

HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MAY 20, 2025

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





Transforming Lives & Communities

2640 Fountain View Drive, Houston, Texas 77057 | Phone 713.260.0500 | Jamie Bryant, 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, May 20, 2025 **TABLE OF CONTENTS**

AGENDA	3
APRIL 15, 2025 BOARD MEETING MINUTES	5
COMMENTS and RESPONSES	11
NEW BUSINESS	
a. Resolution No. 3894 Consideration and/or to take action to authorize the Chairperson, at their discretion, to delegate some or all authority, powers, and duties of presiding over Houston Housing Authority Board Meetings to the Secretary/CEO, Jamie Bryant.	12
 b. Resolution No. 3895 Consideration and/or to take action to authorize the President & CEO or designee to execute a contract with Dahill Office Technology Corporation, dba Xerox Business Solutions Southwest, for the Leasing of Copiers. 	14
c. Resolution No. 3896 Consideration and/or to take action to authorize the President & CEO or designee to execute a contract with Azuris Consulting LLC, for turnkey installation of security access and cameras at Irvinton Village.	18
d. Resolution No. 3897 Consideration and/or to take action to authorize the President & CEO or designee to execute contracts with Terrain Solutions, Roux, and ERC to perform Environmental Services at HHA's properties.	22
e. Resolution No. 3898 Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority, authorizing the acquisition and development of Enclave on Louetta located in Spring, Harris County, Texas 77388, and the execution of all required documents therefor.	26

f. Resolution No. 3899

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B, and the execution of all required documents therefor.

g. Resolution No. 3900

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority, authorizing the acquisition and rehabilitation of those certain apartments located at approximately 10600 Southdown Trace Trail, Houston, Texas 77034 and known as the Regency Park Apartments, and the execution of all required documents therefor.

h. Resolution No. 3901

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Regency Apartments), Series 2025, and the execution of all required documents therefor.

i. Resolution No. 3902

Consideration and/or to take action to authorize the President & CEO or designee to (1) release to the public an executive summary of an investigative report prepared following Resolution No. 3828; and (2) waive the attorney-client privilege only to the extent necessary to release the executive summary.

PRESIDENT & CEO OPERATIONS REPORT

FINANCE REPORT

3	2

37

43

_____ 48 _____ 50

64



Transforming Lives & Communities

2640 Fountain View Drive, Houston, Texas 77057 | Phone 713.260.0500 | Jamie Bryant, 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, MAY 20, 2025 2:00 PM Houston Housing Authority Central Office 2640 Fountain View Drive, Houston, TX 77057

AGENDA

- I. Call to Order
- II. Roll Call
- III. Introduction of the Interpreters
- **IV.** CEO Operational Updates
- V. 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)
- VI. Approval of the April 15, 2025, Houston Housing Authority Board Meeting Minutes
- VII. New Business
 - a. Resolution No. 3894: Consideration and/or to take action to authorize the Chairperson, at their discretion, to delegate some or all authority, powers, and duties of presiding over Houston Housing Authority Board Meetings to the Secretary/CEO, Jamie Bryant.
 - b. Resolution No. 3895: Consideration and/or to take action to authorize the President & CEO or designee to execute a contract with Dahill Office Technology Corporation, dba Xerox Business Solutions Southwest, for the Leasing of Copiers.
 - **c. Resolution No. 3896:** Consideration and/or to take action to authorize the President & CEO or designee to execute a contract with Azuris Consulting LLC, for turnkey installation of security access and cameras at Irvinton Village.
 - **d. Resolution No. 3897:** Consideration and/or to take action to authorize the President & CEO or designee to execute contracts with Terrain Solutions, Roux, and ERC to perform Environmental Services at HHA's properties.

- VIII. Convene an Executive Session to discuss:
 - Personnel matters in accordance with Section 551.074 of the Texas Government Code
 - Legal, including but not limited to the investigative report prepared following Resolution No. 3828, 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
 - e. Resolution No. 3898: Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority, authorizing the acquisition and development of Enclave on Louetta located in Spring, Harris County, Texas 77388, and the execution of all required documents therefor.
 - f. Resolution No. 3899: Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B, and the execution of all required documents therefor.
 - g. Resolution No. 3900: Consideration and/or take action to authorize the President & CEO or authorized representative of the Houston Housing Authority, authorizing the acquisition and rehabilitation of those certain apartments located at approximately 10600 Southdown Trace Trail, Houston, Texas 77034 and known as the Regency Park Apartments, and the execution of all required documents therefor.
 - h. Resolution No. 3901: Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Regency Apartments), Series 2025, and the execution of all required documents therefor.
 - i. **Resolution No. 3902:** Consideration and/or take action to (1) authorize the President & CEO or designee to release to the public an executive summary of an investigative report prepared following Resolution No. 3828; and (2) waive the attorney-client privilege only to the extent necessary to release the executive summary.
- **IX.** Reconvene Public Session to take action on Executive Session agenda items.
- **X.** Adjournment



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

MINUTES OF THE HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

TUESDAY, APRIL 15, 2025

I. CALL TO ORDER

A Meeting of the Board of Commissioners ("Board") of the Houston Housing Authority ("HHA") was held on Tuesday, April 15, 2025, at the Houston Housing Authority Central Office, 2640 Fountain View Drive, Houston, Texas 77057. The meeting was called to order at 3:00 p.m.

