



HOUSTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
JUNE 27, 2023
3:00 P.M.

CUNEY HOMES
Community Center
3260 Truxillo, Houston, TX 77004



HOUSTON

HOUSING AUTHORITY

Transforming Lives & Communities

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

Board of Commissioners: LaRence Snowden, *Chair* | Kristy Kirkendoll | Dr. Max A. Miller, Jr. | Stephanie A.G. Ballard | Andrea Hilliard Cooksey | Kris Thomas

BOARD OF COMMISSIONERS MEETING

Tuesday, June 27, 2023

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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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BOARD OF COMMISSIONERS MEETING
TUESDAY, JUNE 27, 2023
3:00 PM
CUNEY HOMES
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AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of the May 16, 2023 Houston Housing Authority Board Meeting Minutes
- IV. President's Report
- V. Introduction of a Spanish interpreter.
- 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 the Development of NHH GRAY (To Make Comments during the Public Hearing – Please add your name to the sign-in sheet when you enter the Board Meeting)
- VIII. New Business

Resolution No. 3684: Consideration and/or action to authorize the Board of Commissioners ("Board") to approve and authorize amendments to the resolutions numbered 3612-3613, which were previously approved on April 25, 2023 and resolutions numbered 3614-3621, which were previously approved on May 16, 2023 by Board, for the sole purpose of changing and correcting resolution numbers from 3612-3621 to 3674-3683.

Resolution No. 3685: Consideration and/or action to authorize the President & CEO or Designee to enter into contracts with ETC, InfoJini, HJ Staffing, HDC, and RS Recruiting Source for the ability to source temporary staff as required.

Resolution No. 3686: Consideration and/or action to authorize the President & CEO or designee to execute a contract with Thompson Consulting Services, LLC, Tidal Basin Government Consulting, LLC, and Integrated Solutions Consulting for Disaster Recovery Services at various HHA properties.

Resolution No. 3687: Consideration and/or action to authorize the President & CEO to take such actions necessary or convenient to approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Berry), Series 2023; 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.

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Resolution No. 3689: Consideration and/or action to authorize the President & CEO to take such actions necessary or convenient to approve the issuance, sale and delivery by Lakeside Place PFC of the Lakeside Place PFC tax-exempt Multifamily Housing Revenue Notes (Oakwood Trails Apartments) Series 2023A and 2023B and taxable Multifamily Housing Revenue Note (Oakwood Trails Apartments) 2023C; 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.

- IX. 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
- X. Reconvene Public Session to take action on Executive Session agenda items.
- XI. 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 16, 2023

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, May 16, 2023 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 Northern called the roll and declared a quorum present.

Present: LaRence Snowden, Chair
Kris Thomas, Commissioner
Andrea Hilliard Cooksey, Commissioner
Stephanie A.G. Ballard, Commissioner
David A. Northern, Sr., Secretary

Absent: Kristy Kirkendoll, Vice Chair
Max A. Miller, Jr., Commissioner

APPROVAL OF MINUTES

Chair Snowden stated the Board has had an opportunity to review the April 25, 2023 Board of Commissioners meeting minutes and asked for a motion to adopt the meeting minutes.

Commissioner Thomas moved to adopt the meeting minutes and Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to the April 25, 2023 Board of Commissioners meeting minutes. Having none, the minutes are adopted.

Chair Snowden said we will now move into our President’s Report.

PRESIDENT’S REPORT

Secretary Northern state the Commissioners have a copy of the President’s report. The highlights of the report are as follows:

Ms. Cheryl Rivers, Interim VP of HCVP, left HHA and we welcome Kenneth Coles as her replacement for the Interim Vice President of HCVP, he brings a wealth of housing knowledge, experience, and past success working

for housing authorities in Chicago and surrounding Illinois areas. Mr. Coles, alongside Cupid Alexander and Corey Franklin, will oversee the HCVP department as we search for a permanent VP.

HHA Training Center Success: The training center is proving successful in helping public housing authorities across the nation. So far we have hosted 88 PHAs and 287 people have participated in professional development training. We have received \$25,850, bringing \$6,000 in income back to the HHA.

The Clayton Homes demolition is underway and soon we will be turning that property over. We still have security there while the demolition is occurring.

Chair Snowden had comments regarding the Training Center. Make sure we have some data points at the end of the year as to the benefits of the training center being here. The number of individuals training in various areas as well as how we would say that our individual training would normally send them out, what cost benefits that we have for us.

Chair Snowden said we will now move to Public Comments.

PUBLIC COMMENTS

Chair Snowden offered the use of an interpreter to be available to Spanish speakers who may need assistance for public comments only. Mr. Francisco Canales was asked to introduce herself in Spanish and let the attendees know of her service.

Chair Snowden stated that 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.

There are no Public Comments.

NEW BUSINESS

Resolution No. 3614: Consideration and/or action to authorize the President & CEO or designee to award and execute a contract with Etched Communication for Public Relations Services.

Secretary Northern stated that Resolution No. 3614 will be presented by Jennifer Jensen, Communications Coordinator.

Ms. Jensen stated Resolution No. 3614 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate and execute a one-year contract not to exceed \$300,000 per year with an option to extend the contract two additional years in one-year increments, to Etched Communication and make necessary changes or corrections, pursuant to the memorandum dated April 27, 2023 from Jennifer Jensen, Communications & Social Media Coordinator to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt this resolution.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3614.

Commissioner Cooksey moved to adopt Resolution No. 3614. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3614 is adopted.

Resolution No. 3615: Approval of the Houston Housing Authority Cost Allocation Plan.

Secretary Northern stated that Resolutions No. 3615 and 3616 will be presented by Mike Rogers, VP of Fiscal & Business Operations.

Mr. Rogers stated Resolution No. 3615 states That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to implement the Houston Housing Authority Cost Allocation Plan and make all necessary corrections and changes to implement the Houston Housing Authority cost Allocation Plan pursuant to the memorandum dated May 2, 2023, from Michael Rogers, Vice President of Fiscal & Business Operations to David A. Northern, Sr. President & CEO.

this resolution formalizes the cost allocation plan that has been in practice for a number of years. It is the documentation for how we go about matching costs to the appropriate program. We have a lot of different programs that we operate here and some with more restricted funds and it is of paramount importance that our cost allocation plan provides us the methodology to make sure we are lining up the cost with the appropriate program. Accordingly, staff recommends the Board adopt this resolution.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3615.

Commissioner Thomas moved to adopt Resolution No. 3615. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3615 is adopted.

Resolution No. 3616: Consideration and/or action to authorize the President & CEO or designee to enter into Insurance Contracts for the Policy Year 2023/2024 with Housing Authority Insurance Group.

Mr. Rogers stated Resolution No. 3616 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to execute insurance contracts for the 2023/2024 policy year with the Housing Authority Insurance Group (HAIG), including directors and officers general liability, property, building contents, boiler & machinery, umbrella, windstorm and such other coverage that may be required for a combined premium not to exceed \$1,450,000 for the policy year, pursuant to the memorandum dated May 2, 2023 from Michael Rogers, Vice President of Fiscal and Business Operations to David A. Northern, Sr, President and CEO.

This resolution is the second of the two large property insurance renewals that we bring to the board each year. This one deals with a number of our tax credit properties that were that are ineligible for coverage under our other large policy that Texas Municipal League. This will include Heatherbrook property, Fulton property, the Oxford property Victory, Lincoln, and Independence Heights. It formally included both historic oaks and Allen Parkway Village. Those are now covered separately because they're under a renovation program so they've been removed from this particular program for the time being. More than likely, either come back to this one depending on how our partners want to go, it will be something else that will have to do with them. The unfortunate piece of this is that this renewal continues the continued March upward of the premiums that we've been forced to absorb into these programs on a yearly basis. This is an 11.54% increase over the prior year and

that the actual increase would have been significantly higher had APV and HOAPV remained in this particular portfolio.

The single biggest culprit in this is what's going on within the windstorm market. The pricing for windstorm coverage which we have to have because we are located here on the Gulf Coast, has really skyrocketed. It has become increasingly difficult to secure for properties that are in the Gulf Coast area. The marketing reports that we obtained from Hague will sit there and list in order they shopped it to 15 to 20 different providers and almost all of them just denied coverage. They are not writing coverage for either affordable housing or they're not writing coverage for wood frame buildings or they're not writing coverage anywhere in the Gulf Coast Area so it's a very difficult situation for us to have to deal with. We are already beginning to take steps to try to address this for going forward. Just today we got a memorandum from Franklin our partners on AP and HOPV where we're going to be having a strategy session with them and the investor to try to work with the lender to get them to back off some of the demands that they're putting on us for the level of coverage that we have to provide.

We also received today, a notice from our other large provider, TML, about the fact that they're going to be raising their rates because of things that are going on in the marketplace. We've had communications with a number of our management companies and other insurance companies and they are all dealing with this, in fact frequently they're saying that this is a market unlike that they have ever seen that's currently going on right now. So it is at the top of our priority list we'll figure out a way to bring these costs under control. We're going to give it whatever effort we can we're going to leave no stone unturned to do this but this is also the type of coverage that we have to have in order to prudently protect our investment so staff is recommending the approval of this resolution.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3616.

Commissioner Thomas moved to adopt Resolution No. 3616. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution.

Chair Snowden's comments: I would like for you to talk to other housing authorities within Texas and in Louisiana and others on this Gulf Coast and see ideally what they're doing.

