



HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING FEBRUARY 4, 2025

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 | *Jennine Hovell-Cox, Interim 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, FEBRUARY 4, 2025
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BOARD OF COMMISSIONERS MEETING
TUESDAY, FEBRUARY 4, 2025
1:00 PM
Houston Housing Authority Central Office
2640 Fountain View Drive, Houston, TX 77057

AGENDA

- I. Call to Order
- II. Roll Call
- III. Election of Board Officers
- IV. Approval of the December 17, 2024 Houston Housing Authority Board Meeting Minutes
- V. Introduction of the 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
 - a. **Resolution No. 3856:** Consideration and/or take action to authorize the Interim President & CEO or authorized representative of the Houston Housing Authority to execute and Enter into Insurance Contracts for the 2025 Policy Year with Texas Municipal League Intergovernmental Risk Pool.
 - b. **Resolution No. 3857:** Consideration and/or take action to authorize the Interim President & CEO to livestream board meetings.
- VIII. Convene an Executive Session to discuss:
 - Personnel matters in accordance with Section 551.074 of the Texas Government Code
 - Legal issues in accordance with Section 551.071 of the Texas Government Code
 - 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.
 - c. **Resolution No. 3858:** Consideration and/or take action to authorize the Houston Housing Authority to take such actions necessary or convenient to terminate the Memorandum of Understanding with Columbia Independence Heights, LLC and proceed with procurement of a developer for the development of Independence Heights II (the “**Project**”), to take such actions necessary or convenient to facilitate the development of the Project, and the execution of all required documents therefor.
- X. Adjournment



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

TUESDAY, DECEMBER 17, 2024

I. CALL TO ORDER

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, December 17, 2024, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. Called the meeting to order at 3:00 p.m.

II. ROLL CALL

Present:

- Joseph “Jody” Proler, Chairman
- Alton Smith, Vice Chairman
- Cynthia Aceves-Lewis, Commissioner
- Stephanie A.G. Ballard, Commissioner
- Eric G. Carter, Commissioner
- Kristy Kirkendoll
- Kenneth C. Li, Commissioner
- Jennine Hovell-Cox., Secretary

ABSENCES:

III. APPROVAL OF THE MINUTES

Board Meeting Minutes: **November 18, 2024**
Board Meeting Minutes: **November 25, 2024**

Chairman asked to vote in seriatim.

On motion by Commissioner Li and seconded by Commissioner Smith.

Chairman called for a motion to approve the November 18, 2024, and November 25, 2024.

On motion by Commissioner Li and seconded by Commissioner Smith.

Minutes were passed unanimously.

IV. INTRODUCTION OF THE INTERPRETERS

Chairman Proler offered to provide interpreters to Spanish, Mandarin, and Vietnamese speakers who may need assistance for public comments only.

V. PUBLIC COMMENTS

Calvin Kelvin: I'm glad that I'm able to speak to you today. I've been coming here since last year and attempting to speak and I was blocked for whatever reason. As you said we are going through a trying time. These are the holidays but I want to stay positive. I don't believe in making countless attacks, and one's integrity behind their backs, so I prefer to speak to a person's face. I believe that the mayor has finally gotten the right. I am the person who whistle-blew and brought all the comments and kept coming here and talking about Mr. Northern and Mr. Barnes and other people and kickbacks and other things that have and have recordings of the videos, and no one wanted to hear, but I think somebody found me, heard me, and maybe they too secretly moved and did something so that we could get something going. Section 55.1704 of the Texas Government Code allows me to speak, but in the past, I was shut down by your current Interim President and CEO, Ms. Hovell-Cox. Ms. Hovell-Cox, at every point, has tried to stop me and cut me off from actually getting my message out and telling the truth about what Mr. Northern was doing and how he was running this place as if it were the Chicago mob. I actually was given the contract verbally by Mr. Marquis Barnes, whose daughter also works here and who also was brought in by Mr. Northern from Chicago, and introduced me to a gentleman, I'm sure you've seen on the news, who owned the fashion clothing line and I thought was in construction. He put his business in my name and said that I gave him permission to do it. All of this has been investigated. I have personally turned this in to the feds because Mr. Northern tried to get me to become a contractor, trying to give me to give him kickbacks that I refused to do. On September 18 I sent an email to Austin Cross, the procurement manager, and e-mail informing him that there was a problem with the egress and that people would not be able to go and come and that all work needed to be stopped. I also informed Mr. Crotts and told him I didn't want this to become a thing, but I was whistle-blowing to him about the fact that he was providing material; there were three times less the cost of what they were supposed to be. They weren't providing what they were supposed to be liable for their contractors, for the cost of their kickbacks going on that Mr. Marquis has told me about. I have my phone records with me, the number of times Mr. Barnes and Mr. Northern and I talked. I'm not hiding anything. Mr. Alton Jones, who's one of my friends, once told me that the truth doesn't have a lot of stuff but a lie does. So I know it's a little long-winded, but again, if we go back to my proposal, in my e-mail from September 18th, you will see the proposal that I submitted to talk about the egress. This is the very same proposal that Mr. Northern put in place, and they used it as their scheme. I will yield and I thank you for your time.

Verdell Ingram: Thank you all for the opportunity, but Ms. Thomas is taking care of my issues.

VI. PUBLIC HEARING FOR DEVELOPMENT OF ARIZA PARK ROW

The hearing opened at 3:09 pm and closed with no comments.

VII. REPORTS

a. Information Technology, presented by Roy Spivey, Director of I.T.

I wanted to give an update on Resolution 3832, the purchase of network security hardware, and software. After the resolution was passed, we continued to negotiate with our vendors, and we were able to reduce the price of the firewalls, hardware, software, and services by \$16,000.

We have completed the implementation of the 4-gate firewall, and it's now in production. We have started the implementation of the 48 EVR, which replaces our current antivirus and endpoint, and we will have this completed by the end of the year. We've also started implementation on calcium ransomware protection. This was installed on 10 test computers, and it has been functioning satisfactorily. Will also have this completed by the end of the year. Along with the initiatives in resolution 3832, we will complete the implementation of Desktop 2-factor authentication by the end of the year. We are continuing to research

additional 24/7 network monitoring to alert us of any security issues immediately and other services that can provide penetration testing both internally and externally. We should have these solutions selected and vetted out by the first quarter of 2025. This will greatly enhance our security platform and help us from any further network security breaches. Questions or comments?

Commissioner Smith. I'm excited, and I hope I'm not speaking out of order. I don't understand that process, but I am impressed with your proactiveness. I'm going to encourage you to maintain the momentum in what you're doing.

Chairman, I'll echo Commissioner Smith's comments. I also appreciate the hard work that you and your team have put in. They are a really fine team.

b. Auditor

My name is Lauren and I am a partner with Berman Hopkins. We are the auditors for the Houston Housing Authority. Sean Cedar is a director of our company as well and he has also been working with the agency for the last few years' of audits.

We have prepared a presentation here to give you a synopsis of our process, a little bit of a timeline, insight into our audits, where we're at now, and some recommendations and plans for the future. We're happy to answer any questions and go over anything in more detail that you all might want to talk about.

So, here are some overviews that we'll be going over. One thing I wanted to address is that there are a lot of regulations involved in the audit. There are many regulations that the agency has to comply with, and there are many regulations that your auditors have to comply with. The audit that we do covers not only your financial information but also passive controls and compliance with your major programs.

We have been working with the agency since the 2020 audit, getting it caught up to where we're at right now with the 2023 audit. We'll be going over our opinions and the reports that we're issuing as part of the 2023 audit as well as other mentioned some recommendations and some plans for the future.

So this is just a visual representation to understand the layers of regulation that the agency is subject to. Generally accepted accounting principles are for any entity because of the type of funding that you are and the type of organization that you are; you also have governmental accounting standards that that is the method that defines your financial reporting. We as auditors. We have auditing standards, but again, because of the type of organization that you are, we are actually subject to government auditing standards, which is some additional level of testing. Because you receive over \$750,000 of federal awards, you're subject to the uniform guidance. That's where we have to test your compliance and your controls over the major programs and then because that funding is coming from the Department of Housing, they also have their own guidelines and regulations that they want for reporting and their audit to be in compliance with.

As part of Our audit, we issued 3 reports. The first report is a basic audit standard report. This is the report that you would see in any type of entity. As I mentioned, there is a government auditing standard report that speaks to some other items, taxpayer dollars based on a use, reasonable and necessary expenditures. And then there's a third report that is our uniform guidance report that speaks to your compliance with those major federal programs.

Sean's going to go over the timeline just so you can understand how we got to where we are today. We were brought on in January of 2023 for the audit of December 31st, 2020. We started our procedures in February 2023, and we got off to a little bit of a slow start because, typically, with an audit, the first year you're able to view prior auditor work papers but they denied us that access so we needed the beginning auditing

balances as well. And if you look at the top, you can see that the 2019 audit was issued in September of 2022. So almost full three years after the fiscal year end. The 2020 was issued in October of 2023. It took us months, 9 days from start to finish with that audit. A typical Housing Authority audit lasts about seven months. Your trial balance is due in February and is due to HUD in September 30th for December year-end.

2021, we started the audit in March of 2024 and we were able to complete that in four months. So down for eight months for the 2020 audit for four months and 25 days. For 2022, about the same time frame, just under 5 months. There were some complexities with that audit because it was the first year HHA was an MTW agency, and that submission is still under review by REAC. All prior submissions have been approved.

Bring this to the 2023 audit. We were able to submit that to REAC and by the nine-month due date of September 30th, 2024, but we had to issue a disclaimer of opinion. Basically, we did not have enough time to collect all the audit procedures, and all we needed to do so. You can see we only had two months and four days from when we issued the 2022 audit. 2023 And that submission was recently rejected by React and they give you 15 days from when that something comes through. So our goal is to issue by 12/28/2024 and have a better opinion. Hope the issue will come out by the end of the month.