LIVE STREAM STATISTICS

March 18, 2025: ● Live Stream Views 118 ● Average view duration 31:47● Peak concurrent viewers 40April 15, 2025: ● Live Stream Views 67 ● Average view duration 27:36● Peak concurrent viewers 18

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, Commissioner
- Kenneth C. Li, Commissioner
- Jamie Bryant, Secretary

Absent: None

III. INTRODUCTION OF THE INTERPRETERS

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

IV. CEO OPERATIONAL UPDATES

Secretary Bryant: Good afternoon, everyone. I wanted to take this opportunity to make a few announcements on some things that are going on at the Houston Housing Authority. You'll see an announcement on this; it will go out probably later today, Riz, if I'm correct, but I wanted to tell you a few things about our voucher program. One of them, as I mentioned in the last board meeting, was an update on our voucher waitlist. So, for those of you who are tuning in, on May 1st, we're going to be opening up our new Rent Cafe Portal, and we ask that you go in and save your spot. This is for **existing people** who were on the choice voucher waitlist. We need you to go into our system, make sure your contact information is up to date, and that you want to remain on the waitlist. We occasionally need to go through these waitlists and update them to make sure we have the proper contact information and to make sure the people who are on the waitlist still want to be on the waitlist and have not moved or found other housing, etc. So, this is critical, please, on May 1st, the portal will be open through June 2nd. We just need you to go there and make sure you update your information and affirm that you want to stay on the waitlist.

Also, on May 1, we will be opening up a select number of project-based voucher waitlists. These are vouchers that are tied to specific properties throughout Houston. We have a little over 20 project-based opportunities here. That waitlist will open up on May 1st at 9:00 AM. If we have any applicants or residents who are interested in those opportunities, just stay tuned and check our website on May 1st. I also mentioned this last time, we do have some special programs outside of our choice voucher system. Our VASH program, for example, is our voucher program type for veterans, and it does have capacity in it. Do not reach out to the Housing Authority on this program. You need to go through the VA. The VA needs to vet you out and refer you to our agency, but we do have availability if there are any veterans who are looking. The same goes for our Mobility program grant. We have a Mobility grant that can help current voucher holders move into high-opportunity areas if they so choose to. We have information about this on our website as well. The Mobility grant will help our voucher holders and residents with deposits and moving expenses, and other resources to help them if they want to take advantage of this program, so please check that out.

I also want to make two other updates on some events that have occurred at the Housing Authority since our last meeting. One was last week, we were at the ribbon cutting and opened up Rosemary's Place. Rosemary's Place is a 149-unit permanent supportive housing project in Midtown. This was a partnership between the Housing Authority, NHP Foundation, Magnificat, Harris County, and the City of Houston to provide 149 units for folks who are homeless or on the edge of becoming homeless. The HHA was able to make the commitment of a little over \$2,000,000 a year in vouchers over the next 15 years to support this critically important project, and I am so extremely thankful for everyone on our team and everyone with the partnership for making that happen.

We also had an incredible event about two weeks ago, at Oxford Place, with our Women's Empowerment Summit. This is a part of our Jobs Plus program that we have been working on for a couple of years. Big thanks to our team as we were out there with dozens and dozens of women who have been working in this program, and I'm excited to say, it was such a wonderful event. They're so thankful for the work that's being done, and we're thankful just to be able to come alongside them and their journeys to finding better jobs, higher wage employment, and increasing those economic outcomes. We look forward to that program moving forward and expanding that program into other areas of the city as well.

And one last thing, Chairman, if you'll allow me, I got an e-mail from a resident of ours who wanted to thank me for two of our staff members for just providing outstanding service. I'm going to paraphrase this. "Hi Jamie, I'm writing to express my sincere gratitude for the outstanding customer service I received from both Ms Latonya Rogers and Ms Melissa Sanders Edwards. Their dedication and exceptional support were beyond my expectations, and I believe they truly deserve recognition for their efforts. Thank you for building a team of such dedicated professionals. There are just no words to fully describe how awesome these ladies are. Please feel free to contact me if you need anything else. Thank you so much." I just wanted to read that out loud publicly and say thank you to our team and ladies. With that, I'll turn it back to you, Mr. Chairman.

Chairman Proler: Great report. Now we'll open it up for Public Comments.

V. PUBLIC COMMENTS

Speaker Keni Thibeaux: I've been a landlord since 2018, and I've always had a pleasant experience like the one you described there, but recently, there have been some changes that concern me, specifically, advocacy for landlords. I feel like that is not in existence right now. I'm here to advocate for myself and other landlords. The property address is 15039 Arizona Sky Court. I have a tenant that has done damage to the property, and she knew she caused it. She refused to repair it, but she wanted to relocate, so I informed housing. She and I discussed that she needed to repair it before relocating, and housing told her she didn't

have to do that. That she could just relocate, and for me to just sue her. In the past, when there was an issue, housing would actually follow up and ensure that those repairs were made before she could port her voucher, so that there has been a breakdown in the process. Even when I try to reach out to my landlord liaisons, no response. I call, I e-mail, and there's no response. So that's why I'm here to ask for, to just advocate, and to ask for some type of communication or some accountability. Just to abbreviate things, I don't want to go into the full story, but I feel like this situation could have been handled a lot better than it was, so that's why I'm bringing it to your attention. Thank you, thank you, thank you, thank you.

Secretary Bryant: If you don't mind, leave us your information. Joanne can get it so that we can follow up.

VI. APPROVAL OF THE MINUTES

a. Board Meeting Minutes: March 18, 2025

On motion by Commissioner Kirkendoll and seconded by Commissioner Li; the Board unanimously approved the March 18, 2025, Meeting Minutes.

VII. NEW BUSINESS

a. Resolution No. 3890: Consideration and/or to take action to authorize the President & CEO or their designee to amend Resolution No. 3834, changing times and dates for 2025 Board of Commissioners meetings.

PRESENTED BY: Donna Dixon, Director of Community Affairs and Customer Services

We are recommending that the time of the meetings for the remainder of 2025 be changed from 3:00 to 2:00, and moving the July meeting from the third week in July to July 24th. All other Board meetings and special board meetings will be posted in accordance with the Texas Open Meetings Act.

Chairman Proler asked for a motion to approve Resolution No. 3890.

On motion by Commissioner Ballard and seconded by Commissioner Kirkendoll.

Chairman Proler asked if there was any discussion regarding this resolution. Hearing none, Chairman Proler called for a vote.