Also start thinking about opportunities we have another guest to the Texas Municipal League meetings those are packages and partnerships and things but we could possibly look at other opportunities trying to figure out how to get this cost under control. I'll say this to staff, as these costs go higher, it prevents us from doing lots of things that ultimately could impact you. Your folks are advocating for things on your behalf. This is why we have to call back because of such rising costs that we are unaware of until it happens.

Concluding the discussion, Chair Snowden called for a vote. All voted in favor, therefore Resolution No. 3616 is adopted.

Resolution No. 3617: Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of Campanile on Minimax to be located at or about 610 West Loop at Minimax Dr., Houston, Texas 77008.

Secretary Northern stated that Resolution No. 3617 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3617 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of Campanile on Minimax to be located at or about 610 West Loop at Minimax Dr., Houston, Texas 77008, pursuant to the memorandum from Jay Mason, Director of REID dated May 5, 2023, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt this resolution.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3617.

Commissioner Thomas moved to adopt Resolution No. 3617. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution.

Chair Snowden: Is the total number of units within this development 177 with us providing PBVs?

Mr. Mason: Correct. 93 units would be at or below 60% AMI.

Chair Snowden: Is the 31 PBVs part of these 93 units or in addition?

Mr. Mason: It is part of the 93.

Chair Snowden: 31 of them are affordable and the other 62 of them would be at the various levels. 10 of them being at 30% AMI, 45 being at 60% AMI, 38 at 50% AMI.

Concluding the discussion, Chair Snowden called for a vote. All voted in favor, therefore Resolution No. 3617 is adopted.

Resolution No. 3618: Consideration and/or action to authorize the President & CEO or designee to make necessary changes and corrections to modify Section 1.10(I) (Employee Status Changes - Provisional Appointment/Temporary Assignment) of the Houston Housing Authority Employee Handbook Policy last adopted by the Board of Commissioners on December 14, 2021.

Secretary Northern stated that Resolution No. 3618 will be presented by Patricia Guerra, Director of Human Resources.

Ms. Guerra stated Resolution No. 3618 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to make necessary changes and corrections to modify Section 1.10(I) (Employee Status Changes - Provisional Appointment/Temporary Assignment) of the Houston Housing Authority Employee Handbook Policy last adopted by the Board of Commissioners on December 14, 2021, pursuant to the memorandum from Patricia Guerra, Director of Human Resources, Training and Development dated May 8, 2023, to David A. Northern, Sr., President & CEO.

To summarize, the memo that is attached to the resolution there are two major components that are causing the request to revise the current policy.

The first item reduces the duration of provisional appointments from six months to three months. It may be extended at the authority of our CEO based on business needs. The second component is the annual compensation. Currently, we are increasing the annual compensation with the proposal, we would like to move to offering a monthly stipend equal to what they would have gotten at the annual compensation increase.

Therefore, the employee does not lose out on anything, it's just really for wanting to make the change to mitigate any future legal issues that we may run into. Accordingly, staff recommends the Board adopt this resolution.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3618.

Commissioner Cooksey moved to adopt Resolution No. 3618. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3618 is adopted.

Resolution No. 3619: Consideration and/or action to authorize the President & CEO or designee to approve Lakeside Place PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Pinnacle at Wilcrest) Series 2023.

Secretary Northern stated that Resolutions No. 3619 and 3620 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3619 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to approve Lakeside Place PFC's Issuance, Sale, and Delivery of Multifamily Housing Revenue Bonds (Pinnacle at Wilcrest) Series 2023; 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, Director of REID dated May 2, 2023, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt this resolution.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3619.

Commissioner Thomas moved to adopt Resolution No. 3619. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution.

Chair Snowden: Let me state for the record, this is NOT a new PFC deal that is being added today.

Secretary Northern: This is not a PFC, it is tax credit deal.

Chair Snowden: For clarity, we want to make sure it is stated for the record that is NOT A PFC deal.

Concluding the discussion, Chair Snowden called for a vote. All voted in favor, therefore Resolution No. 3619 is adopted.

Resolution No. 3620: Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of NHH Gray to be located at approximately 2675 & 2604 Gray Street, Houston, Texas 77004.

Mr. Mason stated Resolution No. 3620 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of NHH Gray to be located at approximately 2675 & 2604 Gray Street, Houston, Texas 77004 (the "Project"), pursuant to the memorandum from Jay Mason,

Director of REID dated May 11, 2023, to David A. Northern, Sr., President & CEO. Accordingly, staff recommends the Board adopt this resolution.

Mr. Mason: For clarity, this is 67 project-based vouchers being added.

Secretary Northern: This is part of our Choice Neighborhood area so that helps our development and our goals for the Third Ward community

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3620.

Commissioner Thomas moved to adopt Resolution No. 3620. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3620 is adopted.

Resolution No. 3621: Consideration and/or action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Fairfield Residential for the development of Pinnacle on Wilcrest located at 9520 Wilcrest Drive, Houston, Texas 77099 (the "Project"), to take such actions necessary or convenient to facilitate the conveyance and development of the Project and the execution of all required documents therefor.

Mr. Mason stated Resolution No. 3621 reads That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to execute a Memorandum of Understanding with Fairfield Residential for the Development of Pinnacle on Wilcrest located at 9520 Wilcrest Drive, Houston, Texas 77099 (the "**Project**"), to take such actions necessary or convenient to facilitate the conveyance and development of the Project, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated May 2, 2023, to David A. Northern, Sr., President & CEO. This was a solicitation for the sale of Pinnacle at Wilcrest. There were several respondents and Fairfield had the best score. Accordingly, staff recommends the Board adopt this resolution.

Secretary Northern: This is one of those deals that we own, while we're selling it and going into a 4% tax credit deal to do a rehab, and will continue in ownership would be able to upgrade this development for the community.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3621.

Commissioner Thomas moved to adopt Resolution No. 3621. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution.

Chair Snowden: I heard you say that there is a evaluation of developments score but I do not see that in the packet. I would like the commissioners to get a copy. I would like to make it part of the record of what score was provided to this development. If it's something that's scored, we need to be transparent and make that part of our records.

Mr. Northern, I'd like you to also have discussions with this overall process when we read with the commissioners so we are informed. Individuals need to be aware of that, Pinnacle, it's one of our developments that we are partnering with.

To our public relations team and social media team, we want to make sure that once we start doing this rehab, repair, and the upgrades, that we are informing the community and individuals that we're not doing what is happening in the development over on the southeast side. We are doing what is right for our people.

Concluding the discussion, Chair Snowden called for a vote. All voted in favor, therefore, Resolution No. 3621 is adopted.

EXECUTIVE SESSION

Chair Snowden stated there will be no Executive Session,

ADJOURNMENT

Chair Snowden remarked this concludes the items on today's agenda and declared the meeting adjourned at 3:42 p.m.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

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

**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, MAY 16, 2023
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, May 16, 2023, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. The Board received comments during the public comment period; HHA’s responses to each comment are detailed below:

C = Comments Received
R= HHA Response

PUBLIC COMMENTS

The Board received no comments during the public comment period



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or action to authorize the Board of Commissioners ("Board") to approve and authorize amendments to the resolutions numbered 3612-3613, which were previously approved on April 25, 2023 and resolutions numbered 3614-3621, which were previously approved on May 16, 2023 by Board, for the sole purpose of changing and correcting resolution numbers from 3612-3621 to 3674-3683.

2. Date of Board Meeting: June 27, 2023

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners approve and authorize amendments to the resolutions numbered 3612-3613, which were previously approved on April 25, 2023 and resolutions numbered 3614-3621, which were previously approved on May 16, 2023 by Board, for the sole purpose of changing and correcting resolution numbers from 3612-3621 to 3674-3683 as stated below.

Duplicated Number

Resolution No. 3612

Consideration and/or action to authorize the President & CEO or designee to Write-off vacant tenant accounts for January 1, 2023 to March 31, 2023.

Correct Number

Resolution No. 3674

Resolution No. 3613

Consideration and/or action to authorize the President & CEO or designee to execute a contract with Flock Safety to furnish and install License Plate Reader (LPR) Cameras at all HHA properties. The contract with Flock Safety is a sole-source award, which has been approved by the U.S. Department of Housing and Urban Development (HUD).

Resolution No. 3675

Resolution No. 3614

Consideration and/or action to authorize the President & CEO or designee to award and execute a contract with Etched Communication for Public Relations Services.

Resolution No. 3676

Resolution No. 3615

Approval of the Houston Housing Authority Cost Allocation Plan

Resolution No. 3677

Resolution No. 3616

Consideration and/or action to authorize the President & CEO or designee to enter into Insurance Contracts for the Policy Year 2023/2024 with Housing Authority Insurance Group.

Resolution No. 3678

Duplicated Number**Resolution No. 3617**

Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of Campanile on Minimax to be located at or about 610 West Loop at Minimax Dr., Houston, Texas 77008.

Correct Number**Resolution No. 3679****Resolution No. 3618**

Consideration and/or action to authorize the President & CEO or designee to make necessary changes and corrections to modify Section 1.10(I) (Employee Status Changes - Provisional Appointment/Temporary Assignment) of the Houston Housing Authority Employee Handbook Policy last adopted by the Board of Commissioners on December 14, 2021.

Resolution No. 3680**Resolution No. 3619**

Consideration and/or action to authorize the President & CEO or designee to approve Lakeside Place PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Pinnacle at Wilcrest) Series 2023.

