



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

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, September 12, 2023

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, September 12, 2023, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

Chair Snowden called the meeting to order at 3:02 p.m. Secretary Northern called the roll and declared a quorum present.

Present: LaRence Snowden, Chair
Kristy Kirkendoll, Vice Chair
Andrea Hilliard Cooksey, Commissioner
Stephanie A.G. Ballard, Commissioner
Dr. Max A. Miller, Jr., Commissioner
David A. Northern, Sr., Secretary

Absent: Kris Thomas, Commissioner

APPROVAL OF MINUTES

Chair Snowden stated the Board has had an opportunity to review the September 12, 2023 Board of Directors meeting minutes and asked for a motion to adopt the meeting minutes.

Director Cooksey moved to adopt the meeting minutes and Director Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to the September 12, 2023 Board of Directors meeting minutes. Having none, the minutes are adopted.

Chair Snowden said we will now move to the President’s Report.

PRESIDENT’S REPORT

Secretary Northern stated

Internal Strategic Goals: A set of five strategic goals for HHA to help internal staff understand the vision of the agency and the roadmap to accomplish these goals. The goals detail specific objectives the agency aims to achieve to enhance operations, growth, profitability, and reputation of the HHA.

Updated Fact Sheet to reflect updated information and provide a high-level operational overview of HHA programs, services, and housing locations

Golf Tournament Fundraiser Update, as of Monday, HHA has raised \$71,200 – More than any other year in event history. Six scholarships were given out, totaling \$29,000.

I want to acknowledge the major achievements of the PHO staff in achieving 100% occupancy for three HHA properties. This is a fantastic accomplishment and we congratulate the management at each property for their diligent work in this effort. Fulton Village, Ewing and Bellerive.

Back to school events at Cuney and Irvinton. Both communities hosted back-to-school events with supply giveaways and free resources for parents. Cuney had barbers and beauticians doing free haircuts and styling.

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. Humberto Hernandez was asked to introduce himself in Spanish and let the attendees know of his 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.

Alyson Griffin with Cross Country Mortgage: Today I want to speak to you about the success of the home ownership program and encourage the board to expand this program and help more families achieve the dream of home ownership. I think there's a big misconception in the marketplace, not within this room, but outside of this room who are these families. Since 2020 I went through my statistics of the families that closed between the Houston Housing Authority and Harris County Housing Authority, 70% of the families have gone to high-opportunity areas. The rental market, being as stressed as it is, these families are having a harder and harder time. I get a lot of phone calls and a lot of referrals. Families don't even know that home ownership is an option. I would encourage you to put something into place to help get the word out. Possibly have a committee of industry professionals that can gather together as a community and as a group of stakeholders and how can we help more families transition to home ownership.

Veralisa Hunter, Asset Coach with Covenant Community Capital

Covenant Community Capital is a local nonprofit organization that helps families reach the closing table. We've been in existence for 25 years and we've worked very closely with many of the families who purchased homes through the HCV program. I'm here today because we love helping Section 8 families. I've been with Covenant for 10 years so I've gotten a chance to really see the transition that families have to make. We actually need more training. We need a deep understanding of all of your policies because we have different profiles of clients who are impacted differently due to policies. The only way we can truly help families is to really understand the opportunity and what it means for them because each person's situation is unique and the opportunity impacts them differently. So more transparency and the written materials about how the program works and then train with the partners who have to work with these veterans.

Earl Hughes: Recipient of housing assistance here with your voucher program and I am going to talk a little bit about what the program has done for me. First of all, I came to Houston about 12 years ago and I was actually sleeping in my car, staying in shelters, eating at the food pantries for about 8 months 8 to 12 months. Because of the HCV program here, you all were giving me assistance with the voucher program. Now, 12 years later, I went from sleeping in my car to being a homeowner.

Sebastian Osueke: I am standing here today to return kindness and gratitude. Houston housing has been very very good to me and to my family. Without you, we would be homeless. Your staff is very help too.