The Board unanimously approved Resolution No. 3890.

b. Resolution No. 3891: Consideration and/or to take action to authorize the President & CEO or designee to write off vacant tenant accounts for October 1, 2024, to December 31, 2024.

PRESENTED BY: Ricardo Harris, Director of Asset Management & Development

Ricardo Harris: This resolution is submitted to the board to write off the fourth quarter vacated tenant accounts in the amount of \$46,870.91. These vacated accounts have been deemed uncollectible and will be written off appropriately. Write-offs are typically the result of tenants with balances owed to the HHA, as a result of voluntary and involuntary move-outs. So this is just to write those amounts off of our records, then to be moved over to a collection account. Staff requests the board approve this resolution.

Chairman Proler: Thank you, Ricardo. I'd like to stand up for you because if you look at these numbers, these numbers are less than they've been in more than three years. And I congratulate you and your department on really incredible work. This is impressive in the times we live in right now to see that a

\$46,000 write-off as compared to in the first quarter of last year \$194,000. So I, on behalf of this Board, and I hope on behalf of all the employees at this agency and the taxpayers, I really thank you. With that, I'll call for a motion to approve the this Resolution.

Commissioner Aceves-Lewis: I just wanted to commend you again for the thorough information that you've given us, the context and the history. I agree with Commissioner Proler; we're excited to see that those numbers continue to go down. And I think there were just a couple of properties, Cuney and Kelly, that we can continue to drive those numbers down. Also, just be mindful that there aren't any residents who have a big balance anymore. So I'm looking forward to those controls going in place to bring that down and to capture them sooner.

Secretary Bryant: Yes, absolutely.

Chairman Proler asked for a motion to approve Resolution No. 3891.

On motion by Commissioner Ballard and seconded by Commissioner Li.

Chairman Proler asked if there was any discussion regarding this resolution. Hearing none, Chairman Proler called for a vote.

The Board unanimously approved Resolution No. 3891.

c. **Resolution No. 3892:** Consideration and/or to take action to authorize the President & CEO or designee to enter into Insurance Contracts for the Policy Year 2025/2026 with Housing Authority Insurance Group.

PRESENTED BY: Mike Roges, Vice President of Fiscal and Business Operations

This resolution seeks approval of an amount not to exceed \$1.9 million for the renewal of a number of policies that are associated with some of our tax credit deals, and also includes some other insurance, the directors' and officers' insurance on some of the affiliate boards, and everything along those lines. The resolution was put together earlier this month using last year's cost, adding a 10% estimated increase and then kind of rounded it up to the \$1.9 million and I'm very happy to report today, that as of the most recent spreadsheet I've received from Housing Authority Insurance Group, it appears that as far as the property coverage goes, we're going to be coming in several hundred thousand below what we estimated. I wish I could take credit for that. I mean that that's just a reflection of the market.

Chairman Proler: Several hundred thousand below the \$1.9 million?

Mike Rogers: Yes, right now, we're looking at somewhere for the property insurance alone, somewhere in the \$1.2 million range, \$1.2 to \$1.3. There are still some quotes to come in, so there are some holes in those numbers, but what's left, there's no way it can actually get up to that level. This is a long time coming because it seems like every resolution that I bring to the board is bad things about the insurance. So this one's actually for the first time in a long, long time, the insurance market seems to be moving in our general direction. I did want to point out that when we presented the budget to you at the end of December of last year, this cost was part of the number for insurance that was in there. Not only would we come in well under what was budgeted, but we have room in the budget for the full \$1.9 million, but we're going to come in way below that.

Chairman Proler: I had two questions and that was one of them. The other is a couple of points. Would you inquire to see if we can renew these policies, the property casualty policies, possibly in December of each year? I have had some experience, from the finance side, where insurance companies typically will

charge a higher premium when you renew your policies in the May, June, July period, because that's the hurricane season, if you will. Generally, if you make sure that your policy renews every November or December, the rates are slightly less. I don't know if we have that ability, but we're on a calendar year...

Mike Rogers: We've been able to move the renewal dates a little bit from time to time because we've worked to try to sync them up so that these all renew at the same time, and then we have the other batch that we renew in December. But yes, I will ask that question.

Commissioner Aceves-Lewis: Mike, could you give us an update next month, or just update the board members with the final number?

Mike Rogers: Yes.

Chairman Proler asked for a motion to approve Resolution No. 3892.

On motion by Commissioner Kirkendoll and seconded by Commissioner Ballard.

Chairman Proler asked if there is any discussion regarding this resolution. Hearing none, Chairman Proler called for a vote.

The Board unanimously approved Resolution No. 3892.

d. Resolution No. 3893: Consideration and/or to take action to authorize the President & CEO or designee to conditionally award Project-Based Vouchers to Independence Heights II.

PRESENTED BY: Jay Mason, Director of REID

Resolution No. 3893, as you mentioned, applies 131 project-based vouchers to the Independence Heights II property. This development has come to the board multiple times for approval for different considerations, and this one is specifically to submit a substitution review to HUD so that we can apply 131 vouchers again to the Independence Heights II project. Staff recommends approval of this resolution.

Secretary Bryant: I'll make one comment, that 131 project-based balance, which has always been contemplated. It was in MOUs, and if you recall, there was an RFP about this. So this is not a new concept, we're just at the point where we need to formally submit it.

Chairman Proler: Is this being submitted to HUD for approval?

Secretary Bryant/Jay Mason. Yes, that's correct. That's correct.

Chairman Proler: Was the underwriting for this project done with the intent that the cash flow of 131 units would be project-based vouchers?

Secretary Bryant: Yes, that is correct.

Chairman Proler: Very good. Good. Any other questions, Comments? May I get a motion to adopt Resolution No. 3893.

On motion by Commissioner Carter and seconded by Commissioner Kirkendoll.

Chairman Proler asked if there is any discussion regarding this resolution. Hearing none, Chairman Proler called for a vote.