Resolution No. 3681**Resolution No. 3620**

Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of NHH Gray to be located at approximately 2675 & 2604 Gray Street, Houston, Texas 77004

Resolution No. 3682**Resolution No. 3621**

Consideration and/or action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Fairfield Residential for the development of Pinnacle on Wilcrest located at 9520 Wilcrest Drive, Houston, Texas 77099 (the "**Project**"), to take such actions necessary or convenient to facilitate the conveyance and development of the Project and the execution of all required documents therefor.

Resolution No. 3683**4. Department Head Approval**

Signature

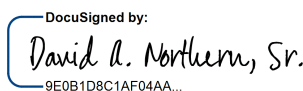
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 99518803554C43A...

Date: 6/22/2023

5. Approval of President & CEO

Signature

DocuSigned by:

 9E0B1D8C1AF04AA...

Date: 6/22/2023



Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JENNINE HOVELL-COX, VICE PRESIDENT & GENERAL COUNSEL
SUBJECT: CONSIDERATION AND/OR ACTION TO AUTHORIZE THE BOARD OF COMMISSIONERS ("BOARD") TO APPROVE AMENDMENTS TO RESOLUTIONS 3612-3621 PREVIOUSLY APPROVED BY BOARD FOR THE SOLE PURPOSE OF STATING THE CORRECT RESOLUTION NUMBERS
DATE: JUNE 20, 2023

This memorandum recommends that the Houston Housing Authority Board of Commissioners ("Board") approve and authorize amendments to the resolutions numbered 3612-3613, which were previously approved on April 25, 2023 and resolutions numbered 3614-3621, which were previously approved on May 16, 2023 by Board, for the sole purpose of changing and correcting resolution numbers from 3612-3621 to 3674-3683 as stated below.

Resolutions 3612-3613 are duplicated numbers and were originally approved by the Board on April 25, 2023 and resolutions 3614-3621 are duplicated numbers and were originally approved by the Board on May 16, 2023, and are related to different subjects and actions other than those listed below.

Duplicated Number

Resolution No. 3612

Consideration and/or action to authorize the President & CEO or designee to Write-off vacant tenant accounts for January 1, 2023 to March 31, 2023.

Correct Number

Resolution No. 3674

Resolution No. 3613

Consideration and/or action to authorize the President & CEO or designee to execute a contract with Flock Safety to furnish and install License Plate Reader (LPR) Cameras at all HHA properties. The contract with Flock Safety is a sole-source award, which has been approved by the U.S. Department of Housing and Urban Development (HUD).

Resolution No. 3675

Resolution No. 3614

Consideration and/or action to authorize the President & CEO or designee to award and execute a contract with Etched Communication for Public Relations Services.

Resolution No. 3676

Resolution No. 3615

Approval of the Houston Housing Authority Cost Allocation Plan

Resolution No. 3677

Resolution No. 3616

Consideration and/or action to authorize the President & CEO or designee to enter into Insurance Contracts for the Policy Year 2023/2024 with Housing Authority Insurance Group.

Resolution No. 3678

Resolution No. 3617

Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-

Resolution No. 3679

Resolution No. 3684

Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of Campanile on Minimax to be located at or about 610 West Loop at Minimax Dr., Houston, Texas 77008.

Resolution No. 3618

Consideration and/or action to authorize the President & CEO or designee to make necessary changes and corrections to modify Section 1.10(I) (Employee Status Changes - Provisional Appointment/Temporary Assignment) of the Houston Housing Authority Employee Handbook Policy last adopted by the Board of Commissioners on December 14, 2021.

Resolution No. 3680**Resolution No. 3619**

Consideration and/or action to authorize the President & CEO or designee to approve Lakeside Place PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Pinnacle at Wilcrest) Series 2023.

Resolution No. 3681**Resolution No. 3620**

Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of NHH Gray to be located at approximately 2675 & 2604 Gray Street, Houston, Texas 77004

Resolution No. 3682**Resolution No. 3621**

Consideration and/or action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Fairfield Residential for the development of Pinnacle on Wilcrest located at 9520 Wilcrest Drive, Houston, Texas 77099 (the "**Project**"), to take such actions necessary or convenient to facilitate the conveyance and development of the Project and the execution of all required documents therefor.

Resolution No. 3683**RECOMMENDATION**

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners approve and authorize amendments to the resolutions numbered 3612-3613, which were previously approved on April 25, 2023 and resolutions numbered 3614-3621, which were previously approved on May 16, 2023 by Board, for the sole purpose of changing and correcting resolution numbers from 3612-3621 to 3674-3683 as stated below.

Duplicated Number**Resolution No. 3612**

Consideration and/or action to authorize the President & CEO or designee to Write-off vacant tenant accounts for January 1, 2023 to March 31, 2023.

Correct Number**Resolution No. 3674****Resolution No. 3613**

Consideration and/or action to authorize the President & CEO or designee to execute a contract with Flock Safety to furnish and install License Plate Reader (LPR) Cameras at all HHA properties. The contract with Flock Safety is a sole-source award, which has been approved by the U.S. Department of Housing and Urban Development (HUD).

Resolution No. 3675

Duplicated NumberCorrect Number**Resolution No. 3614****Resolution No. 3676**

Consideration and/or action to authorize the President & CEO or designee to award and execute a contract with Etched Communication for Public Relations Services.

Resolution No. 3615**Resolution No. 3677**

Approval of the Houston Housing Authority Cost Allocation Plan

Resolution No. 3616**Resolution No. 3678**

Consideration and/or action to authorize the President & CEO or designee to enter into Insurance Contracts for the Policy Year 2023/2024 with Housing Authority Insurance Group.

Resolution No. 3617**Resolution No. 3679**

Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of Campanile on Minimax to be located at or about 610 West Loop at Minimax Dr., Houston, Texas 77008.

Resolution No. 3618**Resolution No. 3680**

Consideration and/or action to authorize the President & CEO or designee to make necessary changes and corrections to modify Section 1.10(I) (Employee Status Changes - Provisional Appointment/Temporary Assignment) of the Houston Housing Authority Employee Handbook Policy last adopted by the Board of Commissioners on December 14, 2021.

Resolution No. 3619**Resolution No. 3681**

Consideration and/or action to authorize the President & CEO or designee to approve Lakeside Place PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Pinnacle at Wilcrest) Series 2023.

Resolution No. 3620**Resolution No. 3682**

Consideration and/or action to authorize the President & CEO or designee to execute any and all documents, or take any other action, that is necessary or desirable to approve and enter into a Project-Based Voucher Program PBV Housing Assistance Payments Contract in relation to the acquisition and development of NHH Gray to be located at approximately 2675 & 2604 Gray Street, Houston, Texas 77004

Resolution No. 3621**Resolution No. 3683**

Consideration and/or action to authorize the President & CEO or designee to execute a Memorandum of Understanding with Fairfield Residential for the development of Pinnacle on Wilcrest located at 9520 Wilcrest Drive, Houston, Texas 77099 (the "**Project**"), to take such actions necessary or convenient to facilitate the conveyance and development of the Project and the execution of all required documents therefor



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or action to authorize the President & CEO or Designee to enter into contracts with ETC, InfoJini, HJ Staffing, HDC, and RS Recruiting Source for the ability to source temporary staff as required.

2. Date of Board Meeting: June 27, 2023

3. Proposed Board Resolution:

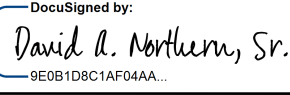
Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or Designee to negotiate, execute and make necessary changes and corrections to contracts with ETC, InfoJini, HJ Staffing, HDC, and RS Recruiting Source, for Temporary Staffing Services for a period not to exceed three (3) years, in an amount not to exceed \$1,200,000 in the aggregate pursuant to the memorandum from Patricia Guerra, Human Resources Director, dated June 12, 2023, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature _____ Date: _____

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

Funds Budgeted and Available ☐ Yes ☐ No Source _____

VP of FO Approval Signature  _____ Date: 6/22/2023

6. Approval of President & CEO Signature  _____ Date: 6/22/2023



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: PATRICIA GUERRA, DIRECTOR OF HUMAN RESOURCES, TRAINING AND DEVELOPMENT
SUBJECT: CONSIDERATION AND/OR ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE SEPARATE CONTRACTS WITH DISKRITER, HDC, HJ STAFFING, AT WORK PERSONNEL, GLOBAL FORCE, ASGS, APPLE ONE, ETC HOUSTON, RS RECRUITING SOURCE, AND INFOJINI, FOR TEMPORARY STAFFING SERVICES
DATE: JUNE 12, 2023

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 separate contracts with ETC, InfoJini, HJ Staffing, HDC, and RS Recruiting Source, for Temporary Staffing Services for a period not to exceed three (3) years, and in an amount not to exceed \$1,200,000 in the aggregate.

BACKGROUND:

The Houston Housing Authority Temporary Staffing Services contracts are not capable of fulfilling all the needs of the Agency. In order to increase the possible candidate pool to provide temporary staff to assist with short-term staffing needs due to special projects, temporary assignments and/or higher than normal work volume it is necessary to increase the number of staffing agencies that can be utilized.

ADVERTISEMENT:

In March 2023, the Houston Housing Authority's Procurement Department issued a legal notice advertising Request For Proposal 23-15 Temporary Staffing Services ("RFP 23-15") in the Houston Chronicle and Forward Times Newspapers, and the Houston Business Journal.

In addition to posting "RFP 23-15" on its website, HHA's Procurement Department sent e-mails advertising this solicitation to potential Firms on its Bidder's List. The Bidder's list was created using both HHA's and the City of Houston vendors' registration data.

