



HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING APRIL 23, 2024

Houston Housing Authority Central Office
2640 Fountain View Dr.
Houston, TX 77057



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Transforming Lives & Communities

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

Board of Commissioners: Joseph “Jody” Proler | Alton Smith | Cynthia Aceves-Lewis | Stephanie A.G. Ballard | E.G. Carter | Kristy Kirkendoll | Kenneth C. Li

BOARD OF COMMISSIONERS MEETING

Tuesday, APRIL 23, 2024

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BOARD OF COMMISSIONERS MEETING
TUESDAY, APRIL 23, 2024
3:00 PM
Houston Housing Authority Central Office
2640 Fountain View Drive, Houston, TX 77057

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of the March 19, 2024 Houston Housing Authority Board Meeting Minutes
- IV. President's Report
- V. Introduction of a Spanish and Vietnamese interpreters
- 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. New Business
 - Resolution No. 3768:** Consideration and/or take action to Ratify and Appoint Directors and Officers for Related Entities of the Houston Housing Authority.
 - Resolution No. 3769:** Consideration and/or take action to authorize the President & CEO or designee to update HHA Payment Standards for the Housing Choice Voucher program.
 - Resolution No. 3770:** Consideration and/or take action to authorize the President and CEO to enter into Insurance Contracts for the Policy Year 2024/2025 with Housing Authority Insurance Group.
 - Resolution No. 3771:** Consideration and/or take action to authorize the President & CEO or designee to award Contracts for Property Management Services.
- VIII. 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
- IX. Reconvene Public Session to take action on Executive Session agenda items.
- X. Adjournment



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

TUESDAY, MARCH 19, 2024

I. CALL TO ORDER

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, March 19, 2024, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. Called the meeting to order at 3:01 p.m.

II. ROLL CALL

Present:

- Joseph “Jody” Proler, Chairman
- Alton Smith, Vice Chairman
- Kristy Kirkendoll, Commissioner
- Kenneth C. Li, Commissioner
- Stephanie A.G. Ballard, Commissioner
- Cynthia Aceves-Lewis, Commissioner
- David A. Northern, Sr., Secretary

ABSENCES: No Absences

III. ELECTION PROCESS:

Secretary Northern, will conduct the election process.

POSITION OF CHAIRMAN and PRESIDENT

Secretary Northern called for nominations for the position of Chairman of Houston Housing Authority Board of Commissioners.

Joseph ‘Jody’ Proler nominated himself.

Secretary Northern asked for any other nominations. Hearing none, I’ll call for a vote and close the nomination for the position of Chairman. All voted in favor to close nominations.

Secretary Northern called for a vote to elect Joseph ‘Jody’ Proler for the position of Chairman. It was unanimous, all voted to elect Joseph ‘Jody’ Proler as Chairman of the Houston Housing Authority.

POSITION OF VICE CHAIR and COMMISSIONER

Secretary Northern called for nominations for the position of Vice Chairman of the Houston Housing Authority Board of Commissioners.

Commissioner Joseph ‘Jody’ Proler nominated Commissioner Alton Smith.

Commissioner Kristy Kirkendoll nominated herself.

Secretary Northern closes the nomination for the position of Vice Chairman for the Houston Housing Authority.

Secretary Northern called for Commissioner Alton Smith's vote. The votes were Commissioner Li, Chairman Proler, and Commissioner Smith.

Secretary Northern called for votes for Commissioner Kristy Kirkendoll. The votes were Commissioners Ballard, Aceves-Lewis and Kirkendoll.

It is a tie and we will need to re-vote, as Secretary Northern is not a voting member.

REVOTE for Commissioner Smith. Votes: Chairman Proler, Commissioners Li, Smith, and Aceves-Lewis.

REVOTE for Commissioner Kirkendoll: Commissioners Ballard and Kirkendoll.

Secretary Northern stated Commissioner Alton Smith received four (4) votes. Votes are 4 to 3, Commissioner Alton Smith has been elected to the position of Vice Chairman for the Houston Housing Authority.

IV. APPROVAL OF THE MINUTES

A. Board Meeting Minutes – January 23, 2024

Secretary Northern stated he would like to have the January 2024 Board Meeting Minutes declared unapproved because there are only 2 active Commissioners that were present for the January meeting of the Houston Housing Authority Board of Commissioners.

On motion by Commissioner Aceves-Lewis and seconded by Commissioner Smith, the Board agreed the January 23, 2024, Meeting Minutes should be declared unapproved.

V. PRESIDENT’S REPORT

Secretary Northern stated he provides a monthly report to all board members to discuss external events.

- The March on Crime Law Enforcement Appreciation Award was presented to several law enforcement individuals by Chairman Li of the organization, who was honored to attend.
- Invited and chosen to speak at the Greater Houston Business Association and provide an overview of the Houston Housing Authority and how we operate as an organization.
- We received a proclamation from the Mayor of Houston for the NFBPA, National Forum of Black Public Administrators.

VI. PUBLIC COMMENTS

Commissioner Kirkendoll offered the use of interpreters to be available to Spanish, Mandarin and Vietnamese speakers who may need assistance for public comments only.

- 1) Gladys House -El with Freedman’s Town provided handouts for the Board and stated she was saddened with the following:
 - lack of upkeep pertaining to the Houston Housing Authority properties

- pathetic home conditions and yards unkept for over a year
- Rent disparity at Freedman's Town
- HUD Voucher tenant photos provide images of extensive damages and repairs needed immediately

Secretary Northern asked Mr. Kenny Coles, the Vice President of Voucher Program Operations, to speak with Ms. House-El about her concerns.

- 2) Stuart Spoonmor is an elected member of the Board of Directors of Northwest Harris County MUD #36. The Board chose him as President and expressed his concern regarding Resolution No. 3763 in reference to the Cardiff Apartments.
- 3) Michael Bacon, General Counsel for Northwest Harris County MUD #36, stated that the structure on resolution 3763 is what was previously done as a Public Facility Corporation (PFC) under Rule 303 of the local government code, which was just completely overhauled by the Texas legislature. I asked that you table this matter.
- 4) Alan Atkinson with 800 Middle stated his comments are not related to resolutions on the agenda items however, he found a disclosure in the executive package on page 74 that is incorrect. I have been working in the East End for 27 years now and working to clean up industrial properties, and environmental contamination so that people of all ages and levels can move into the neighborhoods. Congratulations to each of you for accepting positions on the board, and in particular, I want to congratulate and thank you now, not just Commissioner Proler, but new Board Chairman Proler. Welcome back!
- 5) Kenny Coles, Vice President of Voucher Program Operations with Houston Housing Authority, stated he was not addressing any resolutions and asked for personal privilege to address the board on a matter the Houston Housing Authority bestowed upon my family. The reason for being here today is both pleasure and pain. I am the uncle of Jarvon Coles, who was the young man who was killed approximately two weeks ago in a shooting at a party in Humble. Four levels of government recognized him and his accomplishments in his 18 years. He was recognized on a federal level when Congressman Sheila Jackson Lee, attended and presented to his mother and grandparents two flags that flew over the US Capitol. She also presented a proclamation that was read into the Congressional Record, making March 16th Jarvon Coles Day. He was recognized by the state of Texas with a resolution from State Senator Carolyn Alvarado of District 6. He was recognized by the City of Houston through Mayor Whitmire's Office with a resolution and a proclamation that proclaimed it Jarvon Coles Day on March 16th. It was also recognized, and that is my reason for being here, that most people in that audience did not know that the recognition from the Houston Housing Authority, the resolution, the words of encouragement and flowers. Most people did not understand that the Houston Housing Authority is also a municipal governmental agency with almost as many powers as a city has -- cannot levy taxes. But the point that was made when the resolution was presented came across in the broad scheme of things as a magnanimous testament to what Jarvon brought to the world and on behalf of the Coles Family – I thank you from the bottom of my heart.
- 6) Lacie Lugo with The Apartments Concierge
- 7) Kevin Calvin with TPMG Construction did not have any comments related to Resolutions on the Agenda. He had documents that he wanted to be distributed to the commissioners.

Shannon Hunter, Coats Rose PC, asked that the record reflect that Mr. Calvin's handouts were being distributed to each commissioner.

VII. NEW BUSINESS

- A. Resolution No. 3757:** Consideration and/or take action to Ratify and Appoint Directors and Officers for Related Entities of the Houston Housing Authority.

PRESENTED BY: LaKeshia Jackson, HHA Attorney

On motion by Commissioner Proler and seconded by Commissioner Smith. The Board unanimously approved Resolution No. 3757.

- B. Resolution No. 3758:** Consideration and/or take action to authorize the President & CEO or designee to write off vacant tenant accounts for October 1, 2023 to December 31, 2023.

PRESENTED BY: George D. Griffin III, Vice President, Housing Operations

This resolution is required due to mandating housing authorities to reduce public housing receivable balances quarterly by writing off the outstanding debt that's owed by former tenants after the debt has been deemed as uncollectible, and this is the result of voluntary and involuntary move-outs. So debt includes rents, additional rents resulting from unreported income, maintenance fees, legal fees, excessive utilities and other fees. The confirmation of the balances also requires the private management companies to report tenant debt totaling \$50 and above to a third-party collection agency. HHA only writes off debt for residents who have left the program and for whom the HHA has no reasonable expectation of being able to collect the data.

Commissioner Aceves-Lewis: Can you provide more information about the age of this debt and the debt collection attempts that have been made?

Mr. Griffin: We write off on a quarterly basis. We were delayed from last year because we had a postponement last month for the board meeting. This debt is from October of 2023, through December of 2023. Regarding debt collection attempts, we only attempt to write off after we've provided at least 30 days of making them aware of the outstanding debt. And then once we have attempted, then that's when we move to write off the debt. Unfortunately, in many of these cases, tenants have left. So we do have tenants that will vacate the units, and we don't have any other opportunity to track them down to collect the debt.

Commissioner Aceves-Lewis: I see that there's another resolution that we're going to look at where we are, we are seeking to contract with the new collection agency. So I'm wondering whether this should be handed down to them to try to collect.

Secretary Northern added: When we go through our process of uncollectibles, we identify a client who may not have been paying rent, talk to the client, and try to sit down and negotiate with the client who is willing to work with the HHA to repay. We have them sign a repayment agreement, and that's a process where they get to pay a percentage of that to the HHA in order to stay in a unit. Now, at some point, we may end up evicting a family and not following the payment agreement. But we make every attempt to try to help the family in order to pay the rent or the maintenance charges before we decided to write it off. Even though those funds are written off, it is more so written off for financial purposes, related to how HUD funds to the housing authority and how they look at our liabilities. But we continually reach out to the family in order to collect the money. In this case, we're updating our collection agency, but sometimes families do contact the housing authority and want to pay off the debt. It's just a process that we are required to go follow.

Mr. Griffin: Because the question that I understood you asked was, What are our attempts? These write-offs are for individuals who are no longer in housing. So to the President and Secretary's comments, before they're evicted, there is a process where we provide, we make recommendations, as far as, in many cases, nonprofit agencies. If you remember, not too long ago, there were Catholic Charities. It was Baker Ripley, there were many other resources that could assist the residents before it would get to the eviction. This is after they have either voluntarily or involuntarily left. So we only write off when there is no chance whatsoever of collecting from the residents. However, before they get to this point, we do everything under the sun. The last thing we want is to put our residents out on the street. Again, this is when it's deemed, there's no reasonable way that we can collect these outstanding debts.

Chairman Proler: I have three quick questions. (1) This is something we do on a quarterly basis. So, going forward, I think it would be helpful if you might look at addressing these resolutions with recoveries as well so that we can see what dollars are being recovered on a quarterly basis. That's number one. (2) I would suggest that you try to put, for example in Cuney Homes, for we're writing off \$100,031.97. I think it'd be important for the board to know how many units that represent and for how long those residents were delinquent. That seems like a large amount. And unusual, you know, for I don't know, how many units Cuney Homes is that that seems like an inordinate amount of delinquent debt in the property. we need to monitor the collection efforts of the agency. We're turning it over.

Me. Griffin: Agreed. And we'll do that.

On motion by Commissioner Proler and seconded by Commissioner Li. The Board approved Resolution No. 3757. Commissioner Aceves-Lewis abstained.

- C. **Resolution No. 3759:** Consideration and/or take action to authorize the President & CEO to adopt new Public Housing Flat Rents / Tax Credit Capped Rents.