The Board unanimously approved Resolution No. 3893.

VIII. EXECUTIVE SESSION

Chairman Proler suspended the Public Session on Tuesday, April 15, 2025, at 3:20 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.

IX. RECONVENE PUBLIC SESSION

Chairman Proler reconvened the Public Session at 4:16 p.m.

X. ADJOURNMENT

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

On motion by Commissioner Carter and seconded by Commissioner Li.

Chairman Proler declared the meeting adjourned at 4:17 p.m.



Transforming Lives & Communities

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

RESPONSES TO COMMENTS RECEIVED ON TUESDAY, APRIL 15, 2025 BOARD OF COMMISSIONERS MEETING

A Meeting of the Board of Commissioners ("Board") of the Houston Housing Authority ("HHA") was held on Tuesday, April 15, 2025, 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 = Speaker Keni Thibeaux: I've been a landlord since 2018, and I've always had a pleasant experience like the one you described there, but recently, there have been some changes that concern me, specifically, advocacy for landlords. I feel like that is not in existence right now. I'm here to advocate for myself and other landlords. The property address is 15039 Arizona Sky Court. I had a tenant that has done damage to the property, and she knew she caused it. She refused to repair it, but she wanted to relocate, so I informed housing. She and I discussed that she needed to repair it before relocating, and housing told her she didn't have to do that. That she could just relocate, and for me to just sue her. In the past, when there was an issue, housing would actually follow up and ensure that those repairs were made before she could port her voucher, so that there has been a breakdown in the process. Even when I try to reach out to my landlord liaisons, no response. I call, I e-mail, and there's no response. So that's why I'm here to ask for, to just advocate, and to ask for some type of communication or some accountability. Just to abbreviate things, I don't want to go into the full story, but I feel like this situation could have been handled a lot better than it was, so that's why I'm bringing it to your attention. Thank you, thank you, thank you.



REQUEST FOR BOARD AGENDA ITEM

1. **Brief Description of Proposed Item**

Consideration and/or to take action to authorize the Chairperson, at their discretion, to delegate some or all authority, powers, and duties of presiding over Houston Housing Authority Board Meetings to the Secretary/CEO, Jamie Bryant.

- 2. Date of Board Meeting: May 20, 2025
- 3. **Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners agrees to the delegation of some or all of the Chairperson's authority and duties related to presiding over Houston Housing Authority Board Meetings to the Secretary, Jamie Bryant. The delegation of any such authority, powers, and duties with respect to presiding over meetings shall be at the discretion of the Chairperson pursuant to the memorandum from Jennine Hovell-Cox, Sr. Vice President & General Counsel, dated April 29, 2025, to Jamie Bryant, President & CEO.

Signature Jennine Hovell-Cox (May 14, 2025 15:15 CDT) Date:_____

- 4. Department Head Approval
- 5. **Approval of President & CEO**

AMIC Bryant Bryant (May 14, 2025 11:25 PDT) Date: _____ Date: _____ Jamie Bryant (May 12 Signature



MEMORANDUM

TO: JAMIE BRYANT, PRESIDENT & CEO
 FROM: JENNINE HOVELL-COX, SR. VICE PRESIDENT & GENERAL COUNSEL
 SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE CHAIRPERSON, AT THEIR DISCRETION, TO DELEGATE SOME OR ALL AUTHORITY, POWERS, AND DUTIES OF PRESIDING OVER ALL HOUSTON HOUSING AUTHORITY BOARD MEETINGS TO THE SECRETARY/CEO, JAMIE BRYANT.
 DATE: APRIL 29, 2025

This memorandum recommends that the Houston Housing Authority (HHA) Board of Commissioners approve this resolution to delegate some or all of the Chairperson's authority, power, and duty of presiding over all HHA board meetings to the Secretary, Jamie Bryant. This action is intended to support the orderly and efficient conduct of all meetings.

BACKGROUND:

In accordance with Article II of the Amended and Restated Bylaws of the Houston Housing Authority, adopted on January 21, 2014, the Board has the authority by resolution from time to time, to delegate such authority, powers, and duties to the Secretary—who also serves as the President and CEO of the Houston Housing Authority—as the Board deems appropriate.

The proposed resolution seeks to delegate some or all of the Chair's responsibilities for presiding over meetings of the Houston Housing Authority to the Secretary, Jamie Bryant, at the discretion of the Chairperson. This delegation may be revoked at any time by a resolution of the Board of Commissioners.

This measure reflects the Board's commitment to collective engagement and is intended to promote continuity and cohesiveness in the Houston Housing Authority's organizational processes.

RECOMMENDATION:

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

Resolution: That the Houston Housing Authority Board of Commissioners agrees to the delegation of some or all of the Chairperson's authority and duties related to presiding over Houston Housing Authority Board Meetings to the Secretary, Jamie Bryant. The delegation of any such authority, powers, and duties with respect to presiding over meetings shall be at the discretion of the Chairperson pursuant to the memorandum from Jennine Hovell-Cox, Sr. Vice President & General Counsel, dated April 29, 2025, to Jamie Bryant, President & CEO.



REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the President & CEO or designee to execute a contract with Dahill Office Technology Corporation, dba Xerox Business Solutions Southwest, for the Leasing of Copiers.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with Dahill Office Technology Corporation dba Xerox Business Solutions Southwest, for the leasing of copiers with an initial period of performance of three (3) years, with HHA having the option to extend the contract two (2) additional years in one (1) year increments in an amount not to exceed \$713,573 for all five years (excluding any overage charges not to exceed 10% of contract value), pursuant to the memorandum from Roy Spivey, Director of Information Technology dated April 29, 2025 to Jamie Bryant, President & CEO.