Interested parties were also able to access "RFP 23-15" by going to the websites of the City of Houston Office of Business Opportunity (OBO); and the Greater Houston Black Chamber of Commerce (GHBCC).

EVALUATION PROCESS:

All responses to “RFP 23-15” received by the specified due date were scored based on the following published scoring criteria:

Evaluation/Selection Criteria	Maximum Score
Organizational Experience	20
Candidate Availability	25
Business Methods	25
Fees	25
Section 3 Participation	5
TOTAL POINTS	100

On April 11, 2023, HHA’s Procurement Department opened 40 sealed proposals listed below. The proposals were scored independently by an evaluation committee consisting of Patricia Guerra, Director of Human Resources, Na’Shon Edwards, Sr., Policy Director, Khadija Darr, Sr. Vice President of Administration, and Mike Rogers, Vice President of Fiscal & Business Operations.

Rank	Firm/Company	Evaluation Rating
1	ETC Houston	100
2	InfoJini Inc.	100
3	HJ Staffing	93
4	HDC	90
5	RS Recruiting Source	90
6	Diskriter	89
7	ASGS	88
8	Apple One	87
9	At Work Personnel	86
10	Global Force	86
11	22 nd Century Technology	85
12	All Temp 1 Personnel	85
13	Cambay Consulting	85
14	Compunnel Staffing	85
15	Kelly Professional	85
16	Object Win	85
17	Robert Half Protiviti	85
18	Next Career Path	84
19	Rose International	83
20	Infi Care	81
21	Vtech	81

22	Cogent Info Tech	80
23	ADA Staff	79
24	Lane Staffing	79
25	PMSC	79
26	ESPS Workx	78
27	Power Move Recruiting	78
28	RADgov	78
29	ESP Staffing	77
30	The Reserves Network	77
31	TLC Engineering	74
32	Resources	72
33	Clark Personnel	70
34	Disaster and Preparedness	69
35	Octagon Staffing	69
36	Health Care Staffing	65
37	Search Staff	65
38	Arc Technology	60
39	Human Capital Solutions	56
40	Citywide Pro Service	48

There are no known conflicts of interest, and the recommended Firms are not on the HUD Debarment List.

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

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 contracts with Diskriter, HDC, HJ Staffing, At Work Personnel, Global Force, ASGS, Apple One, ETC Houston, RS Recruiting Source, and InfoJini, for Temporary Staffing Services for a period not to exceed three (3) years, in an amount not to exceed \$1,200,000 in the aggregate pursuant to the memorandum from Patricia Guerra, Human Resources Director, dated June 12, 2023, to David A. Northern, Sr., President & CEO



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

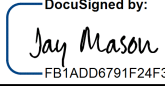
1. Brief Description of Proposed Item

Consideration and/or action to authorize the President & CEO or designee to execute a contract with Thompson Consulting Services, LLC, Tidal Basin Government Consulting, LLC, and Integrated Solutions Consulting for Disaster Recovery Services at various HHA properties.

2. Date of Board Meeting: June 27, 2023


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 three (3) year contract, with an option to extend for two (2) additional years, to Thompson Consulting Services, LLC., Tidal Basin Government Consulting, LLC., and Integrated Solutions Consulting for Disaster Recovery Services in an amount not to exceed \$600,000 per year, pursuant to the memorandum dated June 12, 2023, from Jay Mason, Director of REID, to David A. Northern, Sr., President & CEO.

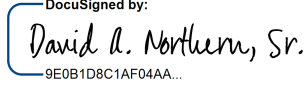
4. **Department Head Approval** Signature  Date: 6/22/2023

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

Funds Budgeted and Available ☐ Yes ☐ No Source N/A

VP of FO Approval Signature  Date: 6/22/2023

6. Approval of President & CEO

Signature  Date: 6/22/2023



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, DIRECTOR REID
SUBJECT: CONSIDERATION AND/OR ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH THOMPSON CONSULTING SERVICES, LLC., TIDAL BASIN GOVERNMENT CONSULTING, LLC., AND INTEGRATED SOLUTIONS CONSULTING FOR DISASTER RECOVERY SERVICES AT VARIOUS HHA PROPERTIES.
DATE: JUNE 12, 2023

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 Thompson Consulting Services, LLC., Tidal Basin Government Consulting, LLC., and Integrated Solutions Consulting for Disaster Recovery Services at various HHA properties.

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 a Consultant for Disaster Recovery Services.

Adjusters International (AI) was initially procured through the Choice Partners Co-op on September 21, 2017, as Program Managers for the FEMA Category B emergency phase. The contract with AI was extended several times until ultimately, it was no longer eligible for further renewals as its life had reached the five (5) year term (maximum allowed).

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). However, several claims are still outstanding and additional disaster-related planning services are needed. Currently, the open claims include mitigation work at Mansions at Turkey Creek and Uvalde Ranch properties. In addition, significant funds have been allocated to the FEMA 428 projects. The 428 projects include Forest Green, 2100 Memorial, Irvinton Village, and Independence Heights II.

Disaster Recovery 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 close-out in a timely manner. We intend to pursue the additional 1% on every claim.

ADVERTISEMENT:

On April 14, 2023, a legal notice advertising RFP 23-20 Disaster Recovery Services was posted in the Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting RFP 23-20 on its website, HHA's Procurement Department posted the solicitation on Beacon Bid which sent e-mails to bidders associated with the service and sent e-mails advertising this solicitation to potential Firms on HHA's Bidder's List; and sent to bidders identified by the requesting department.

Interested parties were also able to access RFP 23-20 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"); Beaconbid.com; and to the Houston Office of the United States Small Business Administration ("SBA").

EVALUATION PROCESS

The following HHA staff evaluated the fifteen (18) responsive proposals received:

- Jay Mason – Director of REID
- Diana Dmitriyeva – Manager of Capital Fund Projects
- Tamon Williams – Manager of Construction Services
- George Griffin III – Vice President of Housing Operations

The proposal was reviewed individually and evaluated according to the following seven (7) criteria:

Evaluation/Selection Criteria	Maximum Score
Company Profile	5
Experience in providing disaster recovery services	25
Qualifications of Proposed Staff	25
Plan and Methodology	20
Fees	20
M/WBE Participation	5
Total	100

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Thompson Consulting Services, LLC	N/A	97
2	Tidal Basin	N/A	93
3	Integrated Solutions Consulting	N/A	93
4	IEM	M/WBE	92
5	MPACT Strategic Consulting	MBE	91
6	North Highland	N/A	90
7	CDR Emergency Management	MBE	90
8	DCMC Partners	N/A	89
9	Disaster Recovery Services	N/A	89

10	Guidehouse	N/A	89
11	Hagerty Consulting	N/A	87
12	Trilogy Engineering Services	M/WBE	86
13	TLC Engineering	MBE	84
14	Luther Speight & Co.	MBE	84
15	H. Davis Cole & Associates	N/A	83
16	Project Management Group	N/A	80
17	Meridian Strategic Services	N/A	72
18	RJS Global Consulting	N/A	66

HHA has previously utilized Tidal Basin Government Consulting, LLC. (Tidal Basin) to provide Disaster Recovery Services, under the company name of Adjusters International (AI). Tidal Basin merged with AI in 2016 and, although a new contract will be issued to Tidal Basin, they are the same organization.

References for Thompson Consulting Services, LLC. and Integrated Solutions Consulting have been checked and returned positive.

There are no conflicts of interest, and these companies 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 three (3) year contract, with an option to extend for two (2) additional years, to Thompson Consulting Services, LLC., Tidal Basin Government Consulting, LLC., and Integrated Solutions Consulting for Disaster Recovery Services in an amount not to exceed \$600,000 per year, pursuant to the memorandum dated June 12, 2023, from Jay Mason, Director of REID, to David A. Northern, Sr., President & CEO.



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or action to authorize the President & CEO to take such actions necessary or convenient to approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Berry), Series 2023; 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.

2. Date of Board Meeting: June 12, 2023

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 approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Berry), Series 2023; 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, Director of REID dated June 12, 2023, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature

DocuSigned by:

Jay Mason

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Date: 6/22/2023

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

DocuSigned by:

Mike Rogers

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Date: 6/22/2023

6. Approval of President & CEO

Signature

DocuSigned by:

David A. Northern, Sr.

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Date: 6/22/2023



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, DIRECTOR OF REID
SUBJECT: CONSIDERATION AND/OR ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO APPROVE THE ISSUANCE BY LAKESIDE PLACE PFC OF THE LAKESIDE PLACE PFC MULTIFAMILY HOUSING MORTGAGE REVENUE BONDS (NHH BERRY), SERIES 2023; 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
DATE: JUNE 12, 2023

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Berry), Series 2023; 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, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated June 27, 2023, to David A. Northern, Sr., President & CEO.

BACKGROUND

Lakeside Place PFC (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 Mortgage Revenue Bonds (NHH Berry), Series 2023 (the "Bonds"), pursuant to and in accordance with the terms of a Trust Indenture (the "Trust Indenture"), between the Issuer and Zions Bancorporation, National Association, 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 NHH Berry, LLC, a Texas limited liability company (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 NHH Berry (the "Project"), all in accordance with the Constitution and laws of the State of Texas

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 approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Berry), Series 2023; 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, Director of REID dated June 12, 2023, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3687

RESOLUTION APPROVING ISSUANCE BY LAKESIDE PLACE PFC OF THE LAKESIDE PLACE PFC MULTIFAMILY HOUSING MORTGAGE REVENUE BONDS (NHH BERRY), SERIES 2023; 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, Lakeside Place PFC (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 Mortgage Revenue Bonds (NHH Berry), Series 2023 (the “Bonds”), pursuant to and in accordance with the terms of a Trust Indenture (the “Trust Indenture”), between the Issuer and Zions Bancorporation, National Association, 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 NHH Berry, LLC, a Texas limited liability company (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 NHH Berry (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.