Chairman. Pretty confident in that ability as of this date?

Berman. Yes, we're still working through some items, but we have two weeks left and we do have the REAC comments to get through as well.

Commissioner Smith. I have a question due to lack of knowledge. Is it generally 3 or 4 years after the activity that the audit happens?

Berman. Absolutely not. So definitely be on the next fiscal year. So you're December 2023 audit would be done by September 30, 2024.

Cynthia. What was the reason that the previous auditor denied access to more papers?

Berman. I believe they tried to do additional bill for services provided above the audit fee and HHA did not pay those extra fees that they were requesting. So due to that, they refused to grant us that information.

Cynthia. Do you know why that was?

Berman. I think there might have been some discrepancies in what that bill was for and what the agency felt the services were provided for. It is my understanding of that. The other thing I wanted to mention, Commissioner Smith, it's not common for agencies to be that late, however because of COVID, there were waivers and extensions that were granted to all agencies across the board. All agencies had additional time to get their audits done. It varied depending on what year you were talking about, and, unfortunately, I think those waivers were needed, but, when you get a backlog of anything it, it, it gets hard to get caught up. I think the important thing to know now is, that we're caught up. We're, you know, we're wrapping up the final pieces of 2023. We're moving into the end of the 2024 fiscal year and really stepping into that audit. For 2024, we are in the best position that that we have definitely been as your auditor. So for many years, we are really starting off on the best foot that we could as of this point.

Commissioner Carter. Why does the audit exclude HOPV Historic Community, LP, Fulton Village Apartments, LP, Sweetwater Point, LP, and 100 Victory, LP?

Berman. So one of the additional issues we ran into when we first came on board is we were hired to perform the audit for APV Redevelopment Corporation as well. So we were provided the 2019 financial statements for that, which we used as a basis for our proposal. Once we got into the audit procedures, we realized that the audit did not include fully owned entities of APV, which it should have. So during 2019 or 2020, we were performing, we came to the conclusion that there were major differences between the 2019 audit and the 2020 audit.

When we issued the 2020 audit, we included all those entities that were omitted in 2019, so those four entities were now included. In addition to that, Uvalde Ranch came on board. There are some complexities to this as well Because these were already considered related party history of all units for HHA. So they so anytime you have a receivable balance due from any of these entities or a payable balance due to any of these entities, they are now considered wholly owned by APV, which makes them wholly owned by HHA. Any internal activity that was on the books before becomes eliminated. And there are a few additional complications because the purchase date, if it came on in the middle of the year, June 15th, for instance, the activity prior to June 15th is considered part of the old entity, and behalf of that is part of HHA.

The same goes for the 2021 Mansions of Turkey Creek, which came on board. In 2022, for the SPFC Apartments, Wilcrest Apartments and Peninsula Apartments were RAD'd as well, and then the HOAPV was removed because of the RAD Conversion.

We are now working on the 2023 audits and APV Fondren Rd. Apartments because we have the broker now included in those as well. In 2024, next year, we are anticipating Lincoln Park Apartments and Oxford Community Apartments to be brought on as well. Each of those transactions has huge complexities regarding the current state of the books and how it modifies proteins included. Lauren is going to take some more details into 2023.

Lauren. OK, So I mentioned that there's three opinions, 3 reports that we issue as a part of our audit and what we have on the next few slides is some snippets. Each of those reports is 4 to 5 pages. So just some snippets of the critical pieces of those audit reports. So this is our auditors' report and we had a question about not being able to complete our audit procedures. So, the opinion that we issued was actually a disclaimer of opinion. What that disclaimer says is that by the time the audit was due to HUD, we wanted everyone HHA-Team, and our team agreed we wanted to meet that submission requirement for HUD, get us on the right track with things, and start meeting those deadlines timely.

Finally, by the time that submission was due, we did not have enough time to get properly supported information and test it and do all of the things that we needed to do as auditors. So we issued a disclaimer of opinion that states that. There's another piece to that disclaimer of opinion is that your opinion includes the discretely presented component units that you have. We don't do those audits. You have separate auditors that do those audits and some of those audits haven't been completed. We don't redo the audits. We get the audit from those auditors, and then we include that in our information. some of those audits have not been completed, so we weren't able to include those in our opinion, which also led to that disclaimer.

In the government auditing report, we don't actually issue an opinion in this report. We state the results of our testing and the results that we had to report in regards to this is that we did have a finding related to controls and compliance over the financial records. A lot of that stems from the timeliness of the reports and being able to get caught up, and the effort that the team needed to put in to get to a place; we're just having to make a lot of adjustments and get that information updated. So we did have to report that as a finding this year. This is what that finding looks like. Again, the whole finding is about a page long, but essentially, what it says is that there were numerous adjustments that were needed to properly report the financial statements and in an effort from the unaudited submission that was created to the audited

submission that we completed. And I wanted to speak to that quickly. Sean mentioned in the timeline that we were delayed and the unaudited submission that was due for the 2023 audit was actually due before the 2021 audit was even completed. So, you're 2 years behind. So, you're coming to submit numbers that are being adjusted, and you're just still playing this game of catch-up. So we're again very optimistic moving into the 2024 audit. That audit, that unaudited submission is due February of 2025. All of the audit adjustments will be made, all of the information will get in and we're going to be starting out of a better place.

The Uniform Guidance Report speaks to the compliance and the opinions that we issue over your major programs. Your major programs this year is you're MTW program because of the size of that program that will most likely always be a major program for the agency. We also have your housing voucher cluster program as major as well as your Section 8 project-based cluster program and the issued. We issued a qualified opinion on all three of those programs, and what a qualified opinion says is that except for the noncompliance that we describe, the agency did comply in all material respects with the requirements that were deemed to be direct and material. And really the significant compliance issue that we ran into was related to the eligibility. We do testing of the eligibility of the tenants and the recertification process that they go through. And we've had numerous issues that we noted in all of those programs.

And as such, because we have a compliance finding, there usually is an internal control finding that follows that because if you're not able to satisfy your compliance requirements, then there's most likely some controls and some policies and procedures that need to be updated as well. This is what that first eligibility finding looks like. Just a little bit of knowledge for everyone, you're MTW program combined your voucher program and your public housing program so we did separate out our results within this funding. You can see that the Section 8 testing that we did are all of the discrepancies that we noted. So 35 of the files did not have an annual recertification that was performed during the year. So that recertification is needing to be done in every 12 months. That's obviously a very significant item. The other items include, you know, forms not being signed that needed to be signed, not having an inspection done, not having all of the proper documentation and the files and documenting items related to income calculations.

Chairman. 35 files out of how many total number?

Berman. Our sample size is 44 is what we would have originally picked. We probably would have not tested all 44 once we you know had that we so we might have just stopped at the 35.

Commissioner Smith. When noncompliance is found in an audit and noted, do you go back and see if those compliances cleared in the following year when you do audits?

Berman. yes Sir. Yeah, that's a part of our requirement as an auditor. Even if this program wasn't deemed to be a major program next year, which it would be, because of the size, we have to know if that previous finding was cleared or not cleared.

Carter. Can you tell me the percentage of material noncompliance in relation to the 18,000 in 2100 tenants? I don't understand well our sample size is it?

Berman. Well, our sample size is 40.

Commissioner Carter. Out of 40 clients and you found 35 deficiencies?

Berman. Yes, Sir.

Berman. Under the Moving to Work program, we did test public housing files as well. Again, we would have started with a sample of 40. Of that sample, we had a variety of different errors that we noted. 14 didn't

contain the flat rent option form. 10 files did not have proper documentation for the income that was being reported. 7 files didn't have annual recertifications completed. Some other forms weren't signed.

And then we also did test your housing voucher cluster. So housing voucher cluster includes override of different programs. Some of those moved over into MTW, but some of the mainstream vouchers, emergency housing vouchers, those are still reported under the housing voucher cluster. So that was also a major program this year. Unfortunately, we saw similar issues because of the controlled environment and the concerns that we had over the control environment, the sample that we tested was much smaller. So, in Mainstream, we started with just a sample of five, and unfortunately, all five of those files did not have proper documentation for the determination of eligibility. Similar in the emergency housing voucher cluster terms their program, we again started the sample of five and four of those files didn't have the proper eligibility requirements.

Lastly, on eligibility, you're Section 8 project-based cluster, we started with a smaller sample on this, 20 tenant files were tested. Nine of those didn't have annual recertifications. Some files didn't have proper forms that needed to be signed or hadn't had a recertification performed in the past 12 months.

And then there was one other finding that wasn't related to eligibility. When you have a finding, there are 3 levels; there's material weakness, material noncompliance, significant deficiency, and then other matters. So, when we're dealing with compliance, it's either it is, or it isn't. We have to report everything that didn't meet the requirements. So, in the MTW program, part of the testing that we do is waiting list, vouchers that are given and how those people are pulled from the waiting list. Unfortunately, the agency wasn't able to provide us with documentation to support one of the applicants that was pulled from the waiting list. So again, it's a sample of 40 and only one, but we still have to report that one.

I do want to say that, as an agency and, again mentioned this kind of working yourself out of that backlog. We've, we've worked with agencies that have been under receivership and, have been in difficult positions, it takes time to work yourself out of that. I think you have to understand as an agency and unfortunately that's not going to happen overnight. Especially when you're talking about compliance issues, when we're coming in and doing compliance testing, a whole year of compliance is already done. So if there's an issue or a problem, it's going to take some more time to work yourself out of it.

Cynthia. So essentially you could expect to see similar findings for 2024?

Berman. Unfortunately, I think so. Hopefully the numbers are a little bit better and I know there's been a lot of turnover for all agencies, especially at that recertification level and the people that are, you know, doing a lot of that work. We did not start this audit until the middle of 2023 so some of these issues, the company may not have been aware of.