PRESENTED BY: George D. Griffin III, Vice President, Housing Operations

On motion by Commissioner Li and seconded by Commissioner Ballard. The Board unanimously approved Resolution No. 3757.

- D. **Resolution No. 3760:** Consideration and/or take action to authorize the President & CEO to negotiate and execute a one-year contract with RTR Financial Services for Debt Collection Services.

PRESENTED BY: George D. Griffin III, Vice President, Housing Operations

Commissioner this resolution is required Due to the fact that Houston Housing Authority contracts with private management agents whose responsibility it is to collect rents and other fees from public housing tenants. However, when these accounts are deemed uncollectable, the HHA, as a property manager and the property owner, is required to reduce his financial liabilities by writing off balances by former tenants. Write-offs are necessary when tenants vacate units without fully honoring their financial obligations. former tenants are notified and provided at least 30 days to resolve their balances. In the event payments are not received, management agents gain the accounts as uncollectable, and for to the HHA. While the end of June will formally write off the debt, Federal regulations require the execution of debt collection practices to recover losses. Debt collection and recovery services will be executed for HHA's own sites located in the city of Houston in Harris County. So in October 2023, the HHAs procurement department posted a legal notice advertising a request for proposal 23 Dash 40 for debt collection services on this website and in the four times US Business Journal and the Houston Chronicle newspaper. On October 31, 2023, HHAs procurement department opened five Sealed Proposals, which were evaluated independently. Three HHA staff members each from the department's housing operations finance evaluated these proposals. After analyzing the scores, the evaluation committee

recommended an award to RTR Financial Services. The agency's goal is to have all contracts utilizing subcontractors spend at least 30% of project funds with MWBE businesses. RTR Financial Services intends to subcontract 30% of the services to WV. Be advised that all references were checked, and the results came back positive. There are no conflicts of interest in the firm is not on the HUD department's list.

Chairman Proler: George, page 29 has a listing of what the accounts for collections, the debt totals were for 2022, etc. My question is, Cuney Homes for example, that year was \$110,000 and what you asked us to approve in the previous resolution was \$100,000. For that same property, I'm rounding. My question is, is Cuney Homes the accumulation of that would be for 2023 for that property? I'm just trying to get a feel for historical.

Mr. Griffin: We've been showing a trending upwards only because as you may be aware, there's been moratoriums on preventing agencies such as ours, and other apartment management companies from evicting. So that has also contributed to the larger amounts.

Chairman Proler: On the opposite side, you can look at Irvinton and Kelly village and see how much improvement in 2023 there was than in 2022 so I'm just trying to get an idea. Yeah, I think we all need to be more educated.

Commissioner Aceves-Lewis: Can you tell me why we are changing collection agencies and how the contract terms are different?

Austin Crotts, Procurement Manager: By government regulation, we must re-solicit these contracts every five years. Our current contractor is welcome to bid.

Secretary Northern: For all contracts, the limit HUD allows us to have a contract is five years.

Austin Crotts: The contract terms are pretty similar. There's naturally going to be a split, usually 50/50. When they submit their proposal, we'll evaluate it. If you look at the resolution on page 30, you'll see the evaluation criteria there that every proposal the score demands. And the split should be part of that.

On motion by Commissioner Li and seconded by Commissioner Smith, the Board unanimously approved Resolution No. 3760.

- E. **Resolution No. 3761:** Consideration to authorize the President & CEO or his designee to update a disposition application submitted in April 2023 to the HUD Special Application Center (SAC) for the Forest Green public housing community.

PRESENTED BY: Jay Mason, Director of REID

Mr. Mason stated the forest green property is 100 units. The intent was to redevelop it due to the fact I think the city of Houston adopted new flooding codes permitting codes, which made it extremely prohibitive to develop. Some of the challenges that we had were the wastewater capacity and water capacity limits were set. I think we could only do 200 units on this property. In addition to that, the amount of mitigation and retention that was needed was pretty large. When we went through schematic design with an architectural firm we ended up having to do almost 11 feet of retention pond in order to satisfy Houston building permits at the time.

On motion by Chairman Proler and seconded by Commissioner Li, the Board unanimously approved Resolution No. 3761.

F. Resolution No. 3762: Consideration and/or take action to authorize the President & CEO or designee to execute a contract with Construction Masonry, INC for Exterior Walls and Roof Repairs at Fulton Village Apartments.

On motion by Chairman Proler and seconded by Commissioner Smith, the Board unanimously approved Resolution No. 3762.

Jay Mason: In 2022, the housing authority did an assessment across all of their properties where we identify a CapEx plan for, for all of our properties. This is part of ongoing repairs to several of our properties, this one being at Fulton Village.

The scope of the work associated with this property was mostly exterior replacing windows damage, garage door panels, damaged entry doors associated, and, of course, sealants, broken glass on demand patios. There's been some roofing work associated with this project as well.

When we did the assessment, it was just a general overview of all of the needs of the property, but we went a little bit more in-depth by bringing on an exterior envelope consultant, that exterior envelope consultant did a deeper dive and properties assessment report. And that assessment report then goes into a construction package, which is then bid it out publicly. In this case, the awardee was Construction Masonry, and we, in collaboration with procurement, have reviewed the bids. We have done our due diligence to check references on on on this project on this project. And we also train as part of the process we develop an Independence Cost Estimate in collaboration with our consultants.

Based on industry standards, we get the best estimate of the costs of doing the work, and we typically try not to go below 20% of the ICE. In this case, Construction Masonry, Inc. falls within that 20% range.

Austin Crotts: I know everybody's new, let me just clarify. So in this case, for construction, we call it an invitation for bid, and per the HUD rules, we have to take what's the lowest responsive and responsible. Part of the responsible portion of our evaluation is referenced financial stability, the able the ability to do the job and carry the job for a period of time before the first pay AP can be done. And there's a number of other things. What I can do is I can provide all the commissioners with our procurement forms, which include our evaluations, which will help you to better understand how we evaluate construction bids.

Chairman Proler: Along those same lines, is there a threshold that HUD has that requires a contractor to be bonded for any improvement above a certain dollar amount on a property?

Austin Crotts: Yes. Anything over \$25,000 requires a payment bond, and that's by Texas State law. And then anything over \$100,000 requires a payment and performance bond for 100% of the project.

We don't collect the payment and performance bond until after the contractors are selected, but for bids, anything over 25,000 that we do a full solicitation for requires a bid bond of 5% of their bid amount. And if they don't provide that, when they submit their bid, they're considered non-responsive.

Secretary Northern: That's one of the things related to performance. A lot of times, if a contract is not performing correctly, we call that bond. That insurance company allows the housing authority to seek another contract or finish the job correctly. Now, we hope you don't have to do that. But that's one of our securities when we have these contracts. Thank you.

G. Resolution No. 3763: Consideration and/or take action to authorize the President & CEO or designee to facilitate the update of the previously approved loan amount in Resolution No. 3744 for the Cardiff at Louetta Lakes transaction to reflect a principal loan amount not to exceed \$23,000,000 and of the previously approved unit mix to reflect that no less than 50% of the units in the Project will be reserved for or occupied by individuals or families earning less than 80% of area median income, and the execution of all required documents therefor.

Secretary Northern: For the record, we did the HHA staff, and a number of the board members did have a conversation with the mayor's office to go over these affordable housing investments should move for. Well, we did sit down with the mayor's office and talked about the affordable housing goals that we've agreed on.

So again, this resolution was approved in January of 2024. Typically, when a developer comes to the Houston Housing Authority, they look at market conditions, and they make assumptions of the different variables, whether the interest rates and other things associated with the development deals. As they go through the closing process, sometimes, because of market conditions, there are certain adjustments that can happen, and in the case of Cardiff and Louetta Lakes, the interest rates dropped to 6% interest, which allowed them to increase the amount of money that they can borrow from the bank. Because of that, Cardiff approached Houston Housing Authority, and we ran three numbers to ensure that there were no deviations in the agreement that we had previously approved.

Commissioner Aceves-Lewis: I'm curious about some of the comments that were made during public comment time. One point that was made was regarding this location, and now there isn't representation. Could you tell me, in general, just how many Housing Authority properties we have outside of the Houston zone?

Has that concern ever been raised about taxation without representation and any of those other properties?

My name is Shannon Davis, Director at Coats Rose, outside counsel to the Houston Housing Authority. I don't know. I would imagine someone has raised that argument. But the reality is the law in the state of Texas gives the municipality the right to have jurisdiction over the boundaries within their city lines. And then they have jurisdiction, in certain situations, including this one, to go five miles from the city limits. It's called the extraterritorial jurisdiction. This is not something that the Houston Housing Authority created. This is created by state law. This is squarely within the ETJ of the City of Houston.

Can you discuss the other matter Comment about the MUD.

Yes, I will add, just to clarify for the record, that while it is correct that there will be no taxes received for these deals because they're owned by an instrumentality of local government and pursuant to the state constitution, instrumentalities of local government do not pay state taxes or any, taxes. But if you think you will be, I think I'd be remiss not to let you know that the REID department has been in negotiations, specifically with MUD to come into a pilot agreement, which is payment in lieu of taxes. And the nexus for the change to the unit mix that is in your resolution is because that was something that was negotiated with the MUD.

Commissioner Li: So, this proposal was approved at the January meeting. And this is just a ratification of the loan amount?

Mr. Mason: Correct.

Shannon Hunter: To clarify, it was my understanding that it was to facilitate the negotiation and agreement on the pilot. So those are the two items that are before you today: a change to the loan amount and a change to the unit mix.

Commissioner Li: So the legality has done the property through all these parties involved?

Shannon Hunter: That is correct.

Chairman Proler: The tax provides the offset. I'd like to just say for the record, the Mayor of the City of Houston charged each one of us to improve and increase affordable housing in Houston. And that's what we're doing here. Thank you.

On motion by Commissioner Li and seconded by Commissioner Kirkendoll, the Board unanimously approved Resolution No. 3763.

- H. **Resolution No. 3764:** Consideration and/or take action to authorize the President & CEO or designee to facilitate the update of the previously approved loan amount in Resolution No. 3728 for the Alexis Luxury Apartments transaction to reflect a principal loan amount not to exceed \$14,100,000, and the execution of all required documents therefor.

On motion by Chairman Proler and seconded by Commissioner Ballard, the Board unanimously approved Resolution No. 3764

- I. **Resolution No. 3765:** Consideration and/or take action to authorize the President & CEO or designee to facilitate the update of the previously approved loan amount in Resolution No. 3729 for the Apex Apartments transaction to reflect a principal loan amount not to exceed \$11,000,000, and the execution of all required documents therefor.

On motion by Commissioner Smith and seconded by Commissioner Ballard, the Board unanimously approved Resolution No. 3765.

- J. **Resolution No. 3766:** Consideration and/or take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve Lakeside Place PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Landing on Orem Apartments), Series 2024, and the execution of all required documents therefor.

Jay: This property has 369 units with all 100% of the units being at 60% ami. This property was approved by the City of Houston in December. And we are and there's going to be a subsequent resolution that is going to request this resolution to be held for for closing. So again, this resolution is just for the bonds to request bonds from the Texas Department of Housing and Community Development in order for this property to move forward for the closing to move forward. Staff recommends approval of this resolution.

Commissioner Aceves-Lewis: I just wanted to make a comment for public's benefit is as as you know, a lot of us are new and we were given this information. And we have met extensively about these. We didn't just want the board did not want to rubber stamp these, even though we understand that they were already in motion before we got here. And so we have met with HHA financial analyst David Cukierman, we've met with the city and with the President, we've looked at the numbers and the analysis to ensure that these would indeed be good investments for the HHA and for the community. And I just wanted to underscore that even though we may be going through these a little quicker, we've done a lot of due diligence behind the scenes to ensure that they will indeed be good investments.

Chairman Proler: Just to add to that, if you allow me, there are over 2,200 affordable units being approved today. And just to add on the PFC properties, I think it's north of \$15 million of public benefit in the first year.

On motion by Commissioner Smith and seconded by Commissioner Ballard, the Board unanimously approved Resolution No. 3766.

VIII. EXECUTIVE SESSION

Commissioner Kirkendoll suspended the Public Session on Tuesday, March 19, 2024 at 4:43 p.m. to convene into Executive Session to discuss personnel, legal and real estate issues in accordance with Sections 551.074, 551.071 and 551.072 respectively, of the Texas Government Code.