Lawana Cartwright: My experience with the program started in the mid-2000s-2007. Allison Griffin and I have been working together with this program for years. When I was a counselor for Gateway Homes in 2008, my first customer on the program was a young single mother of three who came from Cuney Homes and she was able to purchase a new construction home with her voucher and with Alison being the lone officer. Since that time, she became self-sufficient and no longer needed the assistance of the program within five years of being a homeowner and this just goes to show the success of the program. Her children are all grown now she has grandchildren they're all thriving in their jobs and her children now are all homeowners so it's just another testament to the fact that when your parents or you know people that you live with show pride in home ownership that carries over to the next generation and that is the best way to build generational wealth and pride in home ownership. This program is much needed to help families achieve their dream of home ownership. I just feel that the word needs to be put out more through the housing counselors to let the participants of the voucher program know that this is something that is available to them and help them to strive to become homeowners. If they need assistance or help from local Realtors, Realtors are here to assist with that so that the voucher recipients, as well as the housing counselors, don't feel alone if there's something that they do not understand or need more instruction, Realtors are here. There are many resources to help these families and we need to expand upon these opportunities and resources.

Tina Alexander: I didn't know anything about the problem but I came up here and you helped me. I want to thank you all so very much.

Damaris Perry: I'm here today to paint a picture of what the Houston HCV program can do. 15 years stop working due to a disability. My wife was watching the news and saw Ms. Griffin explaining that people who have vouchers are able to purchase a home. Because of my illnesses, the possibility of becoming a homeowner seemed an impossibility. Ms. Griffin talked to us about the program with all of the things that we needed, we felt that this was something that we could possibly do. Yesterday, we just signed the contract and should be closing on our house in November. I just want to say to you how important these programs are. It needs to be talked about more when clients come to the office. No one ever explained to us that there was a program that could help us like this. Training should be put in place so the counselors can let the people know there are programs that are put in place to help.

Dominique Spivey: I'm a veteran and now as of yesterday a homeowner. I was homeless for a long time. I am thankful for the program but there are ways that you can do better. A lot of the employees do not have a lot of answers and some don't respect you. I'm a college graduate and they talk down to me because of the situation I was in.

Kelvin Williams stated we are not in compliance with the organization. He said he is the owner of the HHA and this is an illegal meeting. Each board member is responsible for your actions. You are not the Authority. You are not a legal organization and has been out of compliance since 1987. Ever since Mayor Turner appointed you, you are illegally operating.

Chair Snowden stated we always appreciate Public comments. We usually we don't normally make comments about them but I will say from the discussions today, that I want to establish a subcommittee of the Board of Commissioners.

I'm going to ask Commissioner Cooksey to lead that effort on just starting the conversation. I heard what you said today. To know that there are people out there who do recognize the good that the HHA is doing is appreciated. We also recognize that we can do more and we can do better. We will have possibly two other commissioners to work with the senior staff as well as some of the staff members of those individuals, the counselors and things that are helping. To pull them in to be a part of the conversation that we want to have to make sure that we are doing what we need to do at an accelerated pace. The program is out there and I'm sure there's going to need to be some appeal and discussions with HUD. We may be calling on you to provide these testimonies that I've heard today even more from some of the elected officials and leaders possibly. We will be following up on this.

Chair Snowden states: There are some things that are coming down at state that we need to be looking at as to how vouchers are looked upon and the value of a voucher. As the board chair for the Houston Housing Authority that is housed here at 2640 Fountain View, and we are operating as such, we will continue to do so that we can have others to come before us and continue to do the great work for the Houston Housing Authority.

NEW BUSINESS

Resolution No. 3702: Consideration and/or take action to authorize the President & CEO to submit the Fiscal Year 2024 Annual PHA Plan including the Moving to Work (MTW) Supplement and related documents to the US Department of Housing and Urban Development (HUD).

Secretary Northern stated Sarah Rashid will present this resolution. This is the first year that we have decided to put home ownership in the plan so we set aside 20 vouchers for public housing clients in order to have homeownership opportunities. With the flexibility of MTW, we are increasing our efforts of home ownership.