[Remainder of page intentionally left blank for signature]

PASSED AND APPROVED this 27th day of June, 2023.

ATTEST:

CHAIR

Secretary

EXHIBIT A

[To be inserted]



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or action to authorize the President & CEO to take such actions necessary or convenient to approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Gray), Series 2023; 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.

2. Date of Board Meeting: June 27, 2023

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 approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Gray), Series 2023; 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, Director of REID dated June 12, 2023, to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature Jay Mason Date: 6/22/2023
DocuSigned by: EB1ADD6791E24E3

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 Mike Rogers Date: 6/22/2023
DocuSigned by: 3FC87AD4710742D...

7. Approval of President & CEO

Signature David A. Northern, Sr. Date: 6/22/2023
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HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, DIRECTOR OF REID
SUBJECT: CONSIDERATION AND/OR ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO APPROVE THE ISSUANCE BY LAKESIDE PLACE PFC OF THE LAKESIDE PLACE PFC MULTIFAMILY HOUSING MORTGAGE REVENUE BONDS (NHH GRAY), SERIES 2023; 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
DATE: JUNE 12, 2023

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Gray), Series 2023; 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, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated June 27, 2023, to David A. Northern, Sr., President & CEO.

BACKGROUND

Lakeside Place PFC (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 Mortgage Revenue Bonds (NHH Gray), Series 2023 (the "Bonds"), pursuant to and in accordance with the terms of a Trust Indenture (the "Trust Indenture"), between the Issuer and Zions Bancorporation, National Association, 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 NHH Gray, LLC, a Texas limited liability company (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 NHH Gray (the "Project"), all in accordance with the Constitution and laws of the State of Texas.

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 approve the issuance by Lakeside Place PFC of the Lakeside Place PFC Multifamily Housing Mortgage Revenue Bonds (NHH Gray), Series 2023; 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, Director of REID dated June 12, 2023, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3688

RESOLUTION APPROVING ISSUANCE BY LAKESIDE PLACE PFC OF THE LAKESIDE PLACE PFC MULTIFAMILY HOUSING MORTGAGE REVENUE BONDS (NHH GRAY), SERIES 2023; 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, Lakeside Place PFC (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 Mortgage Revenue Bonds (NHH Gray), Series 2023 (the “Bonds”), pursuant to and in accordance with the terms of a Trust Indenture (the “Trust Indenture”), between the Issuer and Zions Bancorporation, National Association, 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 NHH Gray, LLC, a Texas limited liability company (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 NHH Gray (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.

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PASSED AND APPROVED this 27th day of June, 2023.

ATTEST:

CHAIR

Secretary

EXHIBIT A

[To be inserted]



Transforming Lives & Communities

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

Consideration and/or take action to authorize the President & CEO to take such actions necessary or convenient to approve the issuance, sale and delivery by Lakeside Place PFC of the Lakeside Place PFC tax-exempt Multifamily Housing Revenue Notes (Oakwood Trails Apartments) Series 2023A and 2023B and taxable Multifamily Housing Revenue Note (Oakwood Trails Apartments) 2023C; 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.

2. Date of Board Meeting: June 27, 2023**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 approve the issuance, sale and delivery by Lakeside Place PFC of the Lakeside Place PFC tax-exempt Multifamily Housing Revenue Notes (Oakwood Trails Apartments) Series 2023A and 2023B and taxable Multifamily Housing Revenue Note (Oakwood Trails Apartments) 2023C; 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, Director of REID dated June 12, 2023, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature DocuSigned by:
Jay Mason
EB1ADD6791E24E3 Date: 6/22/2023

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 DocuSigned by:
Mike Rogers
3FC87AD4710742D... Date: 6/22/2023

6. Approval of President & CEO Signature DocuSigned by:
David A. Northern, Sr.
9F0B1D8C1AF04AA Date: 6/22/2023

**HOUSTON**
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

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

FROM: JAY MASON, DIRECTOR OF REID

SUBJECT: CONSIDERATION AND/OR ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO APPROVE LAKESIDE PLACE PFC'S ISSUANCE, SALE AND DELIVERY OF TAX-EXEMPT MULTIFAMILY HOUSING REVENUE NOTES (OAKWOOD TRAILS APARTMENTS) SERIES 2023A AND 2023B AND TAXABLE MULTIFAMILY HOUSING REVENUE NOTE (OAKWOOD TRAILS APARTMENTS) 2023C; 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.

DATE: JUNE 12, 2023

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to take such actions necessary or convenient to approve Lakeside Place PFC's issuance, sale and delivery of tax-exempt Multifamily Housing Revenue Notes (Oakwood Trails Apartments) Series 2023A and 2023B and taxable Multifamily Housing Revenue Note (Oakwood Trails Apartments) 2023C; 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, Director of REID dated June 27, 2023, to David A. Northern, Sr., President & CEO.

BACKGROUND

Lakeside Place 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. It is deemed necessary and advisable that this Resolution be adopted.

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 approve Lakeside Place PFC's issuance, sale and delivery of tax-exempt Multifamily Housing Revenue Notes (Oakwood Trails Apartments) Series 2023A and 2023B and taxable Multifamily Housing Revenue Note (Oakwood Trails Apartments) 2023C; 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, Director of REID dated June 12, 2023, to David A. Northern, Sr., President & CEO.

RESOLUTION NO. 3689

RESOLUTION APPROVING LAKESIDE PLACE PFC'S ISSUANCE, SALE AND DELIVERY OF TAX-EXEMPT MULTIFAMILY HOUSING REVENUE NOTES (OAKWOOD TRAILS APARTMENTS) SERIES 2023A AND 2023B AND TAXABLE MULTIFAMILY HOUSING REVENUE NOTE (OAKWOOD TRAILS APARTMENTS) 2023C; 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, Lakeside Place 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 Lakeside Place PFC Tax-Exempt Multifamily Housing Revenue Notes (Oakwood Trails Apartments) Series 2023A and Series 2023B and Taxable Multifamily Housing Revenue Note (Oakwood Trails Apartments) 2023C 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 \$26,000,000 for Series 2023A and Series 2023B, and not to exceed \$20,000,000 for Series 2023C, to finance the acquisition and construction of a multifamily housing residential rental development located on the south side of Louetta Road between Wimbledon Forest Drive and Dover Mills Drive at approximately 6131 Louetta Road, Spring, Texas 77379, 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, construction, construction, 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.

[Remainder of page intentionally left blank for signature]

PASSED AND APPROVED this 27th day of June, 2023.

ATTEST:

CHAIR

Secretary

Exhibit A

GOVERNMENTAL LENDER RESOLUTION

[To be attached]

BOARD REPORT FOR MONTH ENDING MAY 31, 2023

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EXECUTIVE SUMMARY

LOW-INCOME PUBLIC HOUSING

The Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 1.7% on May 31, 2023. As of June 1, 2023, rent collection for May was 92.4% of rents billed on an adjusted cash accounting basis.

There are currently 26,897 active applications for the Public Housing Waiting List, which represents a decrease of 0.4% from last month.

Low-Income Public Housing						
	March		April		May	
Vacancy Rate	3.1%		2.0%		1.7%	
Rent Collection	95.7%		96.5%		92.4%	
Unit Turnaround Time (Days)	57		58		57	
Avg. Non-Emergency Work Order Days	2.05		1.42		2.83	
Waiting Lists	Duplicated	Unduplicated	Duplicated	Unduplicated	Duplicated	Unduplicated
	32,343	14,498	32,208	14,498	32,061	14,398

HOUSING CHOICE VOUCHER PROGRAM

The HCV staff completed 318 annual re-examinations during April 2023. The HCV department also completed 620 interims, 156 change of units (moves), 236 new admissions, and 38 portability move-in transactions. On April 30, 2023, 374 families were enrolled in the Family Self Sufficiency (FSS) program; 185 of the 374 (49%) families are eligible for escrow and currently have an FSS escrow balance.

The PIH Information Center (PIC) reporting rate for the one-month period ending April 30, 2023, was 92%.

Voucher Programs			
	February	March	April
Households	19,011	19,097	19,143
ABA Utilization/Unit Utilization	90.2%/94.8%	89.8%/94.6%	96.5%/93.4%
Reporting Rate	96%	94%	92%
Annual Reexaminations Completed	363	347	318
HQS Inspections	1,946	2,343	1,878
Waitlist	17,769	17,769	17,769

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	1.9	A	1.9	A	2.2	B	57.0	F	55.4	F	57.7	F
Lynd	1.4	A	0.5	A	0.5	A	49.4	E	49.9	E	51.6	F
J. Allen	5.8	E	2.9	B	1.5	A	58.4	F	61.1	F	56.5	F

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	97.1	C	93.1	F	100	A	1.9	A	1.7	A	4.7	A
Lynd	100	A	100	A	100	A	2.8	A	0.0	A	7.9	A
J. Allen	100	A	100	A	100	A	2.2	A	2.6	A	2.3	A

PMC	Rent Collection					
	March		April		May	
	%	Grade	%	Grade	%	Grade
Orion	96.1	B	96.5	B	90.0	E
Lynd	91.0	E	84.0	F	96.0	B
J. Allen	96.1	B	99.0	A	94.0	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	Goal 2.0%	Actual 1.7%	A	0 to 2
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.			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)	Goal 98%	Actual 92.4%	A	98 to 100
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.			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	Goal 100%	Actual 100%	A	99 to 100
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.			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	Goal 3 Days	Actual 2.83 Days	A	≤24
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.			B	25 to 30
			C	31 to 40
			D	41 to 50
			E	51 to 60
			F	≥61
ANNUAL INSPECTIONS	Goal 100%	Actual 67.4%	A	100
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.			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 discretionary authority to select how many units to inspect each month, so long as all inspections are completed by September.				