Commissioner Kirkendoll reconvened the Public Session at 6:05 p.m.

IX. NEW BUSINESS continued...

K. Resolution No. 3767: Consideration and/or take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to authorize the acquisition and development of Landing on Orem Apartments located in Houston, Harris County, Texas 77048, and the execution of all required documents therefor.

So the last resolution was for the bond inducement of Landing at Orem. This is for approval to close a transaction with to development partner. Again, the plan is to have 369 units with 100 of them being affordable at 60% AMI.

On motion by Commissioner Smith and seconded by Commissioner Li, the Board unanimously approved Resolution No. 3767.

X. ADJOURNMENT

Commissioner Kirkendoll remarked this concludes the items on today's agenda and declared the meeting adjourned at 6:08 p.m.



HOUSTON
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**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, MARCH 19, 2024
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, March 19, 2024, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

The Board received comments during the public comment period;

C = Comments Received

R= HHA Response

PUBLIC COMMENTS

C= Gladys House -El with Freedman’s Town provided handouts for the Board and stated she was saddened with the following:

- lack of upkeep pertaining to the Houston Housing Authority properties
- pathetic home conditions and yards unkept for over a year
- Rent disparity at Freedman’s Town
- HUD Voucher tenant photos provide images of extensive damages and repairs needed immediately

Secretary Northern asked Mr. Kenny Coles, the Vice President of Voucher Program Operations, to speak with Ms. House-El about her concerns.

R= Ms. House-El’s comments were addressed by providing her with multiple documents that described the rent reasonableness, fair market rent, HCV Program Guidebook process to explain why decisions were made that applied to her issues. A follow up meeting will take place.

C= Stuart Spoonmor is an elected member of the Board of Directors of Northwest Harris County MUD #36 and was chosen by the Board as President and stated his concern regarding Resolution No. 3763 in reference to the Cardiff Apartments. I hope you will reconsider.

C= Michael Bacon, General Counsel for Northwest Harris County MUD #36, stated the structure on resolution 3763 is what previously was done as a Public Facility Corporation (PFC) under Rule 303 of the local government code, was just completely overhauled by the Texas legislature.

C= Alan Atkinson with 800 Middle stated his comments are not related to resolutions on the agenda items however, he found a disclosure in the executive package on page 74 that is incorrect. I have been working in the East End for 27 years now and working to clean up industrial properties, and environmental contamination so that people of all ages and levels can move into the neighborhoods. congratulations to

each of you for accepting positions on the board, and in particular, I want to congratulate and thank you now, not just Commissioner Proler, but new Board Chairman Proler. Welcome back!

C= Kenny Coles, Vice President of Voucher Program Operations with Houston Housing Authority, stated he was not addressing any resolutions and asked for personal privilege to address the board on a matter the Houston Housing Authority bestowed upon my family. The reason for being here today is both pleasure and pain. I am the uncle of Jarvon Coles, who was the young man who was killed approximately two weeks ago in a shooting at a party in Humble. He was a student and football player. You need to know a little bit more about Jarvon, which is as a student; Jarvon was a dual-enrolled high school and college student, a senior graduating in May of this year, who held a 4.25 GPA, and a member of the National Honor Society. He was also an outstanding football player, where he played linebacker and rover at 5'9" tall, and 185 lbs. He was recognized as an all-state defensive linebacker, and in his four years at Northshore High School, he was blessed to go to the state championship each of those four years of living once. I say that to you because his services this past Saturday were attended by a little over 4,000 people who spoke glowingly of Jarvon and his contribution to society. Four levels of government recognized him and his accomplishments in his 18 years. He was recognized on a federal level when Congressman Sheila Jackson Lee, attended and presented to his mother and grandparents two flags that flew over the US Capitol. She also presented a proclamation that was read into the Congressional Record, making March 16th Jarvon Coles Day. He was recognized by the state of Texas with a resolution from State Senator Carolyn Alvarado of District 6. He was recognized by the City of Houston through Mayor Whitmire's Office with a resolution and a proclamation that proclaimed it Jarvon Coles Day on March 16th. It was also recognized, and that is my reason for being here, that most people in that audience did not know that the recognition from the Houston Housing Authority, the resolution, the words of encouragement and flowers. Most people did not understand that the Houston Housing Authority is also a municipal governmental agency with almost as many powers as a city has -- cannot levy taxes. But the point that was made when the resolution was presented came across in the broad scheme of things as a magnanimous testament to what Jarvon brought to the world and on behalf of the Coles Family – I thank you from the bottom of my heart.

C= Lacie Lugo with The Apartments Concierge

C= Kevin Calvin with TPMG Construction stated



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to Ratify and Appoint Directors and Officers for Related Entities of the Houston Housing Authority

2. Date of Board Meeting: April 23, 2024

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners makes appointments and ratifies the membership of the Boards of; APV Redevelopment Corporation, APV Partners Corporation, City of Houston Housing Corporation No. 1; The Elderly Housing Corporation; Fulton Village Redevelopment Corporation; V. J. Memorial Corporation; Victory Redevelopment Corporation; Victory Street Public Facility Corporation, HHA Fountain View Public Facility Corporation, and Lakeside Place Public Facility Corporation, Winrock North Public Facility Corporation, and Winrock South Public Facility Corporation, pursuant to the memorandum dated April 9, 2024, from Jennine Hovell-Cox, Sr. Vice President & General Counsel to David A. Northern, Sr., President & CEO. Any actions previously taken by parties with authority by virtue of this resolution on behalf of any of the entities listed herein are hereby ratified and approved as the action of such entity.

4. Department Head Approval Signature *Jennine Hovell-Cox* Date: 04/17/2024
Jennine Hovell-Cox (Apr 17, 2024 16:25 CDT)

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

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature *Michael D. Rogers* Date: 04/17/2024
Michael D. Rogers (Apr 17, 2024 14:20 CDT)

6. Approval of President & CEO

Signature *David A. Northern, Sr.* Date: 04/17/2024
David A. Northern, Sr. (Apr 17, 2024 15:24 CDT)



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JENNINE HOVELL-COX, SR. VICE PRESIDENT & GENERAL COUNSEL
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO RATIFY AND APPOINT DIRECTORS AND OFFICERS FOR RELATED ENTITIES OF THE HOUSTON HOUSING AUTHORITY
DATE: APRIL 9, 2024

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO to take all necessary actions to negotiate, execute, and make necessary changes and corrections to ratify and appoint Directors to Houston Housing Authority affiliate and instrumentality organizations.

BACKGROUND

The Authority has created and organized as instrumentalities of the Authority various corporations to further the goal and mission of the Authority. The Articles of Incorporation and By-Laws of these corporations give the HHA Commissioners control over the entities.

- The Bylaws of APV Redevelopment Corporation require that the HHA Board appoint members to serve a term or until replaced by the HHA Board.
- The Bylaws of City of Houston Housing Corporation No. 1 and The Elderly Housing Corporation were amended in 2013 to appoint Board Members based on positions held with HHA.
 - The Board members are the Chair of the HHA Board, the President & CEO of HHA, and the full-time employee Vice President of REID and/or Vice President of Finance.
- The Bylaws of Fulton Village Redevelopment Corporation, V. J. Memorial Corporation, and Victory Redevelopment Corporation were amended in 2005 to appoint Board Members based on positions held with HHA.
 - The Board members are the Chair of the HHA Board, the President & CEO of HHA, and Vice President of REID and/or Vice President of Finance.
- The Bylaws of Victory Street Public Facility Corporation, HHA Fountain View PFC, Lakeside Place PFC, Winrock North PFC and Winrock South PFC state that the Board is a mirror of the HHA Board of Commissioners.

RATIFICATION OF APPOINTMENTS

Since the ratification of appointments in Resolution No. 3757 on March 19, 2024, Mayor John Whitmire has appointed a new Board Member: Eric G. Carter. Therefore, this resolution seeks to update the roles for related entities of the Houston Housing Authority based on the appointments of the new Board of Commissioners.

The make-up of the corporations after the passing of this resolution is as follows:

APV Redevelopment Corporation:

| | |
|------------------------|-------------------------------|
| Kenneth C. Li | President & Chairman/Director |
| Cynthia Aceves-Lewis | Vice-President/Director |
| David A. Northern, Sr. | Secretary/Treasurer/Director |
| Mike Rogers | Director |
| REID Vice President | Director |

APV Partners Corporation:

| | |
|------------------------|-------------------------------|
| Kenneth C. Li | President & Chairman/Director |
| Cynthia Aceves-Lewis | Vice-President/Director |
| David A. Northern, Sr. | Secretary/Treasurer/Director |
| Mike Rogers | Director |
| REID Vice President | Director |

City of Houston Housing Corporation No. 1:

| | |
|------------------------|-------------------------------|
| Joseph L. Proler | President & Chairman/Director |
| David A. Northern, Sr. | Vice-President/Director |
| Mike Rogers | Secretary/Treasurer/Director |

The Elderly Housing Corporation:

| | |
|------------------------|-------------------------------|
| Joseph L. Proler | President & Chairman/Director |
| David A. Northern, Sr. | Vice-President/Director |
| Mike Rogers | Secretary/Treasurer/Director |

Fulton Village Redevelopment Corporation:

| | |
|------------------------|-------------------------------|
| Joseph L. Proler | President & Chairman/Director |
| David A. Northern, Sr. | Vice-President/Director |
| Mike Rogers | Secretary/Treasurer/Director |
| REID Vice President | Director |

V. J. Memorial Corporation:

| | |
|------------------------|-------------------------------|
| Joseph L. Proler | President & Chairman/Director |
| David A. Northern, Sr. | Vice-President/Director |
| Mike Rogers | Secretary/Treasurer/Director |
| REID Vice President | Director |

Victory Redevelopment Corporation:

| | |
|------------------------|-------------------------------|
| Joseph L. Proler | President & Chairman/Director |
| Alton Smith | Vice-President/Director |
| David A. Northern, Sr. | Secretary/Treasurer/Director |
| REID Vice President | Director |

Victory Street Public Facility Corporation:

| | |
|------------------------|-------------------------|
| Joseph L. Proler | President/Director |
| Alton Smith | Vice President/Director |
| Cynthia Aceves-Lewis | Director |
| Stephanie Ballard | Director |
| Eric G. Carter | Director |
| Kristy Kirkendoll | Director |
| Kenneth C. Li | Director |
| David A. Northern, Sr. | Secretary |

HHA Fountainview Public Facility Corporation:

| | |
|------------------------|-------------------------|
| Joseph L. Proler | President/Director |
| Alton Smith | Vice President/Director |
| Cynthia Aceves-Lewis | Director |
| Stephanie Ballard | Director |
| Eric G. Carter | Director |
| Kristy Kirkendoll | Director |
| Kenneth C. Li | Director |
| David A. Northern, Sr. | Secretary |

Lakeside Place Public Facility Corporation:

| | |
|------------------------|-------------------------|
| Joseph L. Proler | President/Director |
| Alton Smith | Vice President/Director |
| Cynthia Aceves-Lewis | Director |
| Stephanie Ballard | Director |
| Eric G. Carter | Director |
| Kristy Kirkendoll | Director |
| Kenneth C. Li | Director |
| David A. Northern, Sr. | Secretary |

Winrock North Public Facility Corporation:

| | |
|------------------------|-------------------------|
| Joseph L. Proler | President/Director |
| Alton Smith | Vice President/Director |
| Cynthia Aceves-Lewis | Director |
| Stephanie Ballard | Director |
| Eric G. Carter | Director |
| Kristy Kirkendoll | Director |
| Kenneth C. Li | Director |
| David A. Northern, Sr. | Secretary |

Winrock South Public Facility Corporation:

| | |
|------------------------|-------------------------|
| Joseph L. Proler | President/Director |
| Alton Smith | Vice President/Director |
| Cynthia Aceves-Lewis | Director |
| Stephanie Ballard | Director |
| Eric G. Carter | Director |
| Kristy Kirkendoll | Director |
| Kenneth C. Li | Director |
| David A. Northern, Sr. | Secretary |

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners makes appointments and ratifies the membership of the Boards of; APV Redevelopment Corporation, APV Partners Corporation, City of Houston Housing Corporation No. 1; The Elderly Housing Corporation; Fulton Village Redevelopment Corporation; V. J. Memorial Corporation; Victory Redevelopment Corporation; Victory Street Public Facility Corporation, HHA Fountain View Public Facility Corporation, and Lakeside Place Public Facility Corporation, Winrock North Public Facility Corporation, and Winrock South Public Facility Corporation, pursuant to the memorandum dated April 9, 2024, from Jennine Hovell-Cox, Sr. Vice President & General Counsel to David A. Northern, Sr., President & CEO. Any actions previously taken by parties with authority by virtue of this resolution on behalf of any of the entities listed herein are hereby ratified and approved as the action of such entity.