4.	Department Head Approval Signature Roy Spivey (May 14, 2025 14:51 CDT)	Date:
5.	Statement regarding availability of funds by VP of Fiscal Operations	
	Funds Budgeted and Available X Yes No Source	
	Michael D. RogersVP of FO ApprovalSignatureMichael D. Rogers (May 14, 2025 13:23 CDT)Date:	
6.	Approval of President & CEO Signature Jamie Bryant (May 14, 2025 11:25 PDT) Date:	

HOUSING AUTHORITY Transforming Lives & Communities

MEMORANDUM

TO:JAMIE BRYANT, PRESIDENT & CEOFROM:ROY A. SPIVEY, DIRECTOR OF INFORMATION TECHNOLOGYSUBJECT:CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO
EXECUTE A CONTRACT WITH DAHILL OFFICE TECHNOLOGY CORPORATION, DBA XEROX BUSINESS
SOLUTIONS SOUTHWEST, FOR THE LEASING OF COPIERSDATE:APRIL 28, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with Dahill Office Technology Corporation dba Xerox Business Solutions Southwest, for the leasing of copiers with an initial period of performance of three (3) years, with HHA having the option to extend the contract two (2) additional years in one (1) year increments in an amount not to exceed \$713,573 for all five years (excluding any overage charges not to exceed 10% of contract value).

BACKGROUND:

During regular business, HHA utilizes leased multifunction copiers for printing, copying, scanning documents, and sending and receiving faxes. The Information Technology Department and Procurement created RFP 25-05 to provide the most competitive pricing. The current Multifunction Copier lease ends in June 2025.

HHA currently has 20 copiers throughout HHA headquarters and 16 in remote locations. The remote locations that RFP 25-05 provides copiers for are:

Property	Address	City, ST, Zip Code
Allen Partkway Village	1600 ALLEN PKWY	HOUSTON TX 77019
Bellerive Senior Apartments	7225 BELLERIVE DR	HOUSTON TX 77036
Cuney Homes	3260 TRUXILLO ST	HOUSTON TX 77004
Ewing Apartments	1815 EWING ST	HOUSTON TX 77004
Fulton Village	3300 ELSER ST	HOUSTON TX 77009
Heatherbrook Apartments	2000 TIDWELL RD	HOUSTON TX 77093
Independence Heights Apartments	302 CROSSTIMBERS ST	HOUSTON TX 77022
Irvinton Village	2901 FULTON ST	HOUSTON TX 77009
Kelly Village	3118 GREEN ST	HOUSTON TX 77020
Kenedy Place	3100 GILLESPIE ST	HOUSTON TX 77020
Lincoln Park	790 W LITTLE YORK RD	HOUSTON TX 77091
Long Drive Townhomes	6767 LONG DR	HOUSTON TX 77087
Lyerly Senior Apartments	75 LYERLY ST	HOUSTON TX 77022
Oxford Place	605 BERRY RD	HOUSTON TX 77022
Telephone Road	6000 TELEPHONE RD	HOUSTON TX 77087
Victory Place	1520 BAILEY	HOUSTON TX 77019

The Multifunction Copier proposals included

- Three Black/White copiers rated for 45 ppm
- Twenty-seven B/W and Color devices rated for 55 ppm
- Six B/W and Color copiers rated for 70 ppm.

All prices per print are included in the monthly fee based on a single pool concept. The pool concept consists of total prints for all printers not exceeding 200,000 black-and-white prints and 250,000 color prints per month. Should the total number of prints for a month exceed the pool amount, then each additional print will be charged at \$0.0029 for black-and-white prints and \$0.029 for color prints.

The Xerox proposal charges a monthly leasing, Service, and Supply cost of \$14,385.46 for the initial 36-month lease. For the two option years, the monthly price is discounted to just the Service and Supply cost of \$8,065.89 per month for option years one and two. This is a savings of \$6,319.57 per month in the option years. These monthly fees include all maintenance, toner, and other supplies needed, excluding copy paper, for the copier(s) to function correctly. This proposal commits to 3 years at \$172,625.52 per year for a total of \$517,876.56. There are two option years at \$97,848.00 each year. The total for the five-year contract is \$713,752.56.

ADVERTISEMENT:

On March 6, 2025, the Procurement Department posted a legal notice advertising solicitation RFP No. 25-05 on its website and in the Forward Times and the Houston Chronicle Newspaper. The Procurement Department notified potential bidders that were on its Bidder's List.

Interested parties could also access RFP 25-05 by going to the websites of the City of Houston Office of Business Opportunity ("OBO"), the Greater Houston Black Chamber of Commerce ("GHBCC"), the Houston Minority Supplier Development Council ("HMSDC"), and the Houston Chapter of the National Association of Minority Contractors ("NAMC").

EVALUATION PROCESS:

On April 8, 2025, HHA opened seven (7) proposals to the RFP from Xerox Business Solutions, Canon USA, Knight Enterprise Solutions, Visual Edge IT, Konica Minolta, JTF Business Solutions, and DOTCOM.LLC.

The following staff were approved by President and CEO Jamie Bryant to review and score the received proposals:

Staff	Title
Mitchell Sykes	Assistant Director of Information Technology
Leigha Greenleaf	Senior Project Manager
Alan Drake	Technical Support Analyst II

Each RFP contained the following scoring criteria that would be utilized by the Evaluation Committee (EC) to analyze and score each RFP independently:

Evaluation/Selection Criteria	Maximum Score
Experience and Qualifications	25
Pricing	25
Meets Specifications	25
Service Level Agreement	20
Project Plan	5

The received response pricing is as follows:

Response	Total Price
Xerox Business Solutions	\$713,572.60
Canon USA	\$1,043,186.40
Knight Enterprise Solutions	\$927,420
Visual Edge IT	\$1,311,744.60
Konica Minolta	\$1,119,607.20
JTF Business Solutions	\$749,700.00
DOTCOM.LLC	\$2,468,700.00

The following responses are ranked as follows:

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Xerox Business Solutions	N/A	96
2	Canon USA	N/A	90
3	Knight Enterprise Solutions	N/A	89
4	Visual Edge IT	N/A	79
5	Konica Minolta	N/A	72
6	JTF Business Solutions	N/A	69
7	DOTCOM.LLC	N/A	58

References have been checked and returned positive. There are no conflicts of interest, and the firm(s) are not on the HUD Debarment List.