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
Bellerive	J. Allen	210	0	210	210	0	100.0%	A	839	28	30	C
Cuney Homes	Orion	553	0	553	523	30	94.6%	E	6,926	121	57	F
Ewing	Orion	40	0	40	40	0	100.0%	A	85	3	28	C
Fulton Village	Lynd	108	0	108	107	1	99.1%	A	788	14	56	F
Heatherbrook	Lynd	53	0	53	53	0	100.0%	A	192	5	38	D
Independence Heights	Orion	36	0	36	35	1	97.2%	B	145	3	48	E
Irvinton Village	J. Allen	318	10	308	299	9	97.1%	B	5,215	82	64	F
Kelly Village	J. Allen	270	0	270	263	7	97.4%	B	3,346	58	58	F
Kennedy Place	Orion	108	0	108	107	1	99.1%	A	238	10	24	B
Lincoln Park	Orion	200	0	200	196	4	98.0%	A	2,018	28	72	F
Lyerly	J. Allen	199	0	199	198	1	99.5%	A	2,015	34	59	F
Oxford Place	Orion	230	19	211	207	4	98.1%	A	1,324	21	63	F
Totals		2,325	29	2,296	2,238	58	98.3%	A	23,131	407	57	F

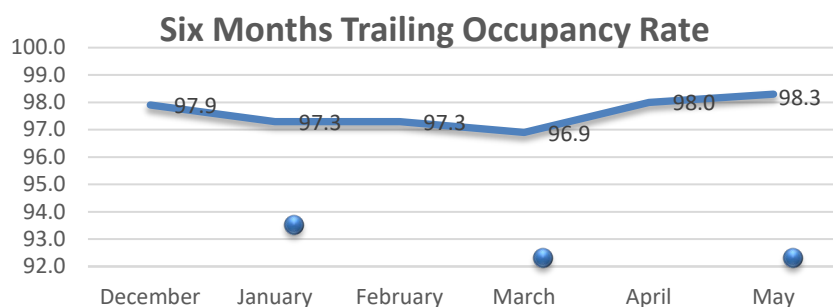
Section 8 New Construction Development	PMC	S8 NC Units	Units Offline	Total Available S8 NC Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turne d YTD	Avg. Total Turnar ound Days YTD	Grade
Long Drive	Tarantino	100	0	100	98	2	98.0%	A	236	16	15	A
Telephone Road	Tarantino	200	163	37	37	0	100.0%	A	1,528	8	191	F
Totals		300	163	137	135	2	99.0%	A	1,764	24	74	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
Allen Parkway Village	Orion	278	8	270	126	144	46.7%	F	0	0	0	A
Historic Oaks of APV	Orion	222	0	222	119	103	53.6%	F	0	0	0	A
HRI-Victory	Orion	140	0	140	117	23	83.6%	F	0	0	0	A
Sweetwater Point	Lynd	26	0	26	24	2	92.3%	F	0	0	0	A
Totals		666	8	658	386	272	69.0%	F	0	0	0	A

*Clayton Homes has been removed due to TxDot expansion as of August 31, 2022.

*Forest Green has been removed from PHO portfolio as of January 1, 2023.

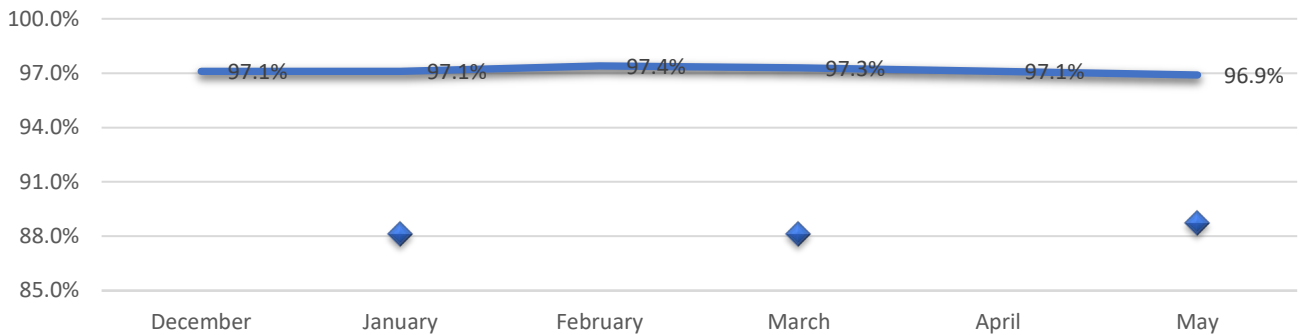
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
A	98 to 100	1 to 20
B	97 to 97.9	21 to 25
C	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≤93.9	≥51



TAX CREDIT APARTMENT LEASING/OCCUPANCY INFORMATION

Property	Property Manager	Total Units	Public Housing Units	Total Tax Credit Units	Market Units	Vacant Tax Credit/Market 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	23	90.9%
Independence Heights	Orion	154	36	118	0	13	91.6%
Peninsula Park	Orion	280	0	280	0	3	98.9%
Pinnacle at Wilcrest	Embrey	250	0	250	0	2	99.2%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	15	93.9%
Willow Park	Embrey	260	0	260	0	2	99.2%
PH-LIHTC							
Fulton Village	Lynd	108	108		0	1	99.1%
Lincoln Park	Orion	250	200		50	3	98.8%
Oxford Place	Orion	250	230		20	4	98.4%
TOTALS		2,224	627	1,491	106	68	96.9%
RAD-PBV							
Allen Parkway Village	Orion	278	278		0	144	48.2%
Historic Oaks of APV	Orion	222	222		0	103	53.6%
HRI-Victory	Orion	140	140		0	23	83.6%
Sweetwater Point	Lynd	260	26	234	14	14	94.6%
TOTAL		900	666	234	284	284	70.0%

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
Bellerive	J. Allen	\$56,913	\$56,913	100.00%	A	\$279,594	\$279,345	99.91%	A
Cuney Homes	Orion	\$142,465	\$121,144	85.03%	F	\$733,851	\$662,712	90.31%	E
Ewing	Orion	\$10,302	\$9,989	96.96%	B	\$49,894	\$49,024	98.26%	A
Fulton Village	Lynd	\$44,443	\$42,241	95.04%	C	\$188,288	\$175,003	92.94%	D
Heatherbrook	Lynd	\$16,171	\$15,926	98.49%	A	\$83,578	\$80,739	96.60%	B
Independence Heights	Orion	\$5,162	\$5,106	98.91%	A	\$27,688	\$24,220	87.47%	F
Irvinton Village	J. Allen	\$83,138	\$66,920	80.49%	F	\$406,975	\$364,687	89.61%	F
Kelly Village	J. Allen	\$73,687	\$73,687	100.00%	A	\$362,709	\$347,454	95.79%	C
Kennedy Place	Orion	\$36,934	\$36,934	100.00%	A	\$192,675	\$183,769	95.38%	C
Lincoln Park	Orion	\$43,038	\$39,024	90.67%	E	\$215,363	\$209,454	97.26%	B
Lyerly	J. Allen	\$58,214	\$58,214	100.00%	A	\$275,423	\$275,186	99.91%	A
Oxford Place	Orion	\$37,294	\$35,359	94.81%	C	\$236,990	\$220,678	93.12%	D
Totals		\$607,762	\$561,456	92.38%	D	\$3,053,027	\$2,872,271	94.08%	C

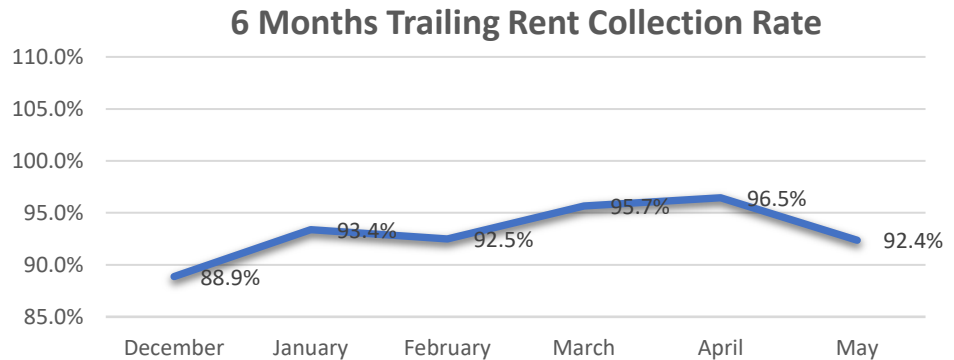
Section 8 New Construction Development		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$19,749	\$19,462	98.55%	A	\$103,181	\$101,730	98.59%	A
Telephone Road	Tarantino	\$10,426	\$10,094	96.82%	B	\$53,308	\$52,674	98.81%	A
Totals		\$30,175	\$29,556	97.95%	B	\$156,489	\$154,404	98.67%	A

RAD-PBV		Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Allen Parkway Village	Orion	\$48,586	\$33,995	69.97%	F	\$424,173	\$219,139	51.66%	F
Historic Oaks of APV	Orion	\$34,012	\$31,018	91.20%	E	\$297,528	\$182,898	61.47%	F
HRI-Victory	Orion	\$35,852	\$35,852	100.00%	A	\$174,349	\$164,312	94.24%	C
Sweetwater	Lynd	\$228,440	\$208,438	91.24%	E	\$1,178,432	\$1,048,930	89.01%	F
Totals		\$346,890	\$309,303	89.16%	F	\$2,074,483	\$1,615,279	77.86%	F

*Clayton Homes has been removed due to TxDot expansion as of August 31, 2022.