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to update HHA Payment Standards for the Housing Choice Voucher program.

2. Date of Board Meeting: April 23, 2024

3. Proposed Board Resolution:

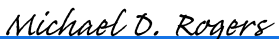
Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to update HHA Payment Standards for the Housing Choice Voucher program, because the approved payment standards resulting from the FY 2022 across-the-board increase of payment standards has now been determined to have been more than adequate to minimize or prevent the forecasted tenant rent burden to program participants; and that as the approved HHA Payment Standards in effect prior to the FY 2022 across-the-board increase of payment standards have now been determined to have been more than adequate to minimize or prevent the forecasted tenant rent burden to program participants, and that the increase to an average of one hundred thirty percent (130%) of the HUD published FMR has now been determined to be higher than necessary and forecasted to likely adjust market rents higher while simultaneously negatively affecting program funding and HHAs ability to serve program applicants from the general HCV Wait List, staff recommends:

- 1) *with 23%, 24%, 32%, and 13%, respectively, of the total program participants within them, reducing the HHA Payment Standards to one hundred percent (100%) of the HUD-published FMR in those zip codes within Tier A-2, Tier B, Tier C, and Tier D;* and
- 2) *with 8% of the total program participants within them, reducing the HHA Payment Standards to between one hundred twenty percent (120%) and one hundred thirty percent (130%) of the HUD-published FMR in those zip codes within Tier A-1 (determined as "opportunity areas" in accordance with the HUD definition),* pursuant to the memorandum from Kenneth E. Coles, VP, Voucher Programs, dated March 18, 2024, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature  Kenneth E. Coles (Apr 17, 2024 14:06 CDT) Date: 04/17/2024

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

Funds Budgeted and Available Yes No Source _____

VP of FO Approval Signature  Michael D. Rogers (Apr 17, 2024 14:20 CDT) Date: 04/17/2024

6. Approval of President & CEO Signature  David A. Northern, Sr. (Apr 17, 2024 15:24 CDT) Date 04/17/2024



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: KENNETH E. COLES, VICE PRESIDENT, VOUCHER PROGRAMS
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO UPDATE HHA PAYMENT STANDARDS FOR THE HOUSING CHOICE VOUCHER PROGRAM
DATE: MARCH 18, 2024

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to update Payment Standards for the Housing Choice Voucher program.

BACKGROUND:

The US Department of Housing and Urban Development (HUD) is lawfully required to set fair market rents (FMRs) annually. FMRs *estimate* the amount that would cover gross rent (rent and utility expenses) on 40 percent of the rental housing units in an area. FMRs are used in several HUD programs, including determining the maximum amount a Housing Choice Voucher will cover – *also known as the payment standard*. Once the FMRs are published (with some exceptions), each Public Housing Authority (PHA) must set its payment standards between 90% to 110% of the HUD-published FMR.

Because rents had recently risen quickly, voucher holders increasingly could not find units within an HHA payment standard. This impetus caused HHA to *dramatically* increase Payment Standards across the board in FY 2022. The new payment standards not only enabled the voucher program to keep up with rent increases in the private market at that time, but the increase also allowed voucher holders access to secure leases in more units to benefit from the housing affordability and stability that vouchers provide.

HUD economists and public and private industry subject matter experts have since calculated that nationally, the mean increase in FMRs was 12.2 percent in FY 2022 and approximately 10 percent in FY 2023. Comparatively, Houston's March 2024 median rent was \$1,286, roughly the same as the previous month. The median rent in Houston rose by 0.2% over the course of February 2024 and has now *decreased* by a total of 1.0% over the past 12 months. Houston's rent growth over the past year has outpaced the state average (-2.6%) and is similar to the national average (-1.0%). For the first two months of FY 2024, rents in Houston have risen 0.2%. This is a similar growth rate compared to what the city was experiencing at this point last year: from January to February 2023, rents had increased by 0.3%.

Among the nation's 100 largest cities, this ranks #43. Similar monthly rent growth occurred in Fort Worth, TX (0.2%) and Greensboro, NC (0.2%). If the view is expanded to the broader Houston metro area, the median rent is \$1,358, meaning that the median price in Houston proper (\$1,286) is 5.3% *lower* than the price across the metro as a whole. Metro-wide annual rent growth stands at -1.1%, below the rent growth rate within the city.

Among 13 Houston metro-area cities, The Woodlands is currently the most expensive, with a median rent of \$1,713. Humble is the metro's most affordable city, with a median rent of \$1,166. The metro's fastest annual rent growth occurs in Texas City (5.9%), while the slowest is in Humble (-3.8%).

RECOMMENDATION:

Accordingly, because 1) the FY 2022 increased payment standards were based on *estimated* national market conditions and not wholly those within the HHA program service area, 2) the overall downward rental market trend within the HHA service area, 3) the negative impact on funds availability to add new program participants, and 4) program requirements to only pay market rents while not establishing the rental market have the potential of being violated in certain areas due to current payment standard levels, I recommend that the Board consider 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 update HHA Payment Standards for the Housing Choice Voucher program, because the approved payment standards resulting from the FY 2022 across-the-board increase of payment standards has now been determined to have been more than adequate to minimize or prevent the forecasted tenant rent burden to program participants; and that as the approved HHA Payment Standards in effect prior to the FY 2022 across-the-board increase of payment standards have now been determined to have been more than adequate to minimize or prevent the forecasted tenant rent burden to program participants, and that the increase to an average of one hundred thirty percent (130%) of the HUD published FMR has now been determined to be higher than necessary and forecasted to likely adjust market rents higher while simultaneously negatively affecting program funding and HHAs ability to serve program applicants from the general HCV Wait List, staff recommends:

- 1) ***with 23%, 24%, 32%, and 13%, respectively, of the total program participants within them, reducing the HHA Payment Standards to one hundred percent (100%) of the HUD-published FMR in those zip codes within Tier A-2, Tier B, Tier C, and Tier D; and***
- 2) ***with 8% of the total program participants within them, reducing the HHA Payment Standards to between one hundred twenty percent (120%) and one hundred thirty percent (130%) of the HUD-published FMR in those zip codes within Tier A-1 (determined as "opportunity areas" in accordance with the HUD definition), pursuant to the memorandum from Kenneth E. Coles, VP, Voucher Programs, dated March 18, 2024, to David A. Northern, Sr., President & CEO.***



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President and CEO to enter into Insurance Contracts for the Policy Year 2024/2025 with Housing Authority Insurance Group.

2. Date of Board Meeting: April 23, 2024

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to execute insurance contracts for the 2024/2025 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 \$1,750,000 for the policy year, pursuant to the memorandum dated April 2, 2024 from Michael Rogers, Vice President of Fiscal and Business Operations to David A. Northern, Sr, President and CEO.

4. Department Head Approval Signature *Michael D. Rogers* Date: 04/17/2024
Michael D. Rogers (Apr 17, 2024 14:20 CDT)

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

Funds Budgeted and Available Yes No Source: 2024/25 Operating Budget

Account # _____

VP of FO Approval Signature *Michael D. Rogers* Date: 04/17/2024
Michael D. Rogers (Apr 17, 2024 14:20 CDT)

6. Approval of President & CEO

Signature *David A. Northern, Sr.* Date: 04/17/2024
David A. Northern, Sr. (Apr 17, 2024 15:24 CDT)



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: MICHAEL ROGERS, VICE PRESIDENT OF FISCAL AND BUSINESS OPERATIONS
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT AND CEO TO ENTER INSURANCE CONTRACTS FOR THE 2024/2025 POLICY YEAR WITH THE HOUSING AUTHORITY INSURANCE GROUP
DATE: APRIL 2, 2024

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President and CEO to enter into contracts with the Housing Authority Insurance Group (HAIG) for the 2024/2025 policy year.

BACKGROUND:

The Housing Authority Insurance Group (HAIG) is a member-owned company that serves public housing authorities, 501(c)(3) nonprofits, affordable housing providers, low-income housing and multifamily apartment owners under the low-income housing tax credit programs with insurance policies designed to fit the needs of the property or program. HHA is a member/owner and is eligible to receive dividends from HAIG when such distributions are made.

HAIG is rated A (Excellent) by A. M. Best Company with more than \$82 billion in insured property value.

The Housing Authority Insurance Group also has a bid waiver from the US Department of Housing and Urban Development (HUD).

Existing properties covered under the HAIG policies include those properties owned by limited partnerships affiliated with HHA. These properties contain a mixture of public housing units, RAD units along with tax credit and market rate units on certain properties.

Tax Credit Properties included in these policies are as follows:

- Heatherbrook – 176 Units
- Fulton – 108 Units
- Oxford – 250 units
- Historic Oaks of Allen Parkway – now under re-development partnership budget
- Victory / HRI – 140 Units
- Lincoln – 250 Units
- Independence Heights – 154 Units
- APV Telephone Road – 200 Units

A historical comparison of the three most recent policy years along with premiums for the current policy year is shown below:

| PROPERTY | UNITS | PREMIUM 2021/22 | PREMIUM 2022/23 | PREMIUM 2023/24 | ESTIMATE 2024/25 |
|---|------------|--------------------|--------------------|--------------------|---------------------|
| FULTON VILLAGE | 108 | 83,041 | 77,690 | 135,502 | 162,602 |
| VICTORY APARTMENTS | 100 | 76,020 | 78,174 | 132,569 | 159,803 |
| HOAPV & APV | 500 | 360,289 | 385,000 | 0 | 0 |
| HEATHERBROOK | 176 | 174,632 | 189,126 | 316,220 | 379,220 |
| LINCOLN PARK | 250 | 136,894 | 156,279 | 284,963 | 341,956 |
| OXFORD COMMUNITY INDEPENDENCE HEIGHTS | 250 154 | 137,132 149,246 | 147,465 175,000 | 291,198 259,627 | 349,438 311,552 |
| BOILERS & MACHINERY | | 13,036 | 6,589 | 11,695 | 14,034 |
| PROPERTY INSURANCE | | 1,130,290 | 1,215,323 | 1,215,323 | 1,215,323 |
| DIRECTORS & OFFICERS | | 29,868 | 35,000 | 26,506 | 31,807 |
| TOTAL PREMIUMS | | 1,160,158 | 1,250,323 | 1,458,280 | 1,749,636 |
| RESOLUTION | | 1,200,000 | 1,300,000 | 1,475,000 | 1,750,000 |
| NOT TO EXCEED LIMIT | | 20.00% | 8.33% | 13.46% | 11.54% |

The current policy period expires in May 2023 for all properties and coverages.

The market in Texas has been very tight over the past few years as many of the larger providers for these types of policies, in particular the wind storm coverage, have opted not to write new policies in Texas, or limit their exposures on specific properties or within geographic areas often causing policies to have to be bundled to achieve the desired overall coverage levels. Those that are continuing to offer policies have raised a number of their underwriting standards including increased per square foot replacement cost coverage.

This is causing an overall price increase of 20.00%. The rate of overall increase would actually be much higher if the combined 500 units of Allen Parkway Village were still included in this pool of properties. This property is now under an extensive renovation program and the cost of the insurance has been rolled into the overall development budget.

We have had coverage with HAIG for a number of years on these tax credit properties and have found that their claims processing and overall customer service have been good.

In addition, on some of these tax credit properties, there are third-party lenders and equity investors that have insurance requirements that are included in the policy coverages.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to execute insurance contracts for the 2024/2025 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 \$1,750,000 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.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to award Contracts for Property Management Services.

2. Date of Board Meeting: April 23, 2024

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners, authorizes the President & CEO to negotiate and execute a two (2) year contract, with a one (1) time, two (2) year renewal option, with Lynd Management Group, Tarantino Properties, J. Allen Management and Dorchester II Management for Property Management Services (PMS), pursuant to the Request for Proposals (RFP No. 23-54); as outlined in the memorandum dated April 9, 2024 from George D. Griffin, III, Vice President, Housing Operations to David A. Northern Sr. President & CEO.