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 or designee to negotiate, execute and make necessary changes and corrections to a contract with Dahill Office Technology Corporation dba Xerox Business Solutions Southwest, for the leasing of copiers with an initial period of performance of three (3) years, with HHA having the option to extend the contract two (2) additional years in one (1) year increments in an amount not to exceed \$713,573 for all five years (excluding any overage charges not to exceed 10% of contract value), pursuant to the memorandum from Roy Spivey, Director of Information Technology dated April 29, 2025 to Jamie Bryant, President & CEO.



REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the President & CEO or designee to execute a contract with Azuris Consulting LLC, for turnkey installation of security access and cameras at Irvinton Village.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with Azuris Consulting LLC, for the turnkey installation of security access and cameras at Irvinton Villiage in an amount not to exceed \$250,000.00 with 5 years of maintenance and support pursuant to the memorandum from Roy Spivey, Director of Information Technology dated April 28, 2025 to Jamie Bryant, President & CEO.

4.	Department Head Approval Signature Roy Spivey (May 14, 2025 14:51 CDT)	Date:
5.	Statement regarding availability of funds by VP of Fiscal Operations	
	Funds Budgeted and Available X Yes No Source	
	Michael D. Rogers VP of FO Approval Signature Michael D. Rogers (May 14, 2025 15:56 CDT) Date:	
6.	Approval of President & CEO Signature Jamie Bryant (May 14, 2025 11:25 PDT) Date:	
	Signature Jamie Bryant (May 14, 2025 11:25 PDT) Date: Date:	



MEMORANDUM

TO:JAMIE BRYANT, PRESIDENT & CEOFROM:ROY A. SPIVEY, DIRECTOR OF INFORMATION TECHNOLOGYSUBJECT:CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO
EXECUTE A CONTRACT WITH AZURIS CONSULTING LLC, FOR TURNKEY INSTALLATION OF SECURITY
ACCESS AND CAMERAS AT IRVINTON VILLAGEDATE:APRIL 28, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with Azuris Consulting LLC, for the turnkey installation of security access and cameras at Irvinton Villiage in an amount not to exceed \$250,000.00 with 5 years of maintenance and support.

BACKGROUND:

In 2024, the Houston Housing Authority (HHA) was awarded a security grant of \$250,000 for Irvinton Village. After consideration, it was decided that the best use of that security grant was to procure a new security access and camera system. The current security camera system at Irvinton Village is outdated and does not provide adequate coverage to view the entire property.

The Azuris Consulting LLC is the top-ranked proposal. They will provide a turnkey solution for installing 22 internal cameras, 60 external cameras, and 10 access doors. This proposal includes 5 years of maintenance and support with 24/7 support contact. This proposal utilizes the Rhombus Cloud system. The Rhombus camera provides security features such as facial recognition, license plate recognition, and object detection. Rhombus also incorporates door access security within its cloud system. This resolution will be funded from the \$250,000.00 Irvinton Security grant awarded to HHA. Upon approval of the resolution, we will reduce the proposal amount by removing the 10 access doors and cameras from less risky areas.

ADVERTISEMENT:

In March 2025, the Procurement Department posted a legal notice advertising solicitation RFP No. 25-08 on its website and in the Forward Times and the Houston Chronicle Newspaper. The Procurement Department notified potential bidders that were on its Bidder's List.

Interested parties were also able to access RFP 25-08 by going to the websites of the City of Houston Office of Business Opportunity ("OBO"); the Greater Houston Black Chamber of Commerce ("GHBCC"); the Houston Minority Supplier Development Council ("HMSDC"); and the Houston Chapter of the National Association of Minority Contractors ("NAMC").

EVALUATION PROCESS:

On April 10, 2025, HHA opened four (4) proposals to the RFP from Azuris Consulting LLC, CelPlan Technologies Inc., Driven Security LLC, and Greenlogic Lighting & Electric LLC.

The following staff were approved by President and CEO Jamie Bryant to review and score the received proposals:

Staff	Title	
Roy A. Spivey	Director of Information Technology	
Brian Terry	Director of Security	
William Bryant	Energy Manager	

Each RFP contained the following scoring criteria that would be utilized by the Evaluation Committee (EC) to analyze and score each RFP indepdendently:

Evaluation/Selection Criteria	Maximum Score
Experience and Qualifications	25
Pricing	25
Meets Specifications	25
Service Level Agreement	20
Project Plan	5

Note that the scoring for pricing was based on the following formula:

(Lowest Price/Vendor Price) x Total Number of Category Points = Pricing Score

The received response pricing is as follows:

Response	Total Price
Azuris Consulting LLC	\$345,134.73
CelPlan Technologies Inc	\$776,774.58
Greenlogic Lighting & Electric LLC	\$242,738.53
Driven Security LLC	\$352,347.00

The following responses are ranked as follows:

Rank	Firm/Company	M/WBE	Evaluation Rating
1	1 Azuris Consulting LLC		91
2	CelPlan Technologies Inc	N/A	80
3	3 Greenlogic Lightning & Electric LLC		79
4	Driven Security, LLC.	N/A	72

References have been checked and returned positive. There are no conflicts of interest, and the firm(s) are not on the HUD Debarment List.

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 or designee to negotiate, execute and make necessary changes and corrections to a contract with Azuris Consulting LLC, for the turnkey installation of security access and cameras at Irvinton Villiage in an amount not to exceed \$250,000.00 with 5 years of maintenance and support pursuant to the memorandum from Roy Spivey, Director of Information Technology dated April 28, 2025 to Jamie Bryant, President & CEO.