*Forest Green has been removed from PHO portfolio as of January 1, 2023.

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
Bellerive	J. Allen	0	0	N/A	A
Cuney Homes	Orion	71	71	100.0%	A
Ewing	Orion	8	8	100.0%	A
Fulton Village	Lynd	0	0	N/A	A
Heatherbrook	Lynd	0	0	N/A	A
Independence Heights	Orion	0	0	N/A	A
Irvinton Village	J. Allen	0	0	N/A	A
Kelly Village	J. Allen	7	7	100.0%	A
Kennedy Place	Orion	0	0	N/A	A
Lincoln Park	Orion	1	1	100.0%	A
Lyerly	J. Allen	0	0	N/A	A
Oxford Place	Orion	0	0	N/A	A
Totals		87	87	100.0%	A

Section 8 New Construction Development		Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Long Drive	Tarantino	0	0	N/A	A
Telephone Road	Tarantino	0	0	N/A	A
Totals		0	0	N/A	

		Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
RAD-PBV					
Allen Parkway Village	Orion	10	10	100.0%	A
Historic Oaks of APV	Orion	2	2	100.0%	A
HRI-Victory	Orion	2	2	100.0%	A
Sweetwater Point	Lynd	25	25	100.0%	A
Totals		39	39	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

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*Forest Green has been removed from PHO portfolio as of January 1, 2023.

NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Work Orders Generated	Average Completion Time (Days)	Grade
Bellerive	J. Allen	51	1.10	A
Cuney Homes	Orion	215	2.87	A
Ewing	Orion	22	1.40	A
Fulton Village	Lynd	9	0.00	A
Heatherbrook	Lynd	20	11.50	A
Independence Heights	Orion	1	0.00	A
Irvinton Village	J. Allen	217	2.07	A
Kelly Village	J. Allen	185	3.45	A
Kennedy Place	Orion	0	0.00	A
Lincoln Park	Orion	86	10.18	A
Lyerly	J. Allen	120	1.34	A
Oxford Place	Orion	0	0.00	A
Totals		926	2.83	A

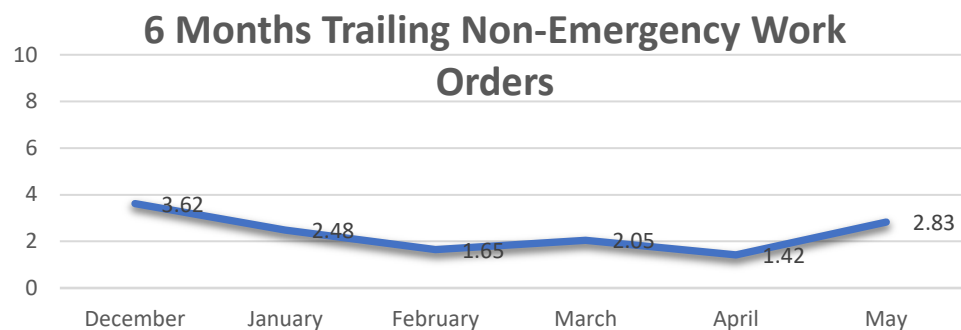
Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	133	1.96	A
Telephone Road	Tarantino	0	0.00	A
Totals		133	0.98	A

RAD-PBV		Work Orders Generated	Average Completion Time (Days)	Grade
Allen Parkway Village	Orion	73	0.00	A
Historic Oaks of APV	Orion	48	0.00	A
HRI-Victory	Orion	54	0.00	A
Sweetwater Point	Lynd	220	0.00	A
Totals		395	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

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*Forest Green has been removed from PHO portfolio as of January 1, 2023.



ANNUAL INSPECTIONS

Low-Income Public Housing Development	PMC	YTD Inspections Due	YTD Inspections Performed	Percentage Complete	Grade
Bellerive	J. Allen	210	210	100.0%	A
Cuney Homes	Orion	553	250	45.2%	A
Ewing	Orion	40	40	100.0%	A
Fulton Village	Lynd	108	0	0.0%	A
Heatherbrook	Lynd	53	43	81.1%	A
Independence Heights	Orion	36	36	100.0%	A
Irvinton Village	J. Allen	308	254	82.5%	A
Kelly Village	J. Allen	270	170	63.0%	A
Kennedy Place	Orion	108	65	60.2%	A
Lincoln Park	Orion	200	149	74.5%	A
Lyerly	J. Allen	199	199	100.0%	A
Oxford Place	Orion	211	132	62.6%	A
Totals		2,296	1,548	67.4%	A

Section 8 New Construction Development	PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Long Drive	Tarantino	100	60	60.0%	A
Telephone Road	Tarantino	42	0	0.0%	A
Totals		142	60	42.3%	A

RAD-PBV	PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Allen Parkway Village	Orion	270	49	18.1%	A
Historic Oaks of APV	Orion	222	121	54.5%	A
HRI-Victory	Orion	140	140	100.0%	A
Sweetwater Point	Lynd	26	0	0.0%	A
Totals		658	310	47.1%	A

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*Forest Green has been removed from PHO portfolio as of January 1, 2023.

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 92%	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 91%	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; 374 families are currently enrolled.			8	60 to 79
			5	≤59
FSS ESCROW	Goal 30%	Actual 49%	10	≥30
This Indicator shows the extent of the Agency's progress in supporting FSS by measuring the percent of current FSS participants with FSS progress reports entered in the PIC system that have had increases in earned income which resulted in escrow account balances. To achieve the full points for this Indicator, at least 30% of a housing authority's enrolled families must have an escrow balance. 374 families participate in the FSS program. 185 of the 374 (49%) families eligible for escrow currently have an FSS escrow balance.			5	≤29

REAL ESTATE, INVESTMENT, AND DEVELOPMENT

JUNE 2023

REO PROJECTS

PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS

- **Major Capital Projects**
 - Oxford Repairs due to Freeze – construction is in progress and anticipated to be complete in **June**, 2023. This work is complete; we are addressing punch list items.
 - Bellerive Exterior Wall Repairs (Due to Water Penetration) – work is in progress and is scheduled for completion in July, 2023.
 - Irvinton Demolition of Bldg. 127 – this work is complete (building has been demolished and grass was installed).
 - Pneumatic Gas testing at Cuney Homes is complete.

NEW DEVELOPMENT

- Standard on Jensen (Replacement Housing for Clayton Homes) – will be named, *'The Bend at Eado'*:
 - Construction has started, with a projected occupancy in 2024.
- 800 Middle Street (Replacement Housing for Clayton Homes – will be named *'The Point at Bayou Bend'*):
 - Construction has started. Estimated full occupancy in December 2024.
 - Infrastructure Package – construction has started. Completed is anticipated to be around December 2023.
- 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. The project presentation to City Council and then to TDECQ has been delayed;
- Telephone Road (9% LIHTC). Construction is complete and relocation activities are ongoing, with a planned completion of July 2023. The HHA is planning to schedule a ground-breaking ceremony in July/August.

REDEVELOPMENT – (9% LIHTC)

- See Telephone Road above.

REDEVELOPMENT – (RAD)

Allen Parkway Village & Historic Oaks of Allen Parkway Village

In August 2022, construction activities started with site work. Since August 2022, the HHA has been working to relocate approximately one-quarter of the residents to alternate accommodations to facilitate the interior renovations. This work was completed in the middle of January 2023, allowing the interior renovations of these units to commence – Phase A.

Phase B relocation is ongoing with a planned completion by the end of July 2023. Phase A units are expected to be ready for re-occupancy from October through December 2023.

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 11, 2024.

TxDOT LAND SALES

- **Clayton:** All residents have been relocated off the property. HHA is currently working with TxDOT to close Phase 2 of the deal. Closing will occur at the completion of the demolition.
- **Kelly II:** Title 6 investigation has been lifted. The HHA is getting an appraisal done. HHA and TxDOT to resume negotiations after completion of land appraisals.

OPEN SOLICITATION LOG

JUNE 2023

HHHA'S PROCUREMENT DEPT.