4. Department Head Approval Signature *George D. Griffin III* Date: 04/17/2024
George D. Griffin III (Apr 17, 2024 14:01 CDT)

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

Funds Budgeted and Available X Yes No Source _____

VP of FO Approval Signature *Michael D. Rogers* Date: 04/17/2024
Michael D. Rogers (Apr 17, 2024 14:20 CDT)

6. Approval of President & CEO

Signature *David A. Northern, Sr.* Date: 04/17/2024
David A. Northern, Sr. (Apr 17, 2024 15:24 CDT)



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: GEORGE D. GRIFFIN, III, VICE PRESIDENT, HOUSING OPERATIONS
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO AWARD CONTRACTS FOR PROPERTY MANAGEMENT SERVICES.
DATE: APRIL 9, 2024

This memorandum recommends that the Houston Housing Authority (HHA) Board of Commissioners, authorize HHA's President & CEO to negotiate and execute a two (2) year contract, with a one (1) time, two (2) year renewal option, with selected management Property Management Companies (PMCs) to provide Property Management Services for designated Houston Housing Authority (HHA) properties.

BACKGROUND:

Presently, Allied Orion Real Estate Services, J. Allen Management, Tarantino Properties, and the LYND Company provide Property Management Services to HHA's public housing and mixed-income communities. The final renewal terms and extensions have been granted, and most contracts currently operate on a 6-month Gap contract basis. As a result, it was necessary for HHA to solicit proposals for comprehensive Property Management Services.

Specifically, this entails assuming full managerial responsibility for leasing, operating and managing HHA's affordable, multi-family communities. The successful proposers are required to provide the necessary resources to serve as the exclusive management agent whose sole responsibility is to effectively manage the day-to-day operations.

ADVERTISEMENT:

In November 2023, HHA's Procurement Department posted a legal notice advertising that the RFP 23-54 and RFP 23-55 were listed on the HHA's website and was open for proposals. Advertisements for RFP 23-54 and RFP 23-55 were also posted within the Business Journal, Forward Times, and Houston Chronicle Newspaper(s):

- **RFP 23-54 Property Management for Public Housing Communities**
(Consisting of Bellerive; Cuney Homes, Ewing, Irvinton Village, Kelly Village, Kennedy Place, Long Drive & Lyerly)
- **RFP 23-55 Property Management for Mixed Finance Communities**
(Consisting of Heatherbrook, Fulton Village, Oxford Place, Lincoln Park, and Independence Heights)

In addition to posting the solicitations on its website, HHA's Procurement Department sent a Notice of Solicitation via email to potential proposers from a bidder's list composed of previous and registered vendors in the Property Management category from the HHA vendor's listing.

Interested parties could also access RFP 23-54 and RFP 23-55 by going to the websites of the Greater Houston Black Chamber of Commerce (“GHBC”), the City of Houston Office of Business Opportunity (“OBO”), the Houston Minority Supplier Development Council (“HMSDC”), and the Houston Chapter of the National Association of Minority Contractors (“NAMC”).

EVALUATION PROCESS:

The following HHA staff was selected and approved by Mr. David A. Northern, Sr., President and CEO to evaluate the seven (7) proposals received for RFP 23-54:

1. Ricardo Harris – Acting Director of Asset Management
2. Na’Shon Edwards, Sr. – Policy Advisor to the President & CEO
3. Marquis Barnes – Manager, Construction Services, Compliance REID

There are no Conflicts of Interest and the Property Management Companies (PMCs) are not on the HUD Debarment List.

The Evaluation Committee for RFP 23-54 applied the following Evaluation Criteria to analyze, and score the responses independently with consensus on the top-ranked proposers:

| EVALUATION CRITERIA | DESCRIPTION | MAX. POINTS |
|---------------------|--|-------------|
| Criteria 1: | Firm's experience directly managing multi-family communities within the state of Texas: | |
| | Management of communities with all public housing units | 10 |
| | Management of mixed-income communities, including public housing units | 10 |
| | Management of mixed-income communities, excluding public housing units | 5 |
| Criteria 2: | Soundness of the Firm's approach to provide key management functions: | |
| | Property Management | 15 |
| | Financial Accounting (cost-control experience, reporting, etc.) | 15 |
| | Physical (Maintenance, Quality Controls, etc.) | 10 |
| | Capital Funds | 5 |
| Criteria 3: | Community Reinvestment Act Rating | 10 |
| Criteria 4: | Meets Banking Requirements | 5 |
| Criteria 5: | Fee Schedule (for HHA and Participants) | 5 |
| Criteria 6: | Program Accessibility | 5 |
| Criteria 7: | Section 3 Participation | 5 |
| TOTAL | | 100 |

The following attachment is for further consideration regarding the approval of the board resolution for RFP 23-54.

**ATTACHMENT ONE
PROPERTY MANAGEMENT SERVICES – HOUSTON HOUSING AUTHORITY PROPERTIES**

HHA received seven (7) responses to RFP 23-54 by the specified due date from the following Property Management Companies and their respective scores as determined by the Evaluation committee are listed in the following table:

| Rank | Property Management Company | M/WBE | M/WBE Participation | Score |
|------|-----------------------------|-------|---------------------|-------|
| 1 | Lynd | No | Yes | 86 |
| 2 | Tarantino Properties | No | Yes | 80 |
| 3 | Dorchester Management | No | Yes | 77 |
| 4 | J. Allen Management | No | Yes | 76 |
| 5 | Allied Orion Group | No | Yes | 69 |
| 6 | Reign Asset Management | Yes | Yes | 52 |
| 7 | JHW Enterprise | No | No | 31 |

HHA’s agency goal is to have all contracts utilizing sub-contractors to spend at least 30% of the project funds with M/WBE businesses.

References for the above Property Management Companies were contacted. Proof of Good Legal Standing was conducted on the four (4) Property Management Companies with no adverse results.

The Evaluation Committee determined that the four highest-rated companies in the evaluation would manage the properties that are under HHA and Public Housing, as shown in the following table:

| Properties | Current Site Assignments (# of Doors @ Sites) | | | | Proposed Site Assignments (# of Doors @ Sites) | | | |
|---------------------|--|-----|-----------|------|---|---------------|-----------|------|
| | J. Allen | AOG | Tarantino | LYND | J. Allen | Dorchester II | Tarantino | LYND |
| Bellerive | 210 | | | | 210 | | | |
| Cuney Homes | | 553 | | | | | | 553 |
| Ewing | | 40 | | | | | | 40 |
| Irvinton Village | 308 | | | | | | 308 | |
| Kelly Village | 270 | | | | | 270 | | |
| Kennedy Place | | 108 | | | | 108 | | |
| Lyerly | 199 | | | | 199 | | | |
| Long Drive | | | 100 | | | | 100 | |
| Total Doors (1,788) | 987 | 701 | 100 | 0 | 409 | 378 | 408 | 593 |
| % of Doors | 55% | 39% | 6% | 0% | 23% | 21% | 23% | 33% |

The table below depicts the current Property rates in comparison to the proposers’ property rate per door.

| Property | Current Rate | | | | |
|------------------|--------------|-----------------------|----------------------|---------------------|------------------|
| | | Dorchester Management | Tarantino Properties | J. Allen Management | THE LYND Company |
| Bellerive | \$23.00 | \$40.00 | \$30.00 | \$49.50 | \$34.00 |
| Cuney Homes | \$23.00 | \$40.00 | \$24.38 | \$49.50 | \$34.00 |
| Ewing | \$24.00 | \$40.00 | \$25.00 | \$39.50 | \$34.00 |
| Irvinton Village | \$21.95 | \$40.00 | \$26.00 | \$39.50 | \$34.00 |
| Kelly Village | \$24.00 | \$40.00 | \$26.00 | \$39.50 | \$34.00 |
| Lyerly | \$23.00 | \$40.00 | \$31.65 | \$39.50 | \$34.00 |
| Long Drive | \$23.00 | \$40.00 | \$25.00 | \$39.50 | \$34.00 |
| Kennedy Place | \$23.00 | \$40.00 | \$25.00 | \$39.50 | \$34.00 |

APPROVAL:

Upon the Board of Commissioners' approval, HHA will begin negotiating contracts and implementing a transitioning plan. The target date to execute the new Property Management Contracts is August 2024.

RECOMMENDATION:

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

Resolution: That the Houston Housing Authority Board of Commissioners, authorizes the President & CEO to negotiate and execute a two (2) year contract, with a one (1) time, two (2) year renewal option, with Lynd Management Group, Tarantino Properties, J. Allen Management and Dorchester II Management for Property Management Services (PMS), pursuant to the Request for Proposals (RFP No. 23-54); as outlined in the memorandum dated April 9, 2024 from George D. Griffin, III, Vice President, Housing Operations to David A. Northern Sr. President & CEO.

BOARD REPORT FOR MONTH ENDING MARCH 31, 2024

| | | |
|-------------|---|----|
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EXECUTIVE SUMMARY

LOW-INCOME PUBLIC HOUSING

On March 31, 2024, the Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 3.5%. As of April 1, 2024, rent collection for March was 97.2% of rents billed on an adjusted cash accounting basis.

There are currently 30,965 active applications for the Public Housing Waiting List, which represents a decrease of 0.3% from last month.

| Low-Income Public Housing | | | | | | |
|------------------------------------|-------------------|---------------------|-------------------|---------------------|-------------------|---------------------|
| | January | | February | | March | |
| Vacancy Rate | 2.9% | | 3.8% | | 3.5% | |
| Rent Collection | 93.6% | | 98.2% | | 97.2% | |
| Unit Turnaround Time (Days) | 65 | | 70 | | 64 | |
| Avg. Non-Emergency Work Order Days | 2.56 | | 2.77 | | 1.75 | |
| Waiting Lists | Duplicated | Unduplicated | Duplicated | Unduplicated | Duplicated | Unduplicated |
| | 31,347 | 13,795 | 31,053 | 13,721 | 30,965 | 13,531 |

HOUSING CHOICE VOUCHER PROGRAM

During February 2024 the VPO staff completed 1,709 annual re-examinations. The VPO department also completed 605 interims, 378 change of units (moves), 241 new admissions, and 138 portability move-in transactions.

As of March 31, 2024, 407 families are enrolled in the Family Self Sufficiency (FSS) program; 220 of the 407 (54%) 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 March 31, 2024 was 96%.

| Voucher Program Operations | | | |
|----------------------------------|--------------|---------------|--------------|
| | January 2024 | February 2024 | March 2024 |
| Households | 19,447 | 19,513 | 19,417 |
| ABA Utilization/Unit Utilization | 122.4%/94.7% | 114.2%/94.6% | 117.5%/95.1% |
| Reporting Rate | 94% | 95% | 96% |
| Annual Reexaminations Completed | 1,413 | 1,709 | 1,661 |
| HQS Inspections | 2,369 | 2,210 | 2,059 |
| Waitlist | 17,769 | 17,769 | 17,769 |