REQUEST FOR BOARD AGENDA ITEM

1. **Brief Description of Proposed Item**

Consideration and/or to take action to authorize the President & CEO or designee to execute contracts with Terrain Solutions, Roux, and ERC to perform Environmental Services at HHA's properties.

2. Date of Board Meeting: May 20, 2025

3. **Proposed Board Resolution:**

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to contracts with Terrain Solutions, Roux, and Environmental & Construction Services, Inc. ("ERC") to perform Environmental Services at HHA's Properties for three (3) years with an option to extend for an additional two (2) years pursuant to the memorandum from Jay Mason, REID dated May 1, 2025, to Jamie Bryant, President & CEO.

4.	Department Head App	roval Sig	gnature Jay Mason (May 14, 2025 13:14 CDT)		Date:
5.	Statement regarding av	vailability o	of funds by VP of Fiscal Operations		
	Funds Budgeted and Av	vailable	Yes No Source		
	VP of FO Approval	Signature		Date:	
6.	Approval of President 8	& CEO	Jamie Bryant		
		Signature	Jamie Bryant (May 14, 2025 11:25 PDT)	Date:	

T T IN HOUSTON

HOUSING AUTHORITY Transforming Lives & Communities

MEMORANDUM

то:	JAMIE BRYANT, PRESIDENT & CEO
THRU:	JOEL NORTH, JR., SENIOR VICE PRESIDENT, ASSET MANAGEMENT AND DEVELOPMENT
FROM:	JAY MASON, DIRECTOR, REID
SUBJECT:	CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO
	EXECUTE CONTRACTS WITH TERRAIN SOLUTIONS, ROUX, AND ERC TO PERFORM ENVIRONMENTAL
	SERVICES AT HHA'S PROPERTIES.
DATE:	MAY 1, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute, and make necessary changes and corrections to contracts with Terrain Solutions, Roux, and Environmental & Construction Services, Inc. ("ERC") to perform Environmental Services at HHA's Properties for three (3) years with an option to extend for an additional two (2) years pursuant to the memorandum from Jay Mason, REID dated May 1, 2025, to Jamie Bryant, President & CEO.

BACKGROUND:

HHA is conducting environmental assessments and response efforts for all properties in the agency's portfolio. This effort will include environmental testing, environmental scope writing, and monitoring for new construction and rehabilitation developments.

A Scope of Work ("SOW") was developed by the REID Department and submitted to HHA's Procurement Department.

In May of 2024, HHA's Procurement Department developed Qualification Based Solicitation QBS 24-27 Environmental Engineering Services ("QBS 24-27").

ADVERTISEMENT

In June 2024, the Procurement Department posted a legal notice advertising solicitation QBS 24-27 on its website, and in the Houston Chronicle, Forward Times and Houston Business Journal. The Procurement Department notified potential bidders that were on its Bidder's List.

Interested parties were also able to access QBS 24-27 by going to the websites of the City of Houston Office of Business Opportunity ("OBO"); the Greater Houston Black Chamber of Commerce ("GHBCC"); the Houston Minority Supplier Development Council ("HMSDC"); and the Houston Chapter of the National Association of Minority Contractors ("NAMC").

EVALUATION PROCESS

The following HHA staff was selected to evaluate the nine (9) proposals received for QBS 24-27:

William Bryant – Energy Manager Stedman Esene – Senior Project Manager Steven Kennedy – Assistant Director of REID

The QBS contained the following Criteria that would be used by the Evauluation Committee (EC) to analyze and score each proposal independently:

ltem	Criteria	Maximum Points
1	Firm's history and resources to perform the required services	15
2	Qualifications of assigned personnel	15
3	Demonstrated experience in providing Environmental Engineering Services	20
4	Understanding of HUD and TDHCA requirements, City, State, and Federal Codes,and regulations applicable to the work	15
5	Experience in Project Planning and Scheduling	15
6	Methodology / Approach and Sample Timelines	20
	100	

Table 1 contains the average scores as determined by the Evaluation Committee:

TABLE 1

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Terrain Solutions, Inc.		96
2	Roux	N/A	95
3	3 ERC Environmental & Construction Services, Inc. ("ERC")		93
4	Ninyo & Moore		89
5	TLC Engineering		86
6	ECS	N/A	85
7	Atlas Technical Consultants	N/A	84
8	Intertek PSI	N/A	84
9	EnviroPhase	N/A	78

The QBS method does not use price as an evaluation factor. The PHA requests technical qualifications statements from prospective firms and then ranks them according to their project qualifications. The PHA then opens negotiations with the top-ranked firm to agree on a fair and reasonable price. If an agreement cannot be reached, the PHA terminates negotiations with this firm and proceeds to the next-highest rated firm until a price determined to be fair and reasonable to both parties is obtained. Once negotiations have been terminated with a firm, the PHA may not return to that firm for additional negotiations – even if the next lower ranked respondent is higher in price.

References have been checked and returned positive. There are no conflicts of interest and Proof of Good Legal Standing was conducted on Terrain Solutions, Roux and ERC with no adverse results.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute, and make necessary changes and corrections to contracts with Terrain Solutions, Roux, and Environmental & Construction Services, Inc. ("ERC") to perform Environmental Services at HHA's Properties for three (3) years with an option to extend for an additional two (2) years pursuant to the memorandum from Jay Mason, REID dated May 1, 2025, to Jamie Bryant, President & CEO.



Agenda Item

1. Brief Description of Proposed Item:

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority, authorizing the acquisition and development of Enclave on Louetta located in Spring, Harris County, Texas 77388, and the execution of all required documents therefor.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to take such actions necessary or convenient to facilitate the acquisition and development of Enclave on Louetta (the "Project") pursuant to the memorandum dated May 6, 2025 from Jay Mason, Director of REID to Jamie Bryant, President & CEO.