Type	Solicitation #	Status	Department(s)	Description	Advertisement Date	Due Date
QBS	23-31	Open	REID	Choice Neighborhood Master Developer	5-29-23	6-30-23
RFP	23-29	Open	HR	Pre-Employment Background Check Services	5-31-23	7-3-23
RFP	23-28	Open	HR	HRIS and Payroll Services	5-19-23	7-11-23
RFP	23-08	Open	HCV	Project Based Vouchers	1-31-23	7-21-23

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 2023

Central Office	Annual Budget 2023	Month To Date	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
Total Operating Income	9,137,785	772,584	3,045,928	3,065,304	19,376
Operating Expenses					
Salaries and Benefits	4,733,958	359,779	1,638,678	1,532,748	105,930
Facilities and Other Administrative Expenses	3,851,584	326,429	1,283,861	1,116,488	167,373
Total Central Office Expenses	8,585,542	686,208	2,861,847	2,649,236	273,303
Surplus/(Use) of Business Activities Funds for COCC	552,243	86,376	184,081	416,068	292,679

Housing Choice Voucher Program	Annual Budget 2023	Month To Date	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Administrative Operating Income					
Total Operating Income	15,135,123	1,277,327	5,045,041	5,102,407	57,366
Operating Expenses					
Salaries and Benefits	8,398,269	680,437	2,907,093	2,517,267	389,826
Administrative Expenses	1,580,100	133,728	526,700	676,351	(149,651)
COCC-Management Fees	4,618,062	398,770	1,539,354	1,515,815	23,539
Total Operating Costs Expenses	14,596,431	1,212,935	4,973,147	4,709,433	263,714
Cash Flow (Deficit) from Operations	538,692	64,392	71,894	392,974	321,080
Housing Assistance Payments (HAP)					
Housing Assistance Payment Subsidy	175,000,000	14,574,627	58,333,333	58,698,540	365,207
Investment Income on HAP Reserves	0	0	0	0	0
Housing Assistance Payments	175,000,000	14,607,898	58,333,333	59,205,942	(872,609)
HAP Current Year Excess (Use)	0	(33,271)	0	(507,402)	(507,402)

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 2023


Affordable Housing Rental Programs	Annual Budget 2023	Month To Date	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
HUD Subsidy - Low Rent Housing2826	15,708,640	1,316,284	5,236,213	5,261,936	25,723
Tenant Rental Income	12,923,062	1,062,393	4,307,687	4,258,988	(48,699)
Other Income	870,965	73,197	290,322	292,413	2,091
Total Operating Income	29,502,667	2,451,874	9,834,222	9,813,337	(20,885)
Operating Expenses					
Administrative Expenses	9,177,403	762,433	3,059,134	2,738,256	320,878
Tenant Services	449,799	39,076	149,933	144,407	5,526
Utilities	3,281,262	251,643	1,093,754	1,066,326	27,428
Maintenance	9,179,106	787,954	3,059,702	2,991,640	68,062
Protective Services	2,224,127	170,727	741,376	695,020	46,356
Insurance Expense	1,756,251	131,624	585,417	564,111	21,306
Other General Expense	250,000	16,080	83,333	77,554	5,779
Total Routine Operating Expenses	26,317,948	2,159,537	8,772,649	8,277,314	495,335
Net Income from Operations	3,184,719	292,337	1,061,573	1,536,023	474,450
Non-Routine Maintenance	8,348,176	1,134,158	2,782,725	2,717,527	65,198
Debt Service	1,848,961	154,911	616,320	601,888	14,432
Debt Service- ESCO					
Cash Flow from Operations	(7,012,418)	(996,732)	(2,337,473)	(1,783,392)	554,081
Funds from Capital Funds	8,348,176	0	2,782,725	2,717,527	(65,198)
Cash Flow (Deficit) from Operations	1,335,758	(996,732)	445,253	934,135	488,882

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 2023

SECTION 8 – NEW CONSTRUCTION	Annual Budget 2023	Month To Date	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
HUD Subsidy – Section 8 New Construction	2,193,590	113,710	731,197	466,313	(264,884)
Tenant Rental Income	1,024,200	29,148	341,400	116,527	(224,873)
Other Income	1,640	242	547	3,537	2,990
Total Operating Income	3,219,430	143,100	1,073,143	586,377	(486,766)
Operating Expenses					
Administrative Expenses	828,483	83,070	276,161	248,215	27,946
Tenant Services	25,215	2,003	8,405	7,278	1,127
Utilities	403,756	33,938	134,585	74,230	60,355
Maintenance	422,320	46,792	140,773	141,612	(839)
Protective Services	85,000	4,292	28,333	17,508	10,825
Insurance Expense	250,000	5,588	83,333	22,110	61,223
Other General Expense	25,000	(5,175)	8,333	0	8,333
Total Routine Operating Expenses	2,039,774	170,508	679,925	510,953	168,972
Net Income from Operations	1,179,656	(27,408)	393,219	75,424	(317,795)
Non-Routine Maintenance	125,000	0	41,667	0	41,667
Debt Service	0	0	0	0	0
Cash Flow (Deficit) from Operations	1,054,656	(27,408)	351,552	75,424	(276,128)

OPERATING STATEMENTS: 4 MONTHS ENDING APRIL 30, 2023

RAD PROPERTIES	Annual Budget 2023	Month To Date	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
Rental Income	11,068,801	649,977	3,689,600	2,917,976	(771,624)
Other Income	363,952	(2,983)	121,317	55,121	(66,196)
Total Operating Income	11,432,753	646,994	3,810,918	2,973,097	(837,821)
Operating Expenses					
Administrative Expenses	2,605,819	185,960	868,606	772,940	95,666
Tenant Services	126,752	(10,152)	42,251	30,946	11,305
Utilities	866,255	66,497	288,752	278,236	10,516
Maintenance	1,308,018	116,050	436,006	468,897	(32,891)
Protective Services	187,431	14,744	62,477	60,187	2,290
Insurance Expense	920,817	72,330	306,939	300,176	6,763
Other General Expense	11,800	607	3,933	5,150	(1,217)
Total Routine Operating Expenses	6,026,892	446,036	2,008,964	1,916,532	92,432
Net Income from Operations	5,405,861	200,958	1,801,954	1,056,565	(745,389)
Non-Routine Maintenance	425,000	36,406	141,667	137,893	3,774
Debt Service	4,264,905	77,560	1,421,635	291,775	1,129,860
Funds from Replacement Reserve	425,000	0	141,667	0	(141,667)
	0				
Cash Flow (Deficit) from Operations	1,140,956	86,992	380,319	626,897	246,578

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4  HHA CLOSE	5 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 11AM—Empowerment Wed @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney TSU/Verizon Stem Camp (July 5-22, 2023)	6 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 10AM-- Jobs Plus Orientation @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney Homes 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	7 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 9:30 AM- YWCA Alliance @ Oxford 10AM-- Jobs Plus Orientation @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	8 12:00p.m. Jobs Plus Empowerment Workshop
9	10	11 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 10AM—Workforce Solutions @Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	12 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 11AM—Empowerment Wed @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Jobs Plus Orientation @ Oxford 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	13 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 10AM-- Jobs Plus Orientation @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney Homes 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	14 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 9:30 AM- YWCA Alliance @ Oxford 10AM-- Jobs Plus Orientation @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	15 1:00pm Jobs Plus Family/Friends Resource Fair
16	17	18 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 10AM—Workforce Solutions @Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	19 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 9:30 AM- YWCA Alliance @ Oxford 11AM—Empowerment Wed @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	20 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 11AM- Client Services' Tenant Relations 1PM- Jobs Plus Employment Fair @ Oxford 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney Homes 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	21 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 9:30 AM- YWCA Alliance @ Oxford 10AM-- Jobs Plus Orientation @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney Homes 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	22 10:00am Family Self Sufficiency Homeownership Workshop
23	24	25 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 10AM—Workforce Solutions @Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	26 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 10AM—Workforce Solutions @Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	27 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 11AM- Client Services' Tenant Relations 1PM- Jobs Plus Employment Fair @ Oxford 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney Homes 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	28 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 9:30 AM- YWCA Alliance @ Oxford 10AM-- Jobs Plus Orientation @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney Homes 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney	
30	31 9:30 AM- YWCA Senior Lunch @Bellerive 9:30 AM- YWCA Senior Lunch @Lyerly 9:30 AM- YWCA Alliance @ Oxford 11AM- Client Services' Tenant Relations 2PM- Client Services' Tenant Relations 2PM Financial Literacy Workshop Cuney 3PM- Kidz Grub Meals @ Fulton, HOAPV, Independence, Lincoln, Oxford & YMCA Afterschool Prog. @ Cuney					

July

RESIDENT SERVICES DIVISION

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 11am Summer Enrichment@Kennedy	4 11am Summer Enrichment@Kennedy	5 11am Summer Enrichment@Kennedy Astros Game w/ CEO	6 5pm Chosen Social Skills at Fulton Village 6pm Lincoln Park RC Election	7 11am Summer Enrichment@Kennedy 1pm Chill Out Day@Lincoln Park	8 12pm Ewing RC Election
9	10 11am Summer Enrichment@Kennedy	11 11am Summer Enrichment@Kennedy 6pm Kennedy Place RC Election	12 3pm Bellerive RC Election 5:30 Kelly Village RC Election	13 11am Summer Enrichment@Kennedy 5pm Chosen Social Skills at Fulton Village	14 11am Summer Enrichment@Kennedy	15
16	17 11am Summer Enrichment@Kennedy 5pm Fulton Village RC Election	18 11am Summer Enrichment@Kennedy	19 11am Summer Enrichment@Kennedy 5:30pm Irvinton Village RC Election	20 3pm Lyerly RC Election 5pm Chosen Social Skills at Fulton Village	21 11am Summer Enrichment@Kennedy	22
23	24 11am Summer Enrichment@Kennedy	25 11am Summer Enrichment@Kennedy	26 11am Summer Enrichment@Kennedy 5:30pm Cuney Homes RC Election	27 11am Disaster Preparedness@Lincoln 5pm Chosen Social Skills at Fulton Village	28 11am Summer Enrichment@Kennedy	29
30	31 11am Summer Enrichment@Kennedy		During the month of July public housing youth will participate in Lifeskill workshop sessions to provide positive youth strategies that will focus on forging positive image and respect.			