner Kirkendoll moved to approve Resolution No. 3366. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3366. Having none, Resolution No. 3366 is adopted.

Resolution No. 3367: Consideration and/or action to authorize the Interim President & CEO or designee to execute a contract with ERC Environmental & Construction Services, Inc. ("ERC") to rehabilitate 24 Apartment Units and the Daycare Center at Oxford Place Apartments.

Mr. Cody Roskelley stated Resolution No. 3367 reads 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 a contract with ERC Environmental & Construction Services, Inc. ("ERC"), to rehabilitate twenty-four (24) Apartment Units and the Daycare Center at Oxford Place Apartments in an amount not to exceed \$445,000.00 pursuant to the memorandum from Cody Roskelley, Vice President of REID dated November 29, 2021, to Mark Thiele, Interim President & CEO. Staff recommends the Board adopt Resolution No. 3367.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3367.

Commissioner Thomas moved to approve Resolution No. 3367. Commissioner Ballard seconded the motion.

Chair Snowden stated he noticed that none of the companies on the list to be evaluated have any M/WBE participation which raises the question are we still looking to make sure that there is some plans of some of these larger firms to continue to receive business from us to at least pursue some indemnity efforts?

Secretary Thiele responded: We absolutely are. In this case, ERC is contributing to the Section 3 Compliance Fund but we are certainly going to continue to make additional outreach efforts. We are very aware of your personal and our agency commitment to M/WBE.

Chair Snowden stated as Chairman, personal becomes agency. He said to Kevin Coleman, Purchasing Director, that he wants to make sure Mr. Coleman is hearing the issues he is raising. Mr. Coleman acknowledged that he did understand.

Chair Snowden asked if there is any objection to approve Resolution No. 3367. Having none, Resolution No. 3367 is adopted.

Resolution No. 3368: Consideration and/or action to authorize the Interim President & CEO or designee to execute a contract with Kirksey Architects, Inc. to perform Site Planning Services at project 800 Middle (800 Middle St, Houston TX 77003).

Mr. Cody Roskelley stated Resolution No. 3368 reads 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 a contract with Kirksey Architects, Inc. to perform Site Planning Services at 800 Middle (800 Middle St, Houston TX 77003) in an amount not to exceed \$1,000,000.00 in the aggregate during a three (3) year period pursuant to the memorandum from Cody Roskelley Vice President of REID dated November 29, 2021 to Mark Thiele, Interim President & CEO. Staff recommends the Board adopt Resolution No. 3368.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to adopt Resolution No. 3368.

Commissioner Thomas moved to approve Resolution No. 3368. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3368. Having none, Resolution No. 3368 is adopted.

Resolution No. 3369: Consideration and/or to take action to authorize the Interim President & CEO or designee to conditionally award Project Based Vouchers to 800 Middle.

Ms. Robin Walls stated Resolution No. 3369 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 conditionally award ninety-five (95) Project-Based Vouchers to 800 Middle located at 800 Middle Houston, TX 77003 pursuant to the memorandum from Robin Walls, Vice President of HCVP dated December 7, 2021, 2021 to Mark Thiele, Interim President & CEO. Staff recommends the Board adopt Resolution No. 3369.

Chair Snowden stated the Board has heard the resolution presented by Ms. Walls and asked for a motion to adopt Resolution No. 3369.

Commissioner Kirkendoll moved to approve Resolution No. 3369. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to approve Resolution No. 3369. Having none, Resolution No. 3369 is adopted.

Resolution No. 3370: Consideration and/or action to authorize the Interim President & CEO or designee to execute contracts with Terrain Solutions, Atlas Technical Consultants, Environmental & Construction Services, Inc. ("ERC"), and InControl Technologies to perform Environmental Services at HHA's Properties.

Mr. Roskelley stated Resolution No. 3370 reads 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 contracts with Terrain Solutions, Atlas Technical Consultants, Environmental & Construction Services, Inc. ("ERC"), and InControl Technologies to perform Environmental Services at HHA's Properties in an amount not to exceed \$4,000,000.00 in the aggregate for three (3) years pursuant to the memorandum from Cody Roskelley dated November 29, 2021, to Mark Thiele, Interim President & CEO.

Chair Snowden stated the Board has heard the resolution presented by Mr. Roskelley and asked for a motion to TABLE Resolution No. 3370.

Commissioner Ballard moved to approve Resolution No. 3370. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to TABLING Resolution No. 3370. Having none, Resolution No. 3370 is TABLED.

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

EXECUTIVE SESSION

Chair Snowden suspended the Public Session on Tuesday, December 14, 2021 at 3:34 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 4:23 p.m.

Secretary Thiele called the roll and declared a quorum present.

NEW BUSINESS continued...

Resolution No. 3371: Consideration and/or action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Trammell Crow for the development of Allora Ventana Lakes, an apartment community that will be located at or about 0 Stockdick School Road, Katy, TX 77449.

Chair Snowden stated that the Board has heard the resolution and asked for a motion to approve Resolution No. 3371.

Commissioner Cooksey moved to approve Resolution No. 3371. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3371. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3371 is adopted.

Resolution No. 3372: Consideration and/or action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with DevCo Preservation LLC for the development of Park Humble, an apartment community that will be located at or about 9390 FM 1960, Humble, TX 77338.

Chair Snowden stated that the Board has heard the resolution and asked for a motion to approve Resolution No. 3372.

Commissioner Ballard moved to approve Resolution No. 3372. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3372. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3372 is adopted.

Resolution No. 3373: Consideration and/or action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Greystar for the development of Perry Road, an apartment community that will be located at or about 13611 Perry Road, Houston, TX 77070.

Chair Snowden stated that the Board has heard the resolution and asked for a motion to approve Resolution No. 3373.

Commissioner Thomas moved to approve Resolution No. 3373. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3373. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3373 is adopted.

Resolution No. 3374: Consideration and/or action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Invictus Development Group for the development of The Mod, an apartment community that will be located at or about 2801 Conti, Houston, TX 77020.

Chair Snowden stated that the Board has heard the resolution and asked for a motion to approve Resolution No. 3374.

Commissioner Ballard moved to approve Resolution No. 3374. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3374. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3374 is adopted.

Resolution No. 3375: Consideration and/or action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with MVAH Partners for the development of Reserve of Hartsook, an apartment community that will be located at or about 10700 Hartsook St, Houston, TX 77034.

Chair Snowden stated that the Board has heard the resolution and asked for a motion to approve Resolution No. 3375.

Commissioner Cooksey moved to approve Resolution No. 3375. Commissioner Thomas seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3375. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3375 is adopted.

Resolution No. 3376: Consideration and/or action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with Trammell Crow for the development of Allora Clear Lake, an apartment community that will be located at or about 14700 Galveston Road, Webster, TX 77598.

Chair Snowden stated that the Board has heard the resolution and asked for a motion to approve Resolution No. 3376.

Commissioner Thomas moved to approve Resolution No. 3376. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopt Resolution No. 3376. Having none, the Chairman called for a vote. All voted in favor therefore Resolution No. 3376 is adopted.

Resolution No. 3377: Consideration and/or action to appoint a President and Chief Executive Office of the Houston Housing Authority and Secretary of the Houston Housing Authority Board of Commissioners.

Chair Snowden stated the candidate in consideration is David A. Northern, Sr. and called for a vote. All voted in favor therefore Resolution No. 3377 is adopted.

ADJOURNMENT

Chair Snowden remarked this concludes the items on today's agenda and asked for a motion to adjourn the meeting.

Commissioner Ballard moved to adjourn. Commissioner Cooksey seconded. The meeting adjourned at 4:31 p.m.