Commissioner Carter. Is it base employee or middle management issues?

Berman. I don't know that I can speak to the specifics of that. I mean, I think it's a little bit more global than that. And, obviously, the employees that are handling the recertifications, we want to make sure that they have a good understanding and a desktop procedure, but then we also want to make sure that there's a good review process that's happening. It's probably not realistic for that review process to be 100%, but it is a good process for what the quality control review looks like so that the director or manager can identify it. I think we need some additional training in this area or maybe this isn't this person isn't the best fit for this job.

So that was a lot of information that I went over. Your financial statements are very lengthy. I wanted to point you really to just one page in your financial statement that is referred to as the summary of the schedule of findings and question costs. That's what you'll see on the right-hand side. That's on page 72 and it really gives the synopsis. The blue highlights are a little hard to read but it tells you the types of reports that were issued, the major programs that we selected and the findings that we've had with those.

Cynthia. And the ideal of opinion would be an unqualified opinion, is that correct?

Berman. Yes, ma'am. An unmodified opinion is what we would refer to as a clean opinion.

Cynthia. Those in blue are qualified?

Berman. Yes.

Berman. This is your schedule of expenditures of federal awards really just presenting this because MTW is newer to the agency. So you can see that you know \$230 million of your federal awards are coming through that MTW program. Still a very large voucher program with your mainstream and your emergency vouchers. Public housing still a large program, although you guys are going through, you know, various RAD conversions and whatnot. You do have a big makeup of programs. A lot of agencies have two or three and you guys are really, you know, utilizing a lot to diversify.

A couple of other required communication that we have as auditors are required to go over with you as Board members that we haven't already touched on. Significant accounting policies are listed on A of your financial statements. A couple of things I wanted to point out here. In the 2023 audit, there was a new standard that was implemented. It's for subscription-based software arrangements, essentially adding an asset as well as a liability for any long-term software contracts that you have. And then looking forward to fiscal year 2024, there is a compensated absences standard that's being implemented. We don't anticipate that having too significant of an impact on the agency, but just something that might impact some comparability. We didn't have any disagreements with management it, it was a difficult audit and, getting moving through that together and, getting caught up on what's a challenge. You know, obviously for the staff here is working very hard as well as our team, but everyone that we've been working with was helpful and, and forthcoming. They weren't hindering our audit process in any way. When you're asking about data that's two and three years old, it's a challenge to get updated information.

There are some estimates that are built into your financial statements. An allowance for receivables, the useful life of your fixed assets, as well as the current portion of the compensated absences. The important thing to note, there weren't any changes in how these estimates were developed by the team. So just some highlights. As we mentioned, we did issue a disclaimer of opinion for that first audited submission. Overall, there was a cash decrease of about \$16 million; however, there was a large increase in your net position of \$23 million. New implementation of that software arrangement that I mentioned, your federal funds are \$265 million. Keep in mind these balances are as of 2023, and your net capital assets were up \$34 million, and that's really what's driving a lot of that increase in the net.

Moving into the recommendations and planning for the future, I think it's important to note that everyone that we work with is really dedicated to improving the process and we've had a lot of conversations and will continue to have conversations about what, do they need to do? What do we need to do? How do we make this process more efficient? How do we make the reporting more timely and more accurate and, those things so. Some items I wanted to point out for recommendations. There's a very significant software implementation that the agency is going through that doesn't come without its own challenges. Of course, any software implementation does, but I am optimistic for the reporting and other information that the team's going to be able to get out of that. It's always important anytime you have a software

implementation to make sure you revisit your policies and procedures. This software is taking you into the next stage of the agency and understanding that what is the most efficient way to do things and are we making sure we have good internal controls, good segregation of duties, those types of things.

The other thing that I think is really important for agencies like yours that have a lot of development and a lot of activity that's going on, there are various entities that are coming in and rolling off depending on development activity, conversion activity. So it's really important for all departments to be speaking to each other. So, development, asset management, finance, everybody needs to be aware of what the other is doing and, and the information that they need in order to make sure that there's good oversight, proper accounting of those entities, proper reporting of those entities. There are a variety of ways that you could do this as an agency. I think, you know, making sure that everyone that needs to have access to organizational charts and documents and agreements and summaries. I know a lot of this is already in the works by the teams, but that's just going to be critical to help aid in proper financial reporting.

Another item is internal reviews, so from a purely like finance position, you know, like having one person that's preparing the documentation, the reconciliation, whatever it may be, and then being able to have another person that's reviewing it, second set of eyes, understanding the data that's being reported, making sure it's accurate. All of that is going to lead to timelier, more accurate financial clothes as well as your FDS submission which is really the start of the financial years reporting.

Another thing I think is always a good idea is to make sure there's clarification between the board and the executive team and what type of financial information the board wants to see monthly and understand the needs. I've seen too many instances where a finance team member is spending hours making reports for a board, and it's something that a board member 10 years ago wanted, and they just kept doing it, and maybe it's something that's not even being utilized. I'm just making sure that there's a conversation around what you guys as board members want and what the team can provide you guys to help clarify those items. And then this is another one that I know is already in progress. Analyzing your accounting department structure, what is the ideal structure of the accounting department? What's the ideal segregation of duties and responsibilities? And then where are your staffing needs? Are all of those positions filled? Are there training that needs that need to happen, those types of things.

And then lastly, the plan for the future, just really to help prioritize some of those items that I talked about. The timeliness and the internal reviews are really high on that list of what I would think would be key areas for the teams to focus on. And then next would be that detailed organizational chart tracking of all of these PFC entities and instrumentalities and affiliates. Just because it's so impactful to the agency's financial reporting. All of those agreements are different. All of those deals are different. They can all be structured differently and have different pieces that need to be picked up. A lot of these we already talked about. I think now that we're starting the 2024 audit; we've all been playing catch up; the agencies have been playing catch up with the auditors have been playing catch up. So understand getting our audit entries to the team and the team understanding the entries that we made, getting their documentation updated. It is going to be very important proactiveness for the implementation of new accounting standards, and in fiscal year 2026, there's a pretty significant accounting standard that's going to get implemented that seems far away, but it comes quickly, and it is pretty impactful. And then once you're able to get some of these items which are maybe a little bit more foundational, being able to set up the agency to maximize on opportunities. Obviously, there's a lot of development and deals happening already, but some cash and debt management policies and maybe KPI's and understanding how do we want to leverage ourselves as an agency? How do we want to utilize funds? You know, versus financing those types of things.

Chairman. Thank you very, very much. Will you make the slide deck available to the board?

Chairman. On behalf of all of us, thank you. For the record, we tried to get them to come once before and they got caught in the hurricane. So, between the hurricane and fog, we finally got them here, and I do want to thank Cynthia for working with me, too for you all to come. I think that it, behooves the agency that you all participate in either virtually or come here more frequently as we get into 2024. I think this has been very valuable, and I know as we learn more from you all, we will have more questions. You are our partners, and we have a lot to fix and, unfortunately, not a lot of time to do it because 2026 will be here faster than we can say.

Berman. I definitely will, and, again, I think whether it's optimism, I choose to think it's optimism. I think it's really important when I've worked with agencies that are in similar situations to just look forward and, we're getting this behind us. We're wrapping up these late audits we're. We are on the right track and what do we as agency need to do to move forward? Those are the conversations we've had with the team they're on board. So again, we're going to start off this next audit period on the best foot that we have in the last four years and that's exciting. For us, and I know it's exciting for your team as well.

Commissioner Aceves-Lewis. So first, thank you for flying out. I'm sorry for the redirection, but we're glad that you made it. This is a nice treat, especially just to be transparent for the public to see what's going on and also to see that there are some great recommendations that are being made, and I'm very encouraged to hear that the staff is very dedicated to the process. So I want to thank you for that. Who is your primary contact at HHA?

Berman. I think most of our communications have Khadija Darr, Mike Rogers and Huy Nguyen. I think between the three of them, you know, staying up to date and being able to cover for others and company.

Commissioner Aceves-Lewis. I'd love the list of recommendations. And so I guess what my petition of this staff is, I would love to see where we are just for the board to receive an update. Where are we on those recommendations? If we get stuck somewhere, let's talk about it. But I would like that to be reported on.

Berman. Yes, we can do that

Commissioner Aceves-Lewis. The adjustments that were proposed for previous years, did you check to make sure that they were made?

Berman. Yes, for all those years, yes, all of them have been made. Again, that was one of the challenges that I know we're all happy we're not going to have this year is because we were submissions were needing to be done and audits weren't finished yet. There was a lot of back and forth to get those balances cleared up.

Commissioner Aceves-Lewis. If we go forward now, what could we do to reduce your time and fees for this next year?

Berman. The number one item going to be having that internal review of the financial reporting, the information that's provided to us. If there was one thing I would have you guys focus on, it would be that, because that's you're going to answer a lot of our questions already. You're internal team is going to look at stuff and you know, question their teammate, get some clarification, get some support, then you're going to provide it to us and you're already going to have all of a lot of those answers addressed already.

Commissioner Aceves-Lewis. And so lastly, so just going forward again. Are we thinking that we're regarding the fiscal year 2024 audited financial statements? You would probably start that in March or April. Maybe have something in the summer?

Berman. That will be a little optimistic with the software conversion.

Chairman. We're obligated to have it submitted to HUD by 9/30.

Commissioner Aceves-Lewis. I like the idea of having the results earlier.

Berman. I haven't really talked about this with the team, but the compliance testing can be done January 1st. We can start most of the compliance testing. There's some reporting that the team has to complete, you know, within 60 days. So oftentimes with the agencies we can get started on the compliance testing sooner and we can get those results out and have that wrapped up.

Cynthia. How long will that take?