PROPERTY MANAGEMENT SUMMARY

| PMC | Vacancy | | | | | | Unit Turnaround Time (YTD) | | | | | |
|----------|---------|-------|----------|-------|-------|-------|----------------------------|-------|----------|-------|-------|-------|
| | January | | February | | March | | January | | February | | March | |
| | % | Grade | % | Grade | % | Grade | Days | Grade | Days | Grade | Days | Grade |
| Orion | 3.9 | C | 6.5 | F | 5.1 | E | 97.8 | F | 110.1 | F | 104.6 | F |
| Lynd | 0.0 | A | 0.5 | A | 0.5 | A | 25.1 | B | 24.6 | B | 26.3 | C |
| J. Allen | 3.0 | B | 1.5 | A | 2.7 | B | 46.6 | E | 41.9 | E | 34.4 | D |

| PMC | Emergency Work Orders (Completed within 24 hours) | | | | | | Routine Work Orders | | | | | |
|----------|--|-------|----------|-------|-------|-------|---------------------|-------|----------|-------|-------|-------|
| | January | | February | | March | | January | | February | | March | |
| | % | Grade | % | Grade | % | Grade | Days | Grade | Days | Grade | Days | Grade |
| Orion | 71.5 | F | 75.9 | F | 60.7 | F | 3.7 | A | 11.5 | A | 5.3 | A |
| Lynd | 100 | A | 100 | A | 100 | A | 2.3 | A | 2.8 | A | 2.5 | A |
| J. Allen | 100 | A | 83.3 | F | 100 | A | 5.8 | A | 1.9 | A | 1.8 | A |

| PMC | Rent Collection | | | | | |
|----------|-----------------|-------|----------|-------|-------|-------|
| | January | | February | | March | |
| | % | Grade | % | Grade | % | Grade |
| Orion | 93.0 | D | 96.4 | B | 95.3 | C |
| Lynd | 100 | A | 99.6 | A | 98.1 | A |
| J. Allen | 92.9 | D | 99.6 | A | 98.8 | A |

| 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

| | |
|--|--|
| <p>VACANCY RATE</p> <p>Goal 2.0% Actual 3.5%</p> <p>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.</p> | <p>A 0 to 2</p> <p>B 2.1 to 3</p> <p>C 3.1 to 4</p> <p>D 4.1 to 5</p> <p>E 5.1 to 6</p> <p>F ≥6.1</p> |
| <p>RENT COLLECTION (YTD)</p> <p>Goal 98% Actual 97.2%</p> <p>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.</p> | <p>A 98 to 100</p> <p>B 96 to 97.9</p> <p>C 94 to 95.9</p> <p>D 92 to 93.9</p> <p>E 90 to 91.9</p> <p>F ≤89.9</p> |
| <p>EMERGENCY WORK ORDERS</p> <p>Goal 100% Actual 64.1%</p> <p>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.</p> | <p>A 99 to 100</p> <p>B 98 to 98.9</p> <p>C 97 to 97.9</p> <p>D 96 to 96.9</p> <p>E 95 to 95.9</p> <p>F ≤94.9</p> |
| <p>NON-EMERGENCY WORK ORDERS</p> <p>Goal 3 Days Actual 1.75 Days</p> <p>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.</p> | <p>A ≤24</p> <p>B 25 to 30</p> <p>C 31 to 40</p> <p>D 41 to 50</p> <p>E 51 to 60</p> <p>F ≥61</p> |
| <p>ANNUAL INSPECTIONS</p> <p>Goal 100% Actual 33.9%</p> <p>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.</p> <p>*PMCs have discretionary authority to select the number of units to inspect each month, as long as all inspections are completed by September.</p> | <p>A 100</p> <p>B 97 to 99</p> <p>C 95 to 96.9</p> <p>D 93 to 94.9</p> <p>E 90 to 92.9</p> <p>F ≥89.9*</p> |

VACANCY RATE AND TURNAROUND DAYS

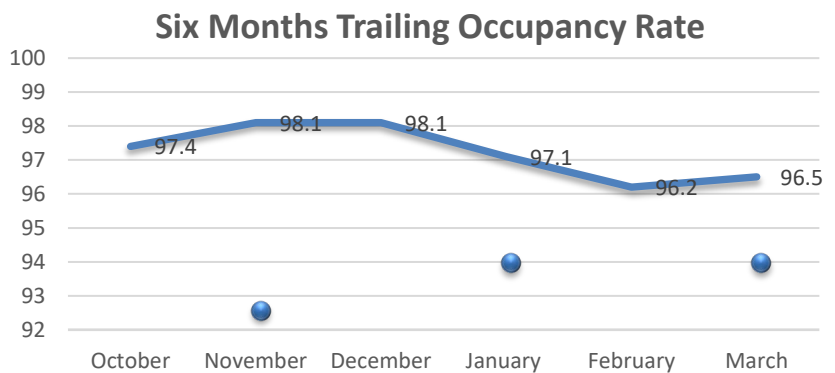
| Low-Income Public Housing Development | PMC | ACC Units | Approved | Total Available ACC Units | Occupied Units | Vacant Units | Occupancy Percentage | Grade | Total Vacant Days | Units Turned YTD | Avg. Total | Grade |
|---------------------------------------|----------|--------------|---------------|---------------------------|----------------|--------------|----------------------|----------|-------------------|------------------|---------------------|----------|
| | | | Units Offline | | | | | | | | Turnaround Days YTD | |
| Bellerive | J. Allen | 210 | 0 | 210 | 207 | 3 | 98.6% | A | 486 | 37 | 13 | A |
| Cuney Homes | Orion | 553 | 0 | 553 | 520 | 33 | 94.0% | E | 10,423 | 97 | 107 | F |
| Ewing | Orion | 40 | 0 | 40 | 37 | 3 | 92.5% | F | 228 | 7 | 33 | D |
| Irvinton Village | J. Allen | 308 | 0 | 308 | 301 | 7 | 97.7% | B | 3,978 | 99 | 40 | D |
| Kelly Village | J. Allen | 270 | 0 | 270 | 258 | 12 | 95.6% | D | 2,694 | 86 | 31 | D |
| Kennedy Place | Orion | 108 | 0 | 108 | 104 | 4 | 96.3% | C | 641 | 10 | 64 | F |
| Lyerly | J. Allen | 199 | 0 | 199 | 194 | 5 | 97.5% | B | 1,829 | 39 | 47 | E |
| Mixed-Income Developments | | | | | | | | | | | | |
| Fulton Village | Lynd | 108 | 0 | 108 | 107 | 1 | 99.1% | A | 277 | 10 | 28 | C |
| Heatherbrook | Lynd | 53 | 0 | 53 | 53 | 0 | 100.0% | A | 118 | 5 | 24 | B |
| Independence Heights | Orion | 36 | 0 | 36 | 36 | 0 | 100.0% | A | 272 | 5 | 54 | F |
| Lincoln Park | Orion | 200 | 0 | 200 | 187 | 13 | 93.5% | F | 2,338 | 32 | 73 | F |
| Oxford Place | Orion | 230 | 0 | 230 | 214 | 16 | 93.0% | F | 7,756 | 56 | 139 | F |
| Totals | | 2,315 | 0 | 2,315 | 2,218 | 97 | 96.5% | C | 31,040 | 483 | 64 | F |

| Section 8 New Construction Development | PMC | S8 NC Units | Units | Total Available S8 NC Units | Occupied Units | Vacant Units | Occupancy Percentage | Grade | Total Vacant Days | Units Turned YTD | Avg. Total | Grade |
|--|------------|-------------|----------|-----------------------------|----------------|--------------|----------------------|----------|-------------------|------------------|---------------------|----------|
| | | | Offline | | | | | | | | Turnaround Days YTD | |
| Long Drive | Tarrantino | 100 | 0 | 100 | 100 | 0 | 100.0% | A | 362 | 10 | 36 | D |
| Totals | | 100 | 0 | 100 | 100 | 0 | 100.0% | A | 362 | 10 | 36 | D |

*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.

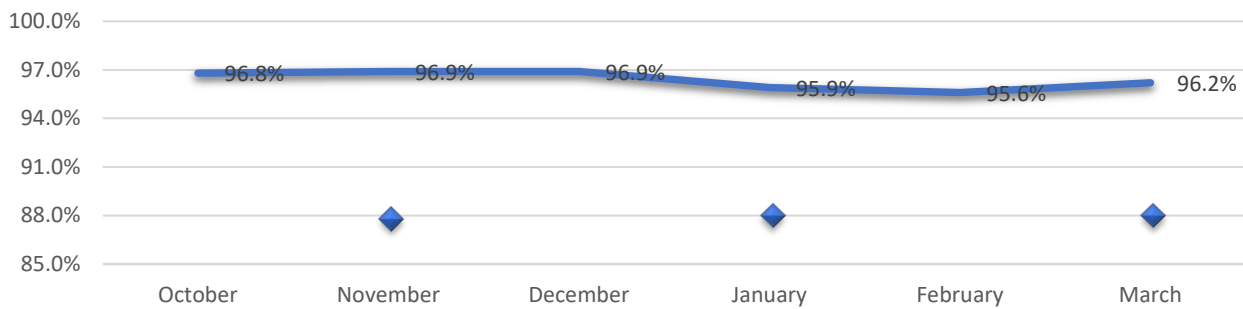
| PHAS Score | Occupancy Rate | Avg. Total Turnaround Days |
|------------|----------------|----------------------------|
| A | 98 to 100 | 1 to 20 |
| B | 97 to 97.9 | 21 to 25 |
| C | 96 to 96.9 | 26 to 30 |
| D | 95 to 95.9 | 31 to 40 |
| E | 94 to 94.9 | 41 to 50 |
| F | ≤93.9 | ≥51 |



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 | | | | | | |
| Mansions at Turkey Creek | Orion | 252 | 0 | 252 | 0 | 19 | 92.5% |
| Peninsula Park | Orion | 280 | 0 | 280 | 0 | 11 | 96.1% |
| Pinnacle at Wilcrest | Embrey | 250 | 0 | 250 | 0 | 7 | 97.2% |
| Uvalde Ranch | Hettig-Kahn | 244 | 0 | 244 | 0 | 17 | 93.0% |
| Willow Park | Embrey | 260 | 0 | 260 | 0 | 3 | 98.8% |
| Telephone Rd | Tarantino | 200 | 0 | 200 | 0 | 0 | 100.0% |
| TOTALS | | 1,486 | 0 | 1,486 | 0 | 65 | 96.2% |
| RAD-PBV | | | | | | | |
| Allen Parkway Village | Orion | 278 | 278 | | 0 | 184 | 33.8% |
| Historic Oaks of APV | Orion | 222 | 222 | | 0 | 189 | 14.9% |
| HRI-Victory | Orion | 140 | 140 | | 0 | 22 | 84.3% |
| Sweetwater Point | Lynd | 260 | 26 | 234 | 0 | 16 | 93.8% |
| TOTAL | | 900 | 666 | 234 | 0 | 411 | 56.7% |

6 Month Trailing Occupancy Rate



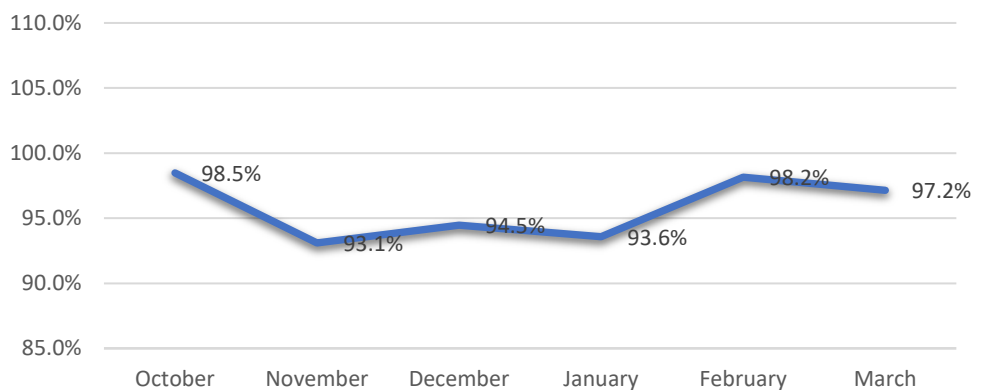
RENT COLLECTION

| Low-Income Public Housing Development | PMC | Month Billed | Month Collected | % Collected | Grade | YTD Billed | YTD Collected | % YTD Collected | Grade |
|---|----------|------------------|------------------|---------------|----------|--------------------|--------------------|-----------------|----------|
| Bellerive | J. Allen | \$59,467 | \$59,024 | 99.25% | A | \$180,237 | \$177,806 | 98.65% | A |
| Cuney Homes | Orion | \$129,747 | \$127,256 | 98.08% | A | \$394,779 | \$381,145 | 96.55% | B |
| Ewing | Orion | \$8,751 | \$8,596 | 98.23% | A | \$28,031 | \$26,202 | 93.47% | D |
| Irvinton Village | J. Allen | \$72,743 | \$69,997 | 96.23% | B | \$216,933 | \$208,436 | 96.08% | B |
| Kelly Village | J. Allen | \$66,163 | \$66,163 | 100.00% | A | \$206,145 | \$195,234 | 94.71% | C |
| Kennedy Place | Orion | \$36,274 | \$34,486 | 95.07% | C | \$107,875 | \$103,788 | 96.21% | B |
| Lyerly | J. Allen | \$58,916 | \$58,916 | 100.00% | A | \$176,925 | \$176,196 | 99.59% | A |
| Mixed-Income Housing Development | | | | | | | | | |
| Fulton Village | Lynd | \$38,610 | \$37,643 | 97.50% | B | \$112,052 | \$111,085 | 99.14% | A |
| Heatherbrook | Lynd | \$11,544 | \$11,544 | 100.00% | A | \$36,128 | \$35,915 | 99.41% | A |
| Independence Heights | Orion | \$3,963 | \$3,667 | 92.53% | D | \$12,572 | \$10,381 | 82.57% | F |
| Lincoln Park | Orion | \$43,968 | \$36,872 | 83.86% | F | \$127,750 | \$116,081 | 90.87% | E |
| Oxford Place | Orion | \$31,429 | \$31,429 | 100.00% | A | \$92,546 | \$87,075 | 94.09% | C |
| Totals | | \$561,575 | \$545,593 | 97.15% | B | \$1,691,970 | \$1,629,344 | 96.30% | B |