Sara Rashid states, as required through HUD, I'm going to walk you through a high-level overview of the Annual Plan. The documents were submitted with the annual plan this year are: The administrative plan which covers our voucher program. The admissions and continued occupancy plan which covers our public housing program. The annual plan which lays out the framework of how HHA will strategically move forward over the next year, 2024. The MTW supplement which expands on the annual plan and submits applications for waivers to HUD for us to use flexibility to develop policies that are made to fit the Houston population and the capital fund's five-year plan which is a funding source that supports the preservation and modernization of our public housing sites.

Some of the biggest proposed policy changes that you will see today and that we have briefed you on will include expanding our homeownership program to include grants of up to \$20,000 for down payment assistance and extending homeownership vouchers to public housing residents, extending the amount of time that over income tenants can stay in public housing, creating preferences in our voucher program for the homeless population and applicants transitioning out of correctional institution, and creating financial incentives focusing on landlord retention.

With this I bring to you Resolution 3702: That the Houston Housing Authority (HHA) Board of Commissioners hereby approves the Fiscal Year 2024 Annual PHA Plan including the Moving to Work (MTW) Supplement, the Five-Year Capital Fund Plan, the Public Housing Admissions and Continued Occupancy Policy (ACOP) and the Housing Choice Voucher Program (HCVP) Administrative Plan in substantially the form distributed to the Board, and authorizes HHA's President & CEO or their authorized designee to: 1) submit to the US Department of Housing and Urban Development (HUD) the HHA's Fiscal Year 2024 Annual PHA Plan including the MTW

Supplement, Five Year Capital Fund Plan, the Public Housing ACOP and the HCVP Administrative Plan with all attached certifications, HUD forms, all necessary attachments and other documentation required for the receipt of capital funds and other program funds; 2) take all steps necessary to finalize and secure HUD approval and implement initiatives as described in the Annual PHA Plan including the MTW Supplement, Five Year Capital Fund Plan, Public Housing ACOP and HCVP Administrative Plan, subject to receipt of adequate funding from HUD; 3) certify that the public comment period and Public Hearing requirements have been met; and, 4) execute the HUD forms "Certifications of Compliance with PHA Plan and Related Regulations" and "MTW Certification of Compliance" in substantially the same forms attached hereto as Attachments A and B pursuant to the memorandum from Cupid Alexander, Vice President of Operations dated August 29, 2023 to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3702.

Commissioner Miller moved to adopt Resolution No. 3702. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3702 is adopted.

Resolution No. 3703: Deliberation and/or action to consider awarding Project-Based Vouchers to Houston DMA Housing III, LLC at Boulevard 61 Apartments

Secretary Northern stated that Resolution No. 3703 will be presented by Gilda Jackson, Director, Economic Opportunities.

Ms. Jackson stated Resolution No. 3703 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to negotiate, execute and make necessary changes and corrections to conditionally award twenty-five (25) Project-Based Vouchers to Houston DMA Housing III, LLC at Boulevard 61 Apartments located at 6101 Richmond Avenue, Houston, Texas 77057 pursuant to the memorandum dated September 6, 2023 from Gilda Jackson, Director of Economic Opportunities, to David A. Northern, Sr. President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3703.

Commissioner Ballard moved to adopt Resolution No. 3703. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3703 is adopted.

Resolution No. 3704: Deliberation and/or action to consider awarding Project-Based Vouchers to NHP Foundation at Citadel on Elgin.

Secretary Northern stated that Resolution No. 3704 will be presented by Gilda Jackson, Director, Economic Opportunities.

Ms. Jackson stated Resolution No. 3704 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to negotiate, execute and make necessary changes and corrections to conditionally award eighteen (18) Project-Based Vouchers to NHP Foundation at Citadel Apartments located at 3331 Elgin, Houston, TX 77004 pursuant to the memorandum dated August 30, 2023 from Gilda Jackson, Director of Economic Initiatives to David A. Northern, Sr. President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3704.

Commissioner Miller moved to adopt Resolution No. 3704. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3704 is adopted.

Resolution No. 3705: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Price Consulting, Inc. and Amtech Solutions, Inc. for the rehabilitation of HHA's existing and newly acquired properties.