Berman. you have a lot of testing, a lot of programs I, I would say if we were to be able to start that, let's just say in March, because there is some reporting that the team has 60 days or so to, to get completed. If we were to start that in March, you know, I would say over the summer, we would be able to have our testing wrapped up.

Chairman. Thanks. Thank you. Why don't we put this on the agenda for an update in January just to let's do an internal review discussion each month, so we can have an idea going forward in the new year of how we're doing. Thank you all very, very much.

VIII. NEW BUSINESS

a. **Resolution No. 3842: Consideration and/or take action to authorize the Interim President & CEO or designee to adopt 2025 Public Housing Flat Rents & Tax Credit Capped Rents.**

PRESENTED BY: Shona Smith-Ombogo, Assistant Director of Asset Management.

The FY20 15 appropriations amended the 2014 Act to require that the rents be set at the list less than the lower 80% of the applicable fair market rental of such other applicable fair market rental established by HUD. Such a small area has fair market rates; as of October 2024, the FY2025 FMRs increased throughout the Houston area, which triggers a requirement to revise the upward median of the public housing. That means the established flat rent ensures families' rent recalculations do not exceed 80% of the Fair market rental threshold. HUD requires PHA to allow families residing in public housing a choice of rent annually. The choice of the rent is based on either the family's income or is a flat rate amount generally based on 80% of the fair market rents for the PHA jurisdictions as determined by HUD. PHA's are required to provide families and choice of rent at the cost at the onset of occupancy and at their reexamination. PHA's must determine that flat rents annually. HHA uses the small area flat rent due to the differences in the marketing areas throughout our city. For a family that chooses the flat rent option, the PHA must conduct a reexamination of the family income and composition at least once every three years. The annual reexaminations between the three-year flat rate examination will be only to confirm a family's composition. At the three-year reexamination, if every family's income exceeds the program income limits, the PHA will implement protocols for over-income families. At this time the Houston Housing Authority has 47 families that are at the flat rate throughout our twelve properties. We provided a difference in change from last year to this year.

Chairman. Thank you very, very much. Would you please see that this document gets inserted, as a matter of record, because this came late to us this afternoon so it is different from the document that's in our board book.

On motion by Commissioner Li and seconded by Commissioner Ballard.

Commissioner Carter. What happens to the people who live there who can't pay the 20%?

Shona. It is for the families that are over income. With public housing, when you're over income, if they are over income, we do not kick you out. It is based on your income and you can go by the income and we can do the calculation or the flat rent. Usually the rate is less, so most families take the choice of doing the flat rent, rather than income.

Commissioner Aceves-Lewis. So there is one, one-bedroom in Cunev Homes. In 2024, it was \$840, and it's going up to \$1,008, correct? So, what does that mean?

Shona. They will pay that additional amount because their income will allow them to pay more, but they will most likely take the option to pay the flat rent versus the percent of what their income is.

Chairman called for a vote. The Board unanimously approved Resolution No. 3842.

b. Resolution No. 3843: Consideration and/or take action to authorize the Interim President & CEO or designee to approve the 2025 Operating Budget.

PRESENTED BY: Mike Rogers, Vice President of Fiscal & Business Operations

Chairman. If I could make your job a little bit easier, let me just make this comment. The board has really not had a chance to really look into the depth of this budget as I shared with you last Friday night on the phone. And it was the intent of this, of the previous president, that this board would get away for a day, and we would spend time talking about the 2025 budget, and clearly, I don't feel like we did that. However, having said all that, at the risk of funding from HUD, we're going to approve this budget. I want to be really clear here. My approval is contingent upon the fact that this budget is made very clear in the minutes that we will amend this budget, we will continue to work at this budget, and we will have far more conversations in 2025 about the details of this budget.

Mike: We have no problem with any of that. In fact, one of the things I always mention when I do the budget presentation is that it is a tool based on the estimate that we made right now with the information that we have and we're more than willing at any point in time to have the new discussion at any level of detail that you want.

Chairman. I appreciate that. I think it would be it would be really beneficial if, between now and our January meeting, a synopsis, if you will, or a memo could be prepared to talk about, how the budget process works. We just want to understand how the numbers get to where they get to, and I think if we do it once, for those of us who continue to be part of this process along, to get easier but clearly that is my hope and my wish

On motion by Commissioner Carter and seconded by Commissioner Ballard.

Commissioner Aceves-Lewis. So I just agree with you, Jody that it would be helpful to have that process documented and where we can actually look at it and read it. But we did discuss it. There's a lot to learn. And I think one of the things that we had discussed which I'll share with the rest of the board, is I just noticed that I well, I think we were able to determine that maybe the way the budget was created last year was not at full utilization like it is for fiscal year 2025. Therefore, there were there were more significant jumps in the amounts that were estimated and so one of the items that we discussed that Mike is more than willing to do is let the in addition to the process being disclosed in January, let's get a quarterly update to see where are we, what is that novation rate, attrition rate so that we can perhaps that adjust these numbers, is that correct? Yeah, OK.

Chairman. I'll add to that, there is an \$8 million allocation and I'd like to know where that \$8 million is going in 2025. Thank you.

The Board unanimously approved Resolution No. 3843.

- c. **Resolution No. 3844: Consideration and/or take action to authorize the Interim President & CEO or designee to update current Houston Housing Authority Housing Choice Voucher Program utility allowances for electricity, natural gas, water, and sewer with current rates and charges for each utility provider as required by HUD regulations at [24 CFR 982.517 Utility Allowance Schedule] effective January 1, 2025.**

PRESENTED BY: Kenny Coles, Vice President of Voucher Operations

On motion by Commissioner Carter and seconded by Commissioner Li. The Board unanimously approved Resolution No. 3844.

IX. EXECUTIVE SESSION

Chairman Proler suspended the Public Session on Tuesday, December 17, 2024, at 4:02 p.m. to convene an 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.

Chairman. Let the minutes reflect that Commissioners Lewis and Smith are here in the building but we're going to go ahead and proceed.

X. RECONVENE PUBLIC SESSION

Chairman Proler reconvened the Public Session at 5:17 p.m. to take action on Executive Session agenda items.

- d. **Resolution No. 3845: Consideration and/or take action to authorize the Interim President & CEO or designee to execute a Memorandum of Understanding with NHP Foundation for the Trinity East Village Senior, a Choice Neighborhood Replacement Housing Project for Cuney Homes residents.**

On motion by Commissioner Li and seconded by Commissioner Smith. The Board unanimously approved Resolution No. 3845.

- e. **Resolution No. 3846: Consideration and/or take action to authorize the Houston Housing Authority to execute a Memorandum of Understanding with Aces Development, Inc., or an affiliate thereof, for the construction of Thrive Almeda at Fuqua, an apartment community to be located at or about 13408 Almeda Road, Houston, Texas 77053.**

On motion by Commissioner Smith and seconded by Commissioner Li. The Board unanimously approved Resolution No. 3846.

Chairman. Regarding all of the approvals that will be done today, because this is very important. For this project. This project, if the City Council approves it, we'll have 5 units. That will be held at 30% of the area median income. This will be the first project this authority has approved that has new construction at within a PFC with 5 units. But also want to share that everyone in the additional 4 projects that are going to be approved, each of those units will have each of those projects will have 5 units dedicated at 30% AMI. I think

the board joins me in congratulating the REID team, specifically David Cukierman and Jay Mason, who worked very hard to negotiate to provide deeper affordability, which is what this agency is passed with. So thank you all.

- f. Resolution No. 3847: Consideration and/or take action to authorize Houston Housing Authority's re-finance of the Cypresswood Apartments, located at 708 E. Cypresswood Dr., Spring, Texas 77373.**

On motion by Commissioner Smith and seconded by Commissioner Ballard. The Board unanimously approved Resolution No. 3847.

- g. Resolution No. 3848: Consideration and/or take action to authorize Houston Housing Authority's re-finance of the Standard in the Heights Apartments, located at 609 Waverly St., Houston TX 77007.**

On motion by Commissioner Li and seconded by Commissioner Smith. The Board unanimously approved Resolution No. 3848.

- h. Resolution No. 3849: Consideration and/or take action to authorize the update of the previously approved lender in Resolution No. 3818 for the Henry at Deerbrook transaction.**

On motion by Commissioner Li and seconded by Commissioner Kirkendoll. The Board unanimously approved Resolution No. 3849.

- i. Resolution No. 3850: Consideration and/or take action to authorize the update of the previously approved loan amount in Resolution No. 3802 for the Henry at Jones Road transaction.**

Chairman. Just to clarify, this is a change in the amount of the loan as a result of an interest rate movement in the financing transaction.

On motion by Commissioner Carter and seconded by Commissioner Li. The Board unanimously approved Resolution No. 3850.

- j. Resolution No. 3851: Consideration and/or take action to authorize the Houston Housing Authority to facilitate the acquisition of Cortland Vizcaya located at 18108 South Park View Drive, Houston, Texas 77084, and the execution of all required documents therefor.**

- k. Resolution No. 3852: Consideration and/or take action to authorize the Houston Housing Authority to facilitate the acquisition of Estates at Hollister located at 7740 W Little York St., Houston, Texas 77040, and the execution of all required documents therefor.**

- l. Resolution No. 3853: Consideration and/or take action to authorize the Houston Housing Authority to facilitate the acquisition of Lincoln Heights located at 700 W Cavalcade St., Houston, Texas 77009, and the execution of all required documents therefor.**

- m. Resolution No. 3854: Consideration and/or take action to authorize the Houston Housing Authority to facilitate the acquisition of that certain parcel of land located at or about 1100 Blackhaw St., Houston, Texas 77079, the construction and development of a 352-unit residential apartment development to be known as Ariza Park Row thereupon, and the execution of all required documents therefor.**

- n. Resolution No. 3855: Consideration and/or take action to authorize the Houston Housing Authority to facilitate the acquisition of Avaya Kingwood located at 25710 TX-494 Loop, Kingwood, Texas 77339, and the execution of all required documents therefor.**

Chairman Proler asked for a motion to vote on Resolution Nos. 3851, 3852, 3853, 3854, and 3855 in seriatim.