| Section 8 New Construction Development | PMC | Month Billed | Month Collected | % Collected | Grade | YTD Billed | YTD Collected | % YTD Collected | Grade |
|--|-----------|-----------------|-----------------|---------------|----------|-----------------|-----------------|-----------------|----------|
| Long Drive | Tarantino | \$25,075 | \$24,799 | 98.90% | A | \$73,517 | \$72,774 | 98.99% | A |
| Totals | | \$25,075 | \$24,799 | 98.90% | A | \$73,517 | \$72,774 | 98.99% | A |

| 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 |

6 Months Trailing Rent Collection Rate



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 | 5 | 5 | 100.0% | A |
| Cuney Homes | Orion | 104 | 58 | 55.8% | F |
| Ewing | Orion | 13 | 13 | 100.0% | A |
| Irvinton Village | J. Allen | 6 | 6 | 100.0% | A |
| Kelly Village | J. Allen | 0 | 0 | N/A | A |
| Kennedy Place | Orion | 0 | 0 | N/A | A |
| Lyerly | J. Allen | 0 | 0 | N/A | A |
| Mixed-Income Housing Development | | | | | |
| Fulton Village | Lynd | 0 | 0 | N/A | A |
| Heatherbrook | Lynd | 0 | 0 | N/A | A |
| Independence Heights | Orion | 0 | 0 | N/A | A |
| Lincoln Park | Orion | 0 | 0 | N/A | A |
| Oxford Place | Orion | 0 | 0 | N/A | A |
| Totals | | 128 | 82 | 64.1% | F |

| RAD-PBV | | Emergency Work Orders Generated | Emergency W/O Completed within 24 hours | Percentage Completed within 24 hours | Grade |
|---------------|-----------|---------------------------------|---|--------------------------------------|-------|
| Long Drive | Tarantino | 0 | 0 | N/A | |
| Totals | | 0 | 0 | N/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 |

*APV/HOAPV has been under renovation/RAD conversion as of August 31, 2022
 *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.

NON-EMERGENCY WORK ORDERS

| Low-Income Public Housing Development | PMC | Work Orders Generated | Average Completion Time (Days) | Grade |
|---------------------------------------|----------|-----------------------|--------------------------------|----------|
| Bellerive | J. Allen | 40 | 1.15 | A |
| Cuney Homes | Orion | 129 | 6.75 | A |
| Ewing | Orion | 24 | 3.00 | A |
| Irvinton Village | J. Allen | 194 | 2.57 | A |
| Kelly Village | J. Allen | 164 | 1.26 | A |
| Kennedy Place | Orion | 2 | 0.00 | A |
| Lyerly | J. Allen | 77 | 1.35 | A |
| Mixed-Income Housing Development | | | | |
| Fulton Village | Lynd | 15 | 2.20 | A |
| Heatherbrook | Lynd | 24 | 2.75 | A |
| Independence Heights | Orion | 0 | 0.00 | A |
| Lincoln Park | Orion | 4 | 0.00 | A |
| Oxford Place | Orion | 19 | 0.00 | A |
| Totals | | 692 | 1.75 | A |

| Section 8 New Construction Development | | Work Orders Generated | Average Completion Time (Days) | Grade |
|--|-----------|-----------------------|--------------------------------|----------|
| Long Drive | Tarantino | 89 | 2.82 | A |
| Totals | | 89 | 2.82 | 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 |



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 | 61 | 11.0% | A |
| Ewing | Orion | 40 | 4 | 10.0% | A |
| Irvinton Village | J. Allen | 308 | 120 | 39.0% | A |
| Kelly Village | J. Allen | 270 | 116 | 43.0% | A |
| Kennedy Place | Orion | 108 | 24 | 22.2% | A |
| Lyerly | J. Allen | 199 | 128 | 64.3% | A |
| Mixed-Income Housing Development | | | | | |
| Fulton Village | Lynd | 108 | 15 | 13.9% | A |
| Heatherbrook | Lynd | 53 | 15 | 28.3% | A |
| Independence Heights | Orion | 36 | 36 | 100.0% | A |
| Lincoln Park | Orion | 200 | 28 | 14.0% | A |
| Oxford Place | Orion | 230 | 28 | 12.2% | A |
| Totals | | 2,315 | 785 | 33.9% | A |

| Section 8 New Construction Development | PMC | Inspections Due | Inspections Performed | Percentage Complete | Grade |
|--|-----------|-----------------|-----------------------|---------------------|----------|
| Long Drive | Tarantino | 100 | 45 | 45.0% | A |
| Totals | | 100 | 45 | 45.0% | A |

*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.

| 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% |

HOUSING CHOICE VOUCHER HUD-GRADED SEMAP INDICATORS

| | | | Score | Performance |
|---|------------------|--------------------|-----------------------------|---------------------------------------|
| <p>ANNUAL REEXAMINATIONS REPORTING RATE</p> <p>This Indicator shows whether the Agency completes a re-examination for each participating family at least every twelve (12) months.</p> | <p>Goal 96%</p> | <p>Actual 96%</p> | <p>10</p> <p>5</p> <p>0</p> | <p>≥96</p> <p>90 to 95</p> <p>≤89</p> |
| <p>CORRECT TENANT RENT CALCULATIONS</p> <p>This Indicator shows whether the Agency correctly calculates the family’s share of rent to owner in the Rental Voucher Program.</p> | <p>Goal 98%</p> | <p>Actual 100%</p> | <p>5</p> <p>0</p> | <p>98 to 100</p> <p>≤97</p> |
| <p>PRECONTRACT HQS INSPECTIONS</p> <p>This Indicator shows whether newly leased units pass HQS inspection on or before the beginning date of the Assisted Lease and HAP Contract.</p> | <p>Goal 100%</p> | <p>Actual 100%</p> | <p>5</p> <p>0</p> | <p>98 to 100</p> <p>≤97</p> |
| <p>FSS ENROLLMENT</p> <p>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 361 mandatory slots on the FSS Program; 407 families are currently enrolled.</p> | <p>Goal 80%</p> | <p>Actual 112%</p> | <p>10</p> <p>8</p> <p>5</p> | <p>≥80</p> <p>60 to 79</p> <p>≤59</p> |
| <p>FSS ESCROW</p> <p>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. There are 407 families participating in the FSS program. Out of the 407 families, 220 (54%) of the families are eligible for escrow and currently have an FSS escrow balance.</p> | <p>Goal 30%</p> | <p>Actual 54%</p> | <p>10</p> <p>5</p> | <p>≥30</p> <p>≤29</p> |

APRIL 2024

RENOVATION PROJECTS

PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS

- **Major Capital Projects**
 - **License Plate Reader (LPR) Cameras** – Installation continues in April with no change to the February numbers - 34 Cameras are in Service and 46 units in the permit phase.
 - **Oxford Place Apartments** – For exterior repairs including roof replacement, exterior wall and sidewalk repairs, and replacing damaged windows and screens – Contract is final, Construction Notice to Proceed has been issued. The work is expected to be seven (7) months.
 - **Bellerive Senior Living Apartments** – Roof replacement and associated work; – the ongoing construction work is expected to be completed in May/June 2024.
 - **Heatherbrook Apartments** – The refinancing of Heatherbrook has closed. We are waiting for the final construction contracts to be executed before starting the construction work on the project.
 - **Kennedy Place** – Roof Repairs and Exterior Renovations – the project is under construction and is expected to be completed in August 2024.
 - **Lincoln Park** – Roof Repairs and Exterior Renovations – is expected to be completed in May 2024.
 - **Fulton Place**- Roof and building Envelope repairs. This project has been awarded to a contractor and is currently with procurement prior to finalizing an executed contract.
 - **HRI**- Siding and Exterior Repairs- Final drawings completed. The team is working to route drawing for permit as well as historical commission review. We are submitting the design documents to procurement to begin solicitation.

NEW DEVELOPMENT

- **Standard on Jensen:** (Replacement Housing for Clayton Homes) – will be named *'The Bend'*:
 - Construction has started, with a projected occupancy in October 2024. Lease-up coordination will start in January 2024 for the relocation of Clayton Residents. Construction is 72% Complete.
- **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, with the first units being available for lease in the third quarter of 2024. Construction is 67% complete.
 - Infrastructure Package – Anticipated to be around August 2024. Construction is 68% complete. (*Construction is delayed due to the redesign of parking/roadwork*).
- **Kelly II:** In December 2020, we closed on all the lots owned by the 5th ward minus lot 6. The HHA is planning to close lot 6 in April 2024.

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. Construction is 14% complete (both APV and HOAPV). Phase A and B construction are running concurrently with an anticipated completion of May 2024.

HURRICANE HARVEY

FEMA has consolidated the flooring projects into a 428 fund that allows the HHA to use the balance of \$34 million remaining dollars across the following projects:

- **Independence Heights II** – Approved by the HHA Board in December 2023, approximately \$24.5 million of FEMA has been allocated to a new 260-unit development at the intersection of Yale and Crosstimbers. The HHA has coordinated with FEMA to reallocate the dollars earmarked for Forest Green and Clayton to develop the project.
- **2100 Memorial:** \$5 million of FEMA funds were allocated to the property to address the flood mitigation and detention for a new 197-unit mixed-income development at the site. The anticipated opening is scheduled for May 2024.

The balance of the FEMA 428 funds will be used for another HHA-planned development that has yet to be determined.

In addition to the FEMA 428 Funds - the HHA is currently developing a strategy to mitigate future flooding at our Uvalde Ranch and Mansions property that has been allocated - \$5.2 million and \$6.7 million, respectively—the HHA pricing deployable system and discussing the logistics of implementing such a system.

TxDOT LAND SALES

Kelly Village: The HHA is getting an appraisal done for a land swap. As part of the appraisal, the HHA and TxDOT will confirm the buildings, structures, parking areas, and infrastructure will be acquired and removed. A preliminary design and cost estimate to cure the development will be necessary to ensure the remaining units remain operational. This will include the following but not limited to:

- Confirming parking counts;
- Estimated cost for relocation of perimeter fencing, roads and sidewalks;
- Provide a cost estimate to relocate utilities – water, electrical, gas, and sewage as needed;
- Cost estimate for replacement/relocation of the park and all associated exterior landscaping and irrigation systems;
- Any additional adjustments to ensure the property follows applicable codes.

Once the above is finalized, a development plan will be finalized with TxDOT, including the disposition of the lands that TxDOT will acquire. The agency is aware of the displacement of residents, and the plan is to provide some replacement units in close proximity to the Kelly Village.

Third Ward – Cuney Homes Choice Neighborhood Initiative

In December, the Houston Housing Authority, in collaboration with the City of Houston, submitted a Third Ward Choice Neighborhood Initiative implementation grant. The Executive Summary of the grant is contained on the following page.

HUD anticipates awarding the FY2023/2024 Implementation Grant in early fall 2024.