Secretary Northern stated that Resolution No. 3705 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3705 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with the top two (2) short-listed Building Envelope Consulting Firms identified in this Board Resolution, for an initial period of (2) years, with a one (1) year option to extend, in an amount not to exceed \$1,000,000 pursuant to the memorandum dated August 28, 2023, from Jay Mason, Director of REID to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3705.

Commissioner Kirkendoll moved to adopt Resolution No. 3705. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3705 is adopted.

Resolution No. 3706: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Key HTX Development & Holdings, Inc. and HD Supply Facilities Maintenance, Ltd. to furnish the material necessary for a complete installation of window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments.

Secretary Northern stated that Resolution No. 3706 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3706 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract Key HTX Development & Holdings, Inc. and HD Supply Facilities Maintenance, Ltd. to furnish the material necessary for a complete installation of window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments in an amount not to exceed \$1,200,000.00 pursuant to the memorandum from Jay Mason, Director of REID dated August 29, 2023 to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3706.

Commissioner Cooksey moved to adopt Resolution No. 3706. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3706 is adopted.

Resolution No. 3707: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments.

Secretary Northern stated that Resolution No. 3707 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3707 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments in an amount not to exceed \$1,049,750.00 pursuant to the memorandum from Jay Mason, Director of REID dated August 29, 2023 to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3707.

Commissioner Miller moved to adopt Resolution No. 3707. Commissioner Ballard seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3707 is adopted.

Resolution No. 3708: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition and rehabilitation of the Beckley Apartments located at or about 7550 Wilshire Place, Houston, Texas 77040, and the execution of all required documents therefor.

Secretary Northern stated that Resolution No. 3708 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3708 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the “**Authority**”) to take such actions necessary or convenient to facilitate the acquisition and rehabilitation of the Beckley Apartments located at or about 7550 Wilshire Place, Houston, Texas 77040 (the “**Project**”) using an ownership structure under Chapter 392 of the Texas Local Government Code and without the usage of a public facility corporation, pursuant to the memorandum from Jay Mason, Director of REID dated September 1, 2023, to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3708.

Commissioner Ballard moved to adopt Resolution No. 3708. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3708 is adopted.

Resolution No. 3709: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition and rehabilitation of the Highland Apartments located at or about 6969 Hollister Street, Houston, Texas 77040, and the execution of all required documents therefor.

Secretary Northern stated that Resolution No. 3709 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3709 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the “**Authority**”)

to take such actions necessary or convenient to facilitate the acquisition and rehabilitation of the Highland Apartments located at or about 6969 Hollister Street, Houston, Texas 77040 (the “**Project**”) using an ownership structure under Chapter 392 of the Texas Local Government Code and without the usage of a public facility corporation, pursuant to the memorandum from Jay Mason, Director of REID dated September 1, 2023, to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3709.

Commissioner Cooksey moved to adopt Resolution No. 3709. Commissioner Kirkendoll seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3709 is adopted.

Resolution No. 3710: Consideration and/or take action to authorize the President & CEO or designee to facilitate the acquisition and rehabilitation of The Meritage located at or about 4550 N. Braeswood Blvd., Houston, Texas 77096, and the execution of all required documents therefor.

Secretary Northern stated that Resolution No. 3710 will be presented by Jay Mason, Director of REID.

Mr. Mason stated Resolution No. 3710 reads: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the “**Authority**”) to take such actions necessary or convenient to facilitate the acquisition and rehabilitation of The Meritage located at or about 4550 N. Braeswood Blvd., Houston, Texas 77096 (the “**Project**”) using an ownership structure under Chapter 392 of the Texas Local Government Code and without the usage of a public facility corporation, pursuant to the memorandum from Jay Mason, Director of REID dated September 1, 2023, to David A. Northern, Sr., President & CEO.

Chair Snowden stated the Board has heard the reading of the resolution and asked for a motion to adopt Resolution No. 3710.

Commissioner Miller moved to adopt Resolution No. 3710. Commissioner Cooksey seconded the motion.

Chair Snowden asked if there is any discussion or objection to adopting this resolution. Having none, Resolution No. 3710 is adopted.

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

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 4:01 p.m.