Commissioner Carter motioned. Commissioner Ballard seconded the motion.

Chairman Proler asked for a motion to adopt Resolution Nos. 3851, 3852, 3853, 3854, and 3855.

Commissioner Carter motioned, and Commissioner Kirkendoll seconded.

Chairman Proler asked if there was any discussion or objection to adopting Resolution Nos. 3851, 3852, 3853, 3854, and 3855. Having none, the President called for a vote. All voted in favor, so Resolution Nos. 3851, 3852, 3853, 3854, and 3855 are adopted.

XI. ADJOURNMENT

Chairman Proler this concludes the items on today's agenda and asked for a motion to adjourn.

On motion by Commissioner Smith and seconded by Commissioner Carter.

Chairman Proler declared the meeting adjourned at 5:24 p.m.



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**RESPONSES TO COMMENTS RECEIVED AT THE TUESDAY, DECEMBER 17, 2024
BOARD OF COMMISSIONER MEETING**

A Meeting of the Board of Commissioners (“Board”) of the Houston Housing Authority (“HHA”) was held on Tuesday, December 17, 2024, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057.

The Board received comments during the public comment period; HHA’s responses to each comment are detailed below:

C = Comments Received
R= HHA Response

PUBLIC COMMENTS

C = Calvin Kelvin: I'm glad that I'm able to speak to you today. I've been coming here since last year and attempting to speak, and was blocked for whatever reason. As you said we are going through a trying time. These are the holidays but I want to stay positive. I don't believe in making countless attacks, and one's integrity behind their backs, so I prefer to speak to a person's face. I believe that the mayor has finally gotten the right. I am the person who whistle-blew and brought all the comments and kept coming here and talking about Mr. Northern and Mr. Barnes and other people and kickbacks and other things that have and have recordings of the videos, and no one wanted to hear, but I think somebody found me, heard me, and maybe they too secretly moved and did something so that we could get something going. Section 55.1704 of the Texas Government Code allows me to speak, but in the past, I was shut down by your current Interim President and CEO, Ms. Hovell-Cox. Ms. Hovell-Cox, at every point, has tried to stop me and cut me off from actually getting my message out and telling the truth about what Mr. Northern was doing and how he was running this place as if it were the Chicago mob. I actually was given the contract verbally by Mr. Marquis Barnes, whose daughter also works here and who also was brought in by Mr. Northern from Chicago, and introduced me to a gentleman, I'm sure you're standing on the news, who owned the fashion clothing line and I thought was in construction. He put his business in my name and said that I gave him permission to do it. All of this has been investigated. I have personally turned this in to the feds because Mr. Northern tried to get me to become a contractor, trying to give me to give him kickbacks that I refused to do. On September 18 I sent an email to Austin Cross, the procurement manager, and e-mail informing him that there was a problem with the egress and that people would not be able to go and come and that all work needed to be stopped. I also informed Mr. Crotts and told him I didn't want this to become a thing, but I was whistle-blowing to him about the fact that he was providing material; there were three times less the cost of what they were supposed to be. They weren't providing what they were supposed to be liable for their contractors, for the cost of their kickbacks going on that Mr. Marquis has told me about. I have my phone records with me, the number of times Mr. Barnes and Mr. Northern and I talked. I'm not hiding anything. Mr. Alton Jones, who's one of my friends, once told me that the truth doesn't have a lot of stuff but a lie does. So I know it's a little long-winded, but again, if we go back to my proposal, in my e-mail from September 18th, you will see the proposal that I submitted to talk about the egress. This is the very same proposal that Mr. Northern put in place, and they used it as their scheme. I will yield and I thank you for your time.



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REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to authorize the Interim President & CEO or authorized representative of the Houston Housing Authority to execute and Enter into Insurance Contracts for the 2025 Policy Year with Texas Municipal League Intergovernmental Risk Pool.

2. Date of Board Meeting: February 4, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to execute insurance contracts for the 2025 policy year with the Texas Municipal League Intergovernmental Risk Pool with a total premium paid not to exceed \$1,500,000 pursuant to the memorandum dated January 14, 2025, from Michael Rogers, Vice President of Fiscal and Business Operations to Jennine Hovell-Cox, Interim President and CEO.

4. Department Head Approval Signature Michael D. Rogers Date: _____
Michael D. Rogers
Michael D. Rogers (Jan 27, 2025 08:27 CST)

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

Funds Budgeted and Available Yes No Source: 2025 Operating Budget

VP of FO Approval Signature Michael D. Rogers Date: _____
Michael D. Rogers
Michael D. Rogers (Jan 27, 2025 08:27 CST) Account # _____

6. Approval of Interim President & CEO Signature Jennine Hovell-Cox Date: _____
Jennine Hovell-Cox
Jennine Hovell-Cox (Jan 27, 2025 09:56 CST)



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: JENNINE HOVELL-COX, INTERIM PRESIDENT & CEO
FROM: MICHAEL ROGERS, VICE PRESIDENT OF FISCAL AND BUSINESS OPERATIONS
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR AUTHORIZED REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY TO EXECUTE AND ENTER INTO INSURANCE CONTRACTS FOR THE 2025 POLICY YEAR WITH TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL.
DATE: JANUARY 14, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to enter into a contract to provide certain insurance coverages with the Texas Municipal Intergovernmental risk pool for the 2025 policy year.

BACKGROUND:

The Texas Municipal League Intergovernmental Pool (TML) is a leading provider of worker's compensation, liability and property coverage for local governments in Texas. Founded in 1974 TML is the oldest and largest pool of its type in the United States. Currently, the TML pool insures over 2800 governments and political subdivisions as members. TML has been providing coverage to the Houston Housing Authority for several years. TML is the current provider of our property and liability insurance for all of Housing Authority owned public housing properties. TML also provides our agency errors & omissions insurance, our fleet automobile insurance, our crime policy, and our worker's compensation policy.

The preliminary billing for the policy year 2025 is \$1,474,109. This preliminary billing represents an increase of 24.16% (\$286,889.64) over the 2024 total premium. This is a significant increase in overall premiums the majority of which is attributed to the increase in Real & Personal property coverage. Insurance rates have been rising in Texas over the past several years and this trend has continued in the current year. Some of this increase can be attributed to recent significant claims events that occurred in Texas that do not necessarily have to include Houston Housing Authority claims. This coverage is provided through an intergovernmental risk pool so we may be subject to premium increases even if our most recent claims history may have been low. One of the factors contributing to the premium increase is the increasing cost of construction materials and labor costs. These types of across-the-board price increases cause the replacement costs in the event of a claim to rise. We received notification from TML that for the 2025 policy period, Housing Authority properties would be assessed a 15% additional pricing increase to offset losses within this subcategory of properties covered. Even with this premium price increase the per unit equivalent rate for this segment of our overall portfolio is still lower than what we are having to pay for other properties. The average per-unit cost for the 1928 units covered by this policy is approximately \$600 per unit.

During the first quarter of 2025, there will be a worker's compensation audit by TML which will modify the amount we are currently being billed. Historically these adjustments have not been significant and are not expected to be any different when the next audit occurs.

In years past we have always added a small buffer to the preliminary billing to allow there to be small changes to the policy should there be changes in the scope of the coverages provided during the year. We are recommending this practice be continued for the following year by adding an approximate 1.76% buffer to the preliminary billing. This will bring the total authorized expenditure with TML for the 2025 policy year to a not to exceed limit of \$1,500,000.

During 2025 we anticipate there may be some downward adjustments made to the current policy. These downward adjustments will come from the disposition of the Forest Green property. If the disposition of this property occurs this year then we will remove these units from the policy. At the current time, we do not know exactly when this will take place so no consideration was provided for these reductions in the not to exceed amount requested via this resolution.

A recap of the recent billing history from 2022 to 2025 follows:

HOUSTON HOUSING AUTHORITY TEXAS MUNICIPAL LEAGUE POLICY COST HISTORY	<u>2022</u> ACTUAL	<u>2023</u> ACTUAL	<u>2024</u> ACTUAL	<u>2025</u> ESTIMATE
AUTOMOBILE LIABILITY	7,820.00	7,347.00	16,980.00	14,976.00
ERRORS AND OMISSIONS	35,606.00	34,150.00	37,129.00	33,777.00
GENERAL LIABILITY	18,198.00	17,424.00	18,982.00	17,229.00
CYBER LIABILITY	53.32	87.25	483.36	1,875.00
CRIME POLICY	5,212.00	5,212.00	5,212.00	5,212.00
LAW ENFORCEMENT	849.00	808.00	987.00	964.00
TOTAL LIABILITY PREMIUM	67,738.32	65,028.25	79,773.36	74,033.00
AUTO PHYSICAL DAMAGE	1,904.00	1,975.00	6,241.00	6,169.00
MOBILE EQUIPMENT	840.00	877.00	877.00	877.00
REAL & PERSONAL PROPERTY	513,413.00	708,377.00	904,195.00	1,165,390.00
REAL & PERSONAL PROPERTY -2640/2650	61,656.00	84,332.00	120,539.00	155,395.00
PROPERTY CHANGE - CLAYTON TXDOT SALE	0.00	0.00	0.00	0.00
PROPERTY CHANGE -TELEPHONE ROAD -BILL CREDIT	0.00	0.00	0.00	0.00
TOTAL PROPERTY PREMIUM	577,813.00	795,561.00	1,031,852.00	1,327,831.00
TOTAL WORKERS COMPENSATION PREMIUM	65,754.00	89,410.00	75,594.00	72,245.00
TOTAL PREMIUM	711,305.32	949,999.25	1,187,219.36	1,474,109.00
PERCENTAGE CHANGE - FROM PRIOR YEAR	22.91%	33.56%	24.97%	24.16%

Of note, there was a property equity return in 2015 along with a liability equity return in 2016. Our participation in this pool provides us the opportunity to receive premium credits for these types of items when pool performance allows for them. This issue is periodically reviewed by the TML board. No such return of equity is expected for the current year.