OPEN SOLICITATION LOG

APRIL 2024

HHA'S PROCUREMENT DEPT.

| Type | Solicitation # | Status | Department(s) | Description | Advertisement Date | Due Date |
|-------------|-----------------------|---------------|----------------------|--|---------------------------|-----------------|
| RFP | 24-15 | Open | HCV | Prospective Unit Inspection Services | 4-2-2024 | 5-2-2024 |
| RFP | 24-17 | Open | Executive | Agency Wide Public Relations Services | 4-8-2024 | 5-7-2024 |

OPERATING STATEMENTS: 2 MONTH ENDING FEBRUARY 29, 2024

| Central Office | Annual Budget 2024 | MONTHLY | Year to Date Budget | Year to Date Actual | Favorable (Unfav) Variance |
|---|--------------------|---------|---------------------|---------------------|----------------------------|
| Operating Income | | | | | |
| Total Operating Income | 9,316,900 | 770,914 | 1,552,817 | 1,553,401 | 584 |
| Operating Expenses | | | | | |
| Salaries and Benefits | 5,024,710 | 384,229 | 837,452 | 722,598 | 114,854 |
| Facilities and Other Administrative Expenses | 3,920,000 | 291,804 | 653,333 | 554,825 | 98,508 |
| Total Central Office Expenses | 8,944,710 | 676,033 | 1,490,785 | 1,277,423 | 213,362 |
| Surplus/(Use) of Business Activities Funds for COCC | 372,190 | 94,881 | 62,032 | 275,978 | 213,946 |

| Housing Choice Voucher Program | Annual Budget 2024 | Year to Date Actual | Year to Date Budget | Year to Date Actual | Favorable (Unfav) Variance |
|---|--------------------|---------------------|---------------------|---------------------|----------------------------|
| Administrative Operating Income | | | | | |
| Total Operating Income | 16,042,000 | 1,308,954 | 2,673,667 | 2,604,878 | (68,789) |
| Operating Expenses | | | | | |
| Salaries and Benefits | 8,548,269 | 625,333 | 1,424,712 | 1,201,876 | 222,836 |
| Administrative Expenses | 2,712,600 | 204,045 | 452,100 | 375,824 | 76,276 |
| COCC-Management Fees | 4,468,062 | 361,811 | 744,677 | 721,652 | 23,025 |
| Total Operating Costs Expenses | 15,728,931 | 1,191,189 | 2,621,489 | 2,299,352 | 322,137 |
| Cash Flow (Deficit) from Operations | 313,069 | 117,765 | 52,178 | 305,526 | 253,348 |
| Housing Assistance Payments (HAP) | | | | | |
| Housing Assistance Payment Subsidy | 195,000,000 | 19,543,544 | 32,500,000 | 38,257,825 | 5,757,825 |
| Investment Income on HAP Reserves | 0 | 0 | 0 | 0 | 0 |
| Housing Assistance Payments | 195,000,000 | 19,312,034 | 32,500,000 | 38,223,987 | (5,723,987) |
| HAP Current Year Excess (Use) | 0 | 231,510 | 0 | 33,838 | 33,838 |

OPERATING STATEMENTS: 2 MONTH ENDING FEBRUARY 29, 2024

| Affordable Housing Rental Programs | Annual Budget 2024 | Year to Date Actual | Year to Date Budget | Year to Date Actual | Favorable (Unfav) Variance |
|--|--------------------|---------------------|---------------------|---------------------|----------------------------|
| Operating Income | | | | | |
| HUD Subsidy - Low Rent Housing2826 | 13,800,158 | 1,119,099 | 2,300,026 | 2,334,875 | 34,849 |
| Tenant Rental Income | 23,698,812 | 1,968,247 | 3,949,802 | 3,965,843 | 16,041 |
| Other Income | 1,023,249 | 85,144 | 170,542 | 154,876 | (15,666) |
| Capital Funds / Replacement Reserves | 10,531,263 | 956,255 | 1,755,211 | 1,815,987 | 60,777 |
| Total Operating Income | 49,053,482 | 4,128,745 | 8,175,580 | 8,271,581 | 96,001 |
| Operating Expenses | | | | | |
| Administrative Expenses | 13,370,005 | 1,093,716 | 2,228,334 | 2,165,843 | 62,491 |
| Tenant Services | 618,078 | 36,686 | 103,013 | 71,096 | 31,917 |
| Utilities | 4,232,148 | 344,824 | 705,358 | 694,721 | 10,637 |
| Maintenance | 12,048,420 | 913,435 | 2,008,070 | 1,684,527 | 323,543 |
| Protective Services | 2,572,201 | 213,005 | 428,700 | 413,876 | 14,824 |
| Insurance Expense | 2,930,015 | 224,826 | 488,336 | 435,874 | 52,462 |
| Other General Expense | 293,430 | 21,852 | 48,905 | 40,704 | 8,201 |
| Total Routine Operating Expenses | 36,064,297 | 2,848,344 | 6,010,716 | 5,506,641 | 504,075 |
| Net Income from Operations | 12,989,185 | 1,280,401 | 2,164,864 | 2,764,940 | 600,076 |
| Non-Routine Maintenance (Capital Funds) | 5,125,673 | 400,041 | 854,279 | 787,596 | 66,683 |
| Debt Service including ESCO | 2,633,809 | 213,933 | 438,968 | 427,866 | 11,102 |
| Cash Flow (Deficit) from Operations | 5,229,703 | 666,427 | 871,617 | 1,549,478 | 522,291 |

MAY 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|--|---|---|
| <p>5</p> <p>* Chauncey Glover Project- Oxford Place- 3PM-5PM</p>  | <p>6</p> <p>* Career and Recovery 9AM. to 12PM.- Oxford Place</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* Older Americans Event- Fulton Village- 1PM</p> <p>* Field Trip Newman's Castle & Bakery- Telephone Rd</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>7</p>  <p>* Workforce Solutions Seminar- "A Target Plan- Oxford Place- 10AM- 11AM</p> <p>* Job Club- Cuney- 10AM-12PM</p> <p>* Matter of Balance/ Fall Prevention w/ Baker Ripley- Telephone Rd- 12PM</p> <p>* ROSS Orientation- Bellelve-2PM-4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>8</p> <p>* Coffee & Conversation 8AM</p> <p>* Career and Recovery - Oxford Place JP- 9AM. to 12PM</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* Monarch Mental Health Seminar- Oxford Place- 10AM- 11:30AM</p> <p>* Community Meeting- Bellelve- 2PM</p> <p>* JW's- Telephone Rd- 2:30</p> <p>* ROSS Informational Meeting- Cuney Homes- 2PM-4PM</p> <p>* FSS Orientation- HHA- 2PM-4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>9</p> <p>* Bible Study w/Pastor Josey- Telephone Rd- 10AM</p> <p>* ROSS Informational Meeting- Lincoln Park- 12noon</p> <p>* Thriving Thursday- Oxford Place- 11AM- 12PM</p> <p>* Mother's Day Celebration- Lyerly- 2PM- 4PM</p> <p>* Mother's Day Celebration- Telephone Rd- 2PM-4PM</p> <p>* Mother's Day Event- Bellelve- 3PM-5PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>10</p> <p>* Ice Cream Social Topic: Employment- Lyerly- 11AM</p> <p>* "Queen for a Day"- Fulton Village- 4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> <p>* Friday Night BINGO- Telephone Rd- 6PM</p> | <p>11</p> <p>* Ameqy Bank- HHA- 10AM- 12PM</p> <p>* Chauncey Glover Project- Oxford Place- 10AM-1PM</p> |
| <p>12</p>  | <p>13</p> <p>* Career and Recovery 9AM. to 12PM.- Oxford Place</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* Older Americans Event- Fulton Village- 1PM</p> <p>* Texas Regional Bank Workshop-(HHA)- 2PM-4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>14</p> <p>* Workforce Solutions Seminar- "Job Readiness Toolkit"- Oxford Place- 10AM- 11AM</p> <p>* Job Club- Cuney- 10AM-12PM</p> <p>* Matter of Balance/ Fall Prevention w/ Baker Ripley- Telephone Rd- 12PM</p> <p>* ROSS Informational Meeting-Kennedy Place- 11AM</p> <p>* ROSS Informational Meeting-Kelly Village- 12PM</p> <p>* Laughter Yoga w/ Outreach Health - Telephone Rd- 2PM</p> <p>* ROSS Orientation- Bellelve-2PM-4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>15</p> <p>* Coffee & Conversation 8AM</p> <p>* Career and Recovery - Oxford Place -9AM. - 12PM</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* Monarch Mental Health Seminar- Oxford Place- 10AM- 11:30AM</p> <p>* ROSS Information Meeting- Fulton Village- 12PM</p> <p>* FSS Homeownership Orientation HHA- 2PM-4PM</p> <p>* JW's- Telephone Rd- 2:30</p> <p>* FSS There is No Box -HHA- 6PM-. 8PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> <p>* PMC Meeting- Irvinton Village- 5PM</p> | <p>16</p> <p>* Bible Study w/Pastor Josey- Telephone Rd- 10AM</p> <p>* Thriving Thursday- Oxford Place- 11AM- 12PM</p> <p>* ROSS Informational Meeting- Oxford- 12Noon</p> <p>* ROSS Orientation- Lyerly- 1PM-3PM</p> <p>* Resident/Manager Meeting- Telephone Rd- 2PM</p> <p>* PMC Meeting- Lyerly- 3PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> <p>* Relentless Love Bible Study- Fulton Village- 4PM</p> <p>* PMC Meeting- Lincoln Park- 6PM</p> | <p>17</p> <p>* WellPoint w/ Dawson Nguyen với Dawson Nguyễn 10 giờ sáng</p> <p>* Houston Food Bank- Lyerly- 3PM</p> <p>* Youth BINGO Night- 5:30PM</p> <p>* Friday Night BINGO- Telephone Rd- 6PM</p> | <p>18</p> <p>* Movie Night- Oxford Place- 6PM</p> |
| <p>19</p> <p>* Chauncey Glover Project- Oxford Place- 3PM-5PM</p> | <p>20</p> <p>* Career and Recovery 9AM. to 12PM.- Oxford Place</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* Older Americans Event- Fulton Village- 1PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> <p>* Community Meeting- Fulton Village- 5PM</p> | <p>21</p> <p>* Workforce Solutions Seminar- "Sharpening Your Interview Skills" - Oxford Place-10AM-11AM</p> <p>* Job Club- Cuney- 10AM-12PM</p> <p>* Matter of Balance/ Fall Prevention w/ Baker Ripley- Telephone Rd- 12PM</p> <p>* Motown Boogie Down w/ Harbor Hospice- Telephone Rd- 3PM</p> <p>* ROSS Informational Meeting- Irvinton Village- 2PM</p> <p>* ROSS Orientation- Bellelve- 2PM- 4PM</p> <p>* PMC Meeting- Kelly Village- 5PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>22</p> <p>* Coffee & Conversation 8AM</p> <p>* Career and Recovery 9AM. to 12PM.- Oxford Place JP</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* Monarch Mental Health Seminar- Oxford Place- 10AM- 11:30AM</p> <p>* JW's- Telephone Rd- 2:30</p> <p>* FSS Orientation-HHA- 2PM-4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>23</p> <p>* Senior Food Box Distribution- Bellelve- 8:30 AM</p> <p>* Bible Study w/Pastor Josey- Telephone Rd- 10AM</p> <p>* Employment Fair- Oxford Place- 10AM- 1PM</p> <p>* Ice Cream Social Topic: Employment- Kelly Village- 11AM</p> <p>* JW's- Telephone Rd- 2:30</p> <p>* ROSS Orientation- Lyerly- 2PM- 3PM</p> <p>* KidzGrub- Oxford Place- 4PM</p>  | <p>24</p> <p>* KidzGrub- Oxford Place- 4PM</p> <p>* Friday Night Bingo- Telephone Road- 6PM</p> | <p>25</p> <p>* Homebuyers Club Hosted by US Bank- TBD- 10AM- 12PM</p> |
| <p>26</p>  <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> | <p>27</p> <p>* Job Club- Cuney- 10AM-12PM</p> <p>* Matter of Balance/ Fall Prevention w/ Baker Ripley- Telephone Rd- 12PM</p> <p>* ROSS Orientation- Bellelve- 2PM- 4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>28</p> <p>* Job Club- Cuney- 10AM-12PM</p> <p>* Matter of Balance/ Fall Prevention w/ Baker Ripley- Telephone Rd- 12PM</p> <p>* ROSS Orientation- Bellelve- 2PM- 4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>29</p> <p>* Coffee & Conversation 8AM</p> <p>* Monarch Mental Health Seminar- Oxford Place- 10AM- 11:30AM</p> <p>* Exercise w/ Baker Ripley- Telephone Road- 10AM</p> <p>* JW's- Telephone Rd- 2:30</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>30</p> <p>* Bible Study w/Pastor Josey- Telephone Rd- 10AM</p> <p>* Oxford Closet Tour- 10AM- 11AM</p> <p>* Thriving Thursday- Oxford Place- 11AM- 12PM</p> <p>* ROSS Orientation- Lyerly- 2PM- 4PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | <p>31</p> <p>* Community Resources Health & Wellness Expo- Telephone Rd- 9AM- 2PM</p> <p>* Friday Night BINGO- Telephone Rd- 6PM</p> <p>* KidzGrub- Oxford Place- 4PM</p> | |