TML has responded very quickly to any claim we have filed with them. We have not had any complaints with them as far as their handling of our claims.

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 2025 policy year with the Texas Municipal League Intergovernmental Risk Pool with a total premium paid not to exceed \$1,500,000 pursuant to the memorandum dated January 14, 2025, from Michael Rogers, Vice President of Fiscal and Business Operations to Jennine Hovell-Cox, Interim 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 Interim President & CEO or designee to live stream board meetings.

2. Date of Board Meeting: February 4, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the livestreaming of board meetings pursuant to the memorandum from Roy A. Spivey, Director of Information Technology, dated January 06, 2025, to Jennine Hovell-Cox, Interim President & CEO.

4. Department Head Approval Signature 
Roy Spivey (Jan 27, 2025 12:27 CST) Date: _____

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 (Jan 27, 2025 08:27 CST) Date: _____

6. Approval of Interim President & CEO

Signature 
Jennine Hovell-Cox (Jan 27, 2025 09:56 CST) Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: JENNINE HOVELL-COX, INTERIM PRESIDENT & CEO
FROM: ROY A. SPIVEY, PMP, DIRECTOR OF INFORMATION TECHNOLOGY
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO LIVE STREAM BOARD MEETINGS
DATE: JANUARY 06, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the livestreaming of board meetings.

BACKGROUND:

In the past, we have had board meetings on site, except during COVID, with limited viewership by those who were able to attend the physical board meeting.

With current information technology equipment, we are capable of livestreaming current events and/or board meetings. We are able to utilize this livestream on current social media platforms such as Facebook, YouTube, and other popular venues. We have tested this equipment and can now move forward with utilizing this technology to enable our clients, stakeholders, and other viewers to dynamically view live board meetings on selected platforms.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the livestreaming of board meetings pursuant to the memorandum from Roy A. Spivey, Director of Information Technology, dated January 06, 2025, to Jennine Hovell-Cox, Interim 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 Houston Housing Authority to take such actions necessary or convenient to terminate the Memorandum of Understanding with Columbia Independence Heights, LLC and proceed with procurement of a developer for the development of Independence Heights II (the "Project"), to take such actions necessary or convenient to facilitate the development of the Project, and the execution of all required documents therefor.

2. Date of Board Meeting: February 4, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to terminate the Memorandum of Understanding with Columbia Independence Heights, LLC and proceed with procurement of a developer for the development of Independence Heights II (the "Project"), to take such actions necessary or convenient to facilitate the development of the Project, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated January 24, 2025, to Jennine Hovell-Cox, Interim President & CEO.

4. Department Head Approval Signature *Jay Mason*
Jay Mason (Jan 27, 2025 09:14 CST) Date: _____

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*
Michael D. Rogers (Jan 27, 2025 08:27 CST) Date: _____

6. Approval of Interim President & CEO

Signature *Jennine Hovell-Cox*
Jennine Hovell-Cox (Jan 27, 2025 09:56 CST) Date: _____



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: JENNINE HOVELL-COX, INTERIM PRESIDENT & CEO
FROM: JAY MASON, DIRECTOR OF REID
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE HOUSTON HOUSING AUTHORITY TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO TERMINATE THE MEMORANDUM OF UNDERSTANDING WITH COLUMBIA INDEPENDENCE HEIGHTS, LLC AND PROCEED WITH PROCUREMENT OF A DEVELOPER FOR THE DEVELOPMENT OF INDEPENDENCE HEIGHTS II (THE "PROJECT"), TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF THE PROJECT, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
DATE: JANUARY 24, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to terminate the Memorandum of Understanding with Columbia Independence Heights, LLC and proceed with procurement of a developer for the development of Independence Heights II (the "**Project**"), to take such actions necessary or convenient to facilitate the development of the Project, and the execution of all required documents therefor.

BACKGROUND

The Authority entered into a Memorandum of Understanding with Columbia Independence Heights, LLC ("**Columbia**") dated as of December 20, 2023 (the "**MOU**") to set forth the terms of the agreement with Columbia for the development of the Project.

The Authority desires to terminate the MOU with Columbia pursuant to the terms of the MOU.

In accordance with the MOU, the Authority desires to reimburse Columbia for pre-development costs actually incurred of up to \$2,000,000 for architectural, engineering, and other third-party costs in return of an assignment of all work product provided by such third-party vendors such that the work can be utilized by the Authority and a replacement developer.

In connection with the termination of the MOU and the assignment of any third-party contracts, the Authority desires to enter into certain assignments, agreements, instruments and other communications as may be required to by the parties.

The Authority desires to proceed with procurement of a new developer for the development of Project by issuing a Request for Proposal, or such other procurement method required by the Authority.

APPROVALS

The Board of Commissioners of the Authority (the “**Board**”) authorizes the Interim President and Chief Executive Officer of the Authority and/or his/her designee to review, approve and execute all certificates, affidavits, agreements, documents and other writings necessary and/or related to the forgoing matters the Interim President and Chief Executive Officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated.

The Board authorizes that all acts, transactions, or agreements undertaken prior hereto by the Interim President and Chief Executive Officer of the Authority or his/her designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken.

The Board authorizes that the Interim President and Chief Executive Officer is hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Interim President and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President and Chief Executive Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

RECOMMENDATION

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

Resolution: the Houston Housing Authority Board of Commissioners authorizes the Houston Housing Authority (the “**Authority**”) to take such actions necessary or convenient to terminate the Memorandum of Understanding with Columbia Independence Heights, LLC and proceed with procurement of a developer for the development of Independence Heights II (the “**Project**”), to take such actions necessary or convenient to facilitate the development of the Project, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated January 24, 2025, to Jennine Hovell-Cox, Interim President & CEO.

RESOLUTION NO. 3858

RESOLUTION AUTHORIZING THE HOUSTON HOUSING AUTHORITY (THE “AUTHORITY”) TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO TERMINATE THE MEMORANDUM OF UNDERSTANDING WITH COLUMBIA INDEPENDENCE HEIGHTS, LLC AND PROCEED WITH PROCUREMENT OF A DEVELOPER FOR THE DEVELOPMENT OF INDEPENDENCE HEIGHTS II (THE “PROJECT”), TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF THE PROJECT, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.

WHEREAS, the Authority entered into a Memorandum of Understanding with Columbia Independence Heights, LLC (“**Columbia**”) dated as of December 20, 2023 (the “**MOU**”) to set forth the terms of the agreement with Columbia for the development of the Project;

WHEREAS, the Authority desires to terminate the MOU with Columbia pursuant to the terms of the MOU;

WHEREAS, in accordance with the MOU, the Authority desires to reimburse Columbia for pre-development costs actually incurred of up to \$2,000,000 for architectural, engineering, and other third-party costs in return of an assignment of all work product provided by such third-party vendors such that the work can be utilized by the Authority and a replacement developer;

WHEREAS, in connection with the termination of the MOU and the assignment of any third-party contracts, the Authority desires to enter into certain assignments, agreements, instruments and other communications as may be required to by the parties;

WHEREAS, the Authority desires to proceed with procurement of a new developer for the development of Project by issuing a Request for Proposal, or such other procurement method required by the Authority;

NOW, THEREFORE, in connection with the foregoing, the Board of Commissioners hereby adopts the following resolutions:

BE IT RESOLVED, that the Interim President and Chief Executive Officer of the Authority and/or his/her designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings necessary and/or related to the forgoing matters the Interim President and Chief Executive Officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Interim President and Chief Executive Officer of the Authority or his/her designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Interim President and Chief Executive Officer is hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Interim President and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Interim President and Chief Executive Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

This resolution shall be in full force and effect from and upon its adoption.

[Remainder of page intentionally left blank for signature]

PASSED 4th of February, 2025.

CHAIR

ATTEST:

Secretary

INTERIM PRESIDENT AND CEO REPORT FOR MONTH ENDING DECEMBER 31, 2024

I.	Executive Summary	32
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EXECUTIVE SUMMARY

LOW-INCOME PUBLIC HOUSING

The Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 2.5% on December 31, 2024. As of January 1, 2025, rent collection for December was 89.5% of rents billed on an adjusted cash accounting basis.

There are currently 24,542 active applications for the Public Housing Waiting List, which represents a decrease of 2.2% from last month.

Low-Income Public Housing						
	October		November		December	
Vacancy Rate	2.8%		2.9%		2.5%	
Rent Collection	93.5%		75.7%		89.5%	
Unit Turnaround Time (Days)	54		54		22	
Avg. Non-Emergency Work Order Days	1.41		1.13		6.40	
Waiting Lists	Duplicated	Unduplicated	Duplicated	Unduplicated	Duplicated	Unduplicated
	25,089	11,002	25,089	11,002	25,542	10,270

VOUCHER PROGRAM OPERATIONS

During December 2024 the VPO staff completed 935 annual re-examinations. The VPO department also completed 288 interims, 192 change of units (moves), 113 New Admissions and 145 portability move-in transactions.

As of December 31, 2024, 392 families are enrolled in the Family Self Sufficiency (FSS) program; 243 of the 392 (61%) 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 December 31, 2024 was 99%.

Voucher Program Operations			
	October 2024	November 2024	December 2024
Households	19,114	19,108	19,182
ABA Utilization/Unit Utilization	105.1%/95.3%	109.7%/95.9%	106.5%/95.7%
Reporting Rate	100%	99%	99%
Annual Reexaminations Completed	960	1,635	935
HQS Inspections	1,043	*1,063	866
Waitlist	2,270	2,270	2,270

PROPERTY MANAGEMENT SUMMARY

PMC	Vacancy						Unit Turnaround Time (YTD)					
	October		November		December		October		November		December	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	2.9	B	2.9	B	3.4	C	66.7	F	66.7	F	31.5	D
Lynd	0.5	A	0.5	A	1.4	A	41.0	E	41.0	E	0	A
J. Allen	2.9	B	3.2	C	2.2	B	37.6	D	37.6	D	19.1	A

PMC	Emergency Work Orders (Completed within 24 hours)						Routine Work Orders					
	October		November		December		October		November		December	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	82.4	F	100	A	100	A	2.6	A	3.0	A	13.2	A
Lynd	100	A	100	A	100	A	2.0	A	0.0	A	15.4	A
J. Allen	100	A	100	A	100	A	2.2	A	2.5	A	5.5	A

PMC	Rent Collection					
	October		November		December	
	%	Grade	%	Grade	%	Grade
Orion	91.8	E	65.6	F	86.8	F
Lynd	79.4	F	79.2	F	88.5	F
J. Allen	98.3	A	86.0	F	92.1	D

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 2.8%</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 downtime, 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 89.5%</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 uncollected dwelling rents 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 100%</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 6.40 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 100.00%</p> <p>This indicator examines the percentage of units that HHA inspects annually 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>

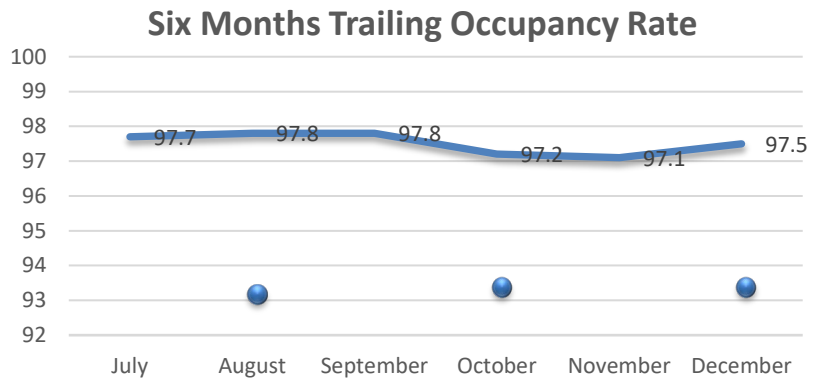
VACANCY RATE AND TURNAROUND DAYS

Low-Income Public Housing Development	PMC	ACC Units	Approved Units		Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnaround Days		Grade
			Offline	Total Available ACC Units							YTD	YTD	
Bellerive	J. Allen	210	0	210	204	6	97.1%	B	822	23	36	D	
Cuney Homes	Orion	553	0	553	537	16 ⁺	97.1%	B	8,021	103	78	F	
Ewing	Orion	40	0	40	39	1	97.5%	B	543	10	54	F	
Irvinton Village	J. Allen	308	0	308	301	7	97.7%	B	2,066	59	35	D	
Kelly Village	J. Allen	270	0	270	262	8	97.0%	B	1,858	56	33	D	
Kennedy Place	Orion	108	0	108	107	1	99.1%	A	555	11	50	E	
Lyerly	J. Allen	199	0	199	192	7	96.5%	C	1,613	31	52	F	
Mixed-Income Developments													
Fulton Village	Lynd	108	0	108	107	1	99.1%	A	0	0	0	A	
Heatherbrook	Lynd	53	0	53	52	1	98.1%	A	0	0	0	A	
Independence Heights	Orion	36	0	36	34	2	94.4%	E	30	1	30	C	
Lincoln Park	Orion	200	0	200	187	13	93.5%	F	0	0	0	A	
Oxford Place	Orion	230	0	230	225	5	97.8%	B	0	0	0	A	
Totals		2315	0	2315	2256	59	97.5%	B	216	10	22	B	

Section 8 New Construction Development	PMC	S8 NC Units	Total Available		Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnaround Days		Grade
			Units Offline	S8 NC Units							YTD	YTD	
Long Drive	Tarantino	100	0	100	98	98	2	98.0%	A	0	0	A	
Totals		100	0	100	98	98	2	98.0%	A	0	0	A	

*YTD Unit turnaround historical data is not available; the chart is reflecting December only.

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



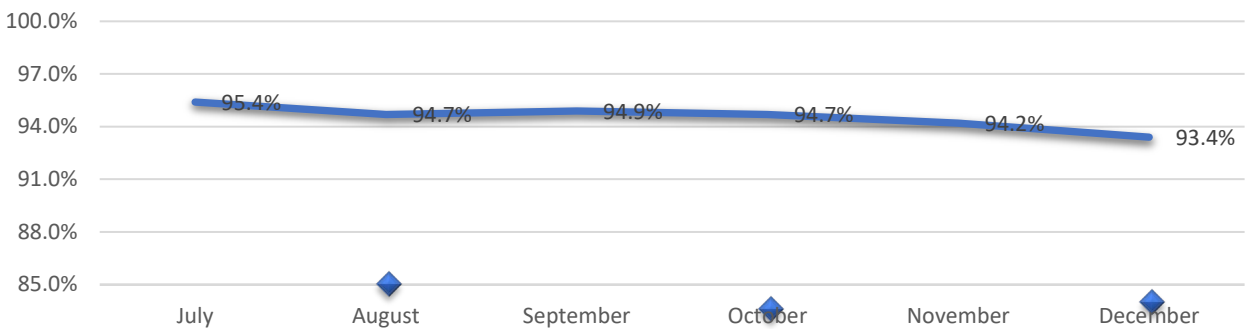
y 1, 2023.

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	52	79.4%
Peninsula Park	Orion	280	0	280	0	12	95.7%
Pinnacle at Wilcrest	Embrey	250	0	250	0	6	97.6%
Uvalde Ranch	Hettig-Kahn	244	0	244	0	27	88.9%
Willow Park	Embrey	260	0	260	0	0	100.0%
Telephone Rd	Tarantino	200	0	200	0	1	99.5%
TOTALS		1,486	0	1,486	0	98	93.4%
RAD-PBV							
Allen Parkway Village	Orion	278	278		0	207	25.5%
Historic Oaks of APV	Orion	222	222		0	222	0.0%
HRI-Victory	Orion	140	140		0	10	92.9%
Sweetwater Point	Lynd	260	0	260	0	23	91.2%
TOTAL		900	640	260	0	462	52.4%

² APV & HOAPV are under going renovation under the RAD Conversion

6 Month Trailing Occupancy Rate

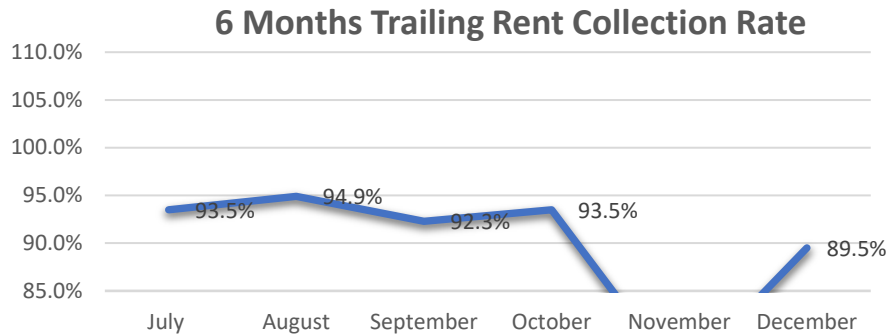


RENT COLLECTION

Low-Income Public Housing Development	PMC	Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Bellerive	J. Allen	\$59,574	\$59,574	100.00%	A	\$723,160	\$717,817	99.26%	A
Cuney Homes	Orion	\$133,646	\$127,516	95.41%	C	\$1,610,397	\$1,452,527	90.20%	E
Ewing	Orion	\$9,730	\$9,730	100.00%	A	\$114,151	\$109,747	96.14%	B
Irvinton Village	J. Allen	\$70,810	\$58,506	82.62%	F	\$863,258	\$809,399	93.76%	D
Kelly Village	J. Allen	\$108,811	\$99,546	91.48%	E	\$835,573	\$773,780	92.60%	D
Kennedy Place	Orion	\$34,646	\$34,646	100.00%	A	\$454,731	\$433,528	95.34%	C
Lyerly	J. Allen	\$60,306	\$58,354	96.76%	B	\$714,479	\$690,301	96.62%	B
Mixed-Income Housing Development									
Fulton Village	Lynd	\$39,715	\$33,490	84.33%	F	\$455,989	\$430,683	94.45%	C
Heatherbrook	Lynd	\$14,593	\$14,593	100.00%	A	\$157,900	\$148,571	94.09%	C
Independence Heights	Orion	\$6,691	\$6,691	100.00%	A	\$64,750	\$55,645	85.94%	F
Lincoln Park	Orion	\$45,515	\$33,409	73.40%	F	\$551,735	\$494,258	89.58%	F
Oxford Place	Orion	\$36,232	\$19,222	53.05%	F	\$402,879	\$337,387	83.74%	F
Totals		\$620,269	\$555,277	89.52%	F	\$6,949,002	\$6,453,641	92.87%	D

Section 8 New Construction Development	PMC	Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$19,151	\$926	4.84%	F	\$267,899	\$241,181	90.03%	E
Totals		\$19,151	\$926	4.84%	F	\$267,899	\$241,181	90.03%	E

PHAS Score	Rent Collection Percentage
A	98 to 100
B	96 to 97.9
C	94 to 95.9
D	92 to 93.9
E	90 to 91.9
F	≤89.9



EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Emergency Work Orders Generated	Emergency W/O Completed within 24 hours	Percentage Completed within 24 hours	Grade
Bellerive	J. Allen	25	25	100.0%	A
Cuney Homes	Orion	25	25	100.0%	A
Ewing	Orion	0	0	N/A	A
Irvinton Village	J. Allen	8	8	100.0%	A
Kelly Village	J. Allen	7	7	100.0%	A
Kennedy Place	Orion	0	0	N/A	A
Lyerly	J. Allen	1	1	100.0%	A
Mixed-Income Housing Development					
Fulton Village	Lynd	1	1	100.0%	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		67	67	100.0%	A

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	

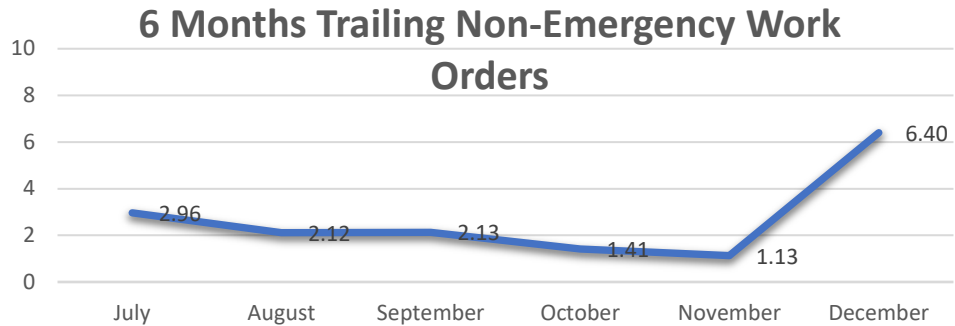
PHAS Score	Avg. W/O Days
A	99 to 100
B	98 to 98.9
C	97 to 97.9
D	96 to 96.9
E	95 to 95.9
F	≤94.9

NON-EMERGENCY WORK ORDERS

Low-Income Public Housing Development	PMC	Work Orders Generated	Average Completion Time (Days)	Grade
Bellerive	J. Allen	2	1.00	A
Cuney Homes	Orion	15	14.67	A
Ewing	Orion	15	14.67	A
Irvinton Village	J. Allen	180	4.22	A
Kelly Village	J. Allen	165	3.09	A
Kennedy Place	Orion	0	0.00	A
Lyerly	J. Allen	106	11.72	A
Mixed-Income Housing Development				
Fulton Village	Lynd	1	1.00	A
Heatherbrook	Lynd	25	16.00	A
Independence Heights	Orion	0	0.00	A
Lincoln Park	Orion	0	0.00	A
Oxford Place	Orion	15	10.40	A
Totals		524	6.40	A

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

PHAS Score	Avg. W/O Days
A	≤24
B	25 to 30
C	31 to 40
D	41 to 50
E	51 to 60
F	≥61



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	553	100.0%	A
Ewing	Orion	40	40	100.0%	A
Irvinton Village	J. Allen	308	308	100.0%	A
Kelly Village	J. Allen	270	270	100.0%	A
Kennedy Place	Orion	108	108	100.0%	A
Lyerly	J. Allen	199	199	100.0%	A
Mixed-Income Housing Development					
Fulton Village	Lynd	108	108	100.0%	A
Heatherbrook	Lynd	53	53	100.0%	A
Independence Heights	Orion	36	36	100.0%	A
Lincoln Park	Orion	200	200	100.0%	A
Oxford Place	Orion	230	230	100.0%	A
Totals		2,315	2,315	100.0%	A

Section 8 New Construction Development	PMC	Inspections Due	Inspections Performed	Percentage Complete	Grade
Long Drive	Tarantino	100	100	100.0%	A
Totals		100	100	100.0%	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 99%</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; 392 families are currently enrolled.</p>	<p>Goal 80%</p>	<p>Actual 109%</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 392 families participating in the FSS program. Out of the 392 families, 243 (61%) of the families are eligible for escrow and currently have an FSS escrow balance.</p>	<p>Goal 30%</p>	<p>Actual 61%</p>	<p>10</p> <p>5</p>	<p>≥30</p> <p>≤29</p>

REAL ESTATE, INVESTMENT, AND DEVELOPMENT

JANUARY 2025

RENOVATION PROJECTS

PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS

- **Major Capital Projects**
 - **License Plate Reader (LPR) Cameras** – On June 20th, 2024, a contract was signed with Flock Safety to install 110 License Plate Reader (LPR) Cameras on or near HHA Properties. To date, 108 cameras have been installed with 2 pending installation. Waiting on permitting. From Year to date in 2024 these cameras have identified and reported to law enforcement 17,940 identifiers (hits) from the cameras. Currently, an audit is underway to identify cameras where there has not been any activity (hits). These cameras can be removed and will reduce the annual fee being charged for each camera. This report will be completed this month, February 2025.
 - **Oxford Place Apartments** – For exterior repairs, including roof replacement, exterior wall and sidewalk repairs, and replacing damaged windows and screens – Construction is complete including punch walks. The REID Department is working on closeout.
 - **Bellerive Senior Living Apartments** – Roof replacement and associated work; This work is 100% complete and the engineer and consultants are completing the final closeout.
 - **Heatherbrook Apartments** – Construction is at approximately 98% complete. It is anticipated to be completed by the end of February 2025.
 - **Fulton Place**- Roof and building Envelope repairs. This project is in the close-out process.
 - **HRI**- Siding and Exterior Repairs- An architect has been onboarded to provide the additional documentation required by the Historical Commission. The architect is currently working on an initial assessment followed by final construction document package, which will be completed by the middle of March. The project permitting and historical commission review are on hold until updated drawings can be provided. We will resubmit a new solicitation for a contractor once the architect updates the drawings to complete the bid package.

NEW DEVELOPMENT

- **Standard on the River:** (Replacement Housing for Clayton Homes)
 - Construction is 100% Complete. Lease-up is currently ongoing.

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 36% complete for APV and 35% complete for HOAPV. Phase A and B construction are running concurrently with an anticipated completion of July 2025.

HURRICANE HARVEY

FEMA has consolidated the following 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 development at the intersection of Yale and Crosstimbers. The 260 units previously noted ha been reduced to 221 units to meet TDHCA requirements. The HHA has coordinated with FEMA to reallocate the dollars earmarked for Forest Green and Clayton to develop the project. The project is anticipated to close/start construction in the middle of 2025.

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. Final appraisal timeline has shifted to March 2023.

OPEN SOLICITATION LOG

JANUARY 2025

HHA'S PROCUREMENT DEPT.

THERE ARE NO SOLICITATIONS THIS MONTH.

OPERATING STATEMENTS: 11 MONTHS ENDING NOVEMBER 30, 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	777,622	8,540,492	8,544,368	3,876
Operating Expenses					
Salaries and Benefits	5,024,710	429,546	4,605,984	4,569,243	36,741
Facilities and Other Administrative Expenses	3,920,000	330,982	3,593,333	3,568,925	24,408
Total Central Office Expenses	8,944,710	760,528	8,199,318	8,138,168	61,149
Surplus/(Use) of Business Activities Funds for COCC	372,190	17,094	341,174	406,200	65,026

Housing Choice Voucher Program	Annual Budget 2024	MONTHLY	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Administrative Operating Income					
Total Operating Income	16,042,000	1,340,766	14,705,167	14,628,394	(76,773)
Operating Expenses					
Salaries and Benefits	8,548,269	723,771	7,835,913	7,742,317	93,596
Administrative Expenses	2,712,600	231,080	2,486,550	2,467,492	19,058
COCC-Management Fees	4,468,062	368,200	4,095,724	4,047,845	47,879
Total Operating Costs Expenses	15,728,931	1,323,051	14,418,187	14,257,654	160,533
Cash Flow (Deficit) from Operations	313,069	17,715	286,980	370,740	83,760
Housing Assistance Payments (HAP)					
Housing Assistance Payment Subsidy	195,000,000	20,944,283	178,750,000	219,631,845	40,881,845
Investment Income on HAP Reserves	0	0	0	0	0
Housing Assistance Payments	195,000,000	20,984,254	178,750,000	219,435,479	(40,685,479)
HAP Current Year Excess (Use)	0	(39,971)	0	196,366	196,366

OPERATING STATEMENTS: 11 MONTHS ENDING NOVEMBER 30, 2024

Affordable Housing Rental Programs	Annual Budget 2024	MONTHLY	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
HUD Subsidy - Low Rent Housing2826	13,800,158	1,167,588	12,650,145	12,654,851	4,706
Tenant Rental Income	23,698,812	1,980,843	21,723,911	21,706,479	(17,432)
Other Income	1,023,249	90,096	937,978	914,613	(23,365)
Capital Funds / Replacement Reserves	10,531,263	868,216	9,653,658	9,663,851	10,193
Total Operating Income	49,053,482	4,106,743	44,965,692	44,939,794	(25,898)
Operating Expenses					
Administrative Expenses	13,370,005	1,123,386	12,255,838	12,191,367	64,471
Tenant Services	618,078	47,554	566,572	530,468	36,104
Utilities	4,232,148	357,232	3,879,469	3,861,349	18,120
Maintenance	12,048,420	1,038,879	11,044,385	10,833,128	211,257
Protective Services	2,572,201	219,867	2,357,851	2,343,621	14,230
Insurance Expense	2,930,015	242,951	2,685,847	2,681,924	3,923
Other General Expense	293,430	21,771	268,978	251,532	17,446
Total Routine Operating Expenses	36,064,297	3,051,640	33,058,939	32,693,389	365,550
Net Income from Operations	12,989,185	1,055,103	11,906,753	12,246,405	339,652
Non-Routine Maintenance (Capital Funds)	5,125,673	407,493	4,698,534	4,647,317	51,217
Debt Service, including ESCO	2,633,809	220,013	2,414,325	2,407,545	6,780
Cash Flow (Deficit) from Operations	5,229,703	427,597	4,793,894	5,191,543	281,656