4.	Department Head Approval	Jay Mason Signature Jay Mason (May 14, 2025 13:14 CDT)	Date:
5.	Statement regarding availability	y of funds by VP of Fiscal Operations	
	Funds Budgeted and Available	X Yes No Source Third Pa	arty Funding
	VP of FO Approval Signatur	e	Date:
6.	Approval of President & CEO	Jamie Bryant	
	Signatur		Date:



MEMORANDUM

TO:JAMIE BRYANT, PRESIDENT & CEOFROM:JAY MASON, DIRECTOR OF REIDSUBJECT:CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR AUTHORIZED
REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY, AUTHORIZING THE ACQUISITION AND
DEVELOPMENT OF ENCLAVE ON LOUETTA LOCATED IN SPRING, HARRIS COUNTY, TEXAS 77388, AND
THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.DATE:MAY 6, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the acquisition and development of Enclave on Louetta (the "Project").

BACKGROUND:

The Authority plans to acquire the site on which the Project will be located (the "Land").

Upon such acquisition, the Authority and SLM Louetta Group Partners, LP (the "Partnership"), a Texas limited partnership that of which the general partner is APV Louetta Farms GP, LLC, a Texas limited liability company (the "General Partner") that is wholly owned by Victory Redevelopment Corporation, a Texas nonprofit corporation and sponsored affiliate of the Authority ("VRC"), desire to enter into a ground lease (the "Ground Lease") granting site control of the Land to the Partnership.

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 or authorized representative of the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the acquisition and development of Enclave on Louetta (the "Project"), pursuant to the memorandum dated May 6, 2025 from Jay Mason, Director of REID to Jamie Bryant, President & CEO.

EXHIBIT A Formal Resolution

RESOLUTION NO. 3898

RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR AUTHORIZED REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION AND DEVELOPMENT OF THE ENCLAVE ON LOUETTA (THE "PROJECT")

WHEREAS, the Authority plans to acquire the site on which the Project will be located (the "Land");

WHEREAS, the Authority and SLM Louetta Group Partners, LP, (the "**Partnership**"), a Texas limited partnership that of which the general partner is APV Louetta Farms GP, LLC, a Texas limited liability company (the "**General Partner**") that is wholly owned by Victory Redevelopment Corporation, a Texas nonprofit corporation and sponsored affiliate of the Authority ("**VRC**"), desire to enter into a ground lease (the "**Ground Lease**") granting site control of the Land to the Partnership;

WHEREAS, in connection with the proceedings relating to the issuance and delivery by HHA Fountainview PFC (the "Issuer") of its Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025A and its Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025B in an aggregate principal amount not to exceed \$50,000,000 and pursuant to promissory notes in the same amount (collectively, the "Bond Notes"), the associated bond proceeds will be loaned to the Partnership (collectively, the "Bond Loans");

WHEREAS, in connection with the Bond Loans the Authority will be required to join in the execution of documents, including but not limited to the Multifamily Deed of Trust, Assignment of Leases and Rents, Security Agreement and Fixture Filing evidencing and/or securing the Bond Loans (the "**Bond Documents**");

WHEREAS, in connection with the transactions contemplated herein, the Authority desires to enter into a Memorandum of Understanding ("**MOU**") with SLM Louetta DevCo, LLC;

NOW, THEREFORE, in connection with the acquisition, development, construction and equipping of the Project, the Board of Commissioners hereby adopts the following resolutions:

BE IT RESOLVED, that the President and Chief Executive Officer of the Authority and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings related to the transactions described herein, including without limitation, the MOU, the Ground Lease, the Bond Documents, and any and all documents contemplated in connection with the Authority's acquisition of the Land (collectively, the "Agreements"), which the 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 President and Chief Executive Officer or his 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 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 President and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the 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 this 20th day of May, 2025.

ATTEST:

CHAIR

Secretary



REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B, and the execution of all required documents therefor.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient approving HHA Fountainview PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B; approving the form and substance of and authorizing the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily rental residential development; and containing other provisions relating to the subject, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated May 6, 2025, to Jamie Bryant, President & CEO.

1 /

4.	Department Head Approval	Signature Jay Mason (May 14, 2025 13:14 C	Date:
5.	Statement regarding availabilit	ty of funds by VP of Fiscal Operation	S
	Funds Budgeted and Available	X Yes No Source Thi	rd Party Funding
	VP of FO Approval Signatu	ire	Date:
6.	Approval of President & CEO	Jamie Rryant	
	Signatu	Jamie Bryant (May 14, 2025 11:25 PDT)	Date:



Transforming Lives & Communities

MEMORANDUM

TO: JAMIE BRYANT, PRESIDENT & CEO
 FROM: JAY MASON, DIRECTOR OF REID
 SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR AUTHORIZED REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY TO APPROVE HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE AND DELIVERY OF ITS MULTIFAMILY HOUSING REVENUE BONDS (ENCLAVE ON LOUETTA), SERIES 2025A AND TAXABLE MULTIFAMILY HOUSING REVENUE BONDS (ENCLAVE ON LOUETTA) SERIES 2025B, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
 DATE: MAY 6, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B, and the execution of all required documents therefor.

BACKGROUND

HHA Fountainview PFC (the "Issuer") was created by the Houston Housing Authority (the "Sponsor") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"). Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Issuer's tax-exempt debt. The Issuer is issuing the tax-exempt debt to provide financing for the development of Enclave on Louetta.

RECOMMENDATION

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

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient approving HHA Fountainview PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Enclave on Louetta), Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B; approving the form and substance of and authorizing the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily rental residential development; and containing other provisions relating to the subject, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated May 6, 2025, to Jamie Bryant, President & CEO.

RESOLUTION NO. 3899

RESOLUTION APPROVING ISSUANCE BY HHA FOUNTAINVIEW PFC OF THE HHA FOUNTAINVIEW PFC MULTIFAMILY HOUSING REVENUE BONDS (ENCLAVE ON LOUETTA) SERIES 2025A AND TAXABLE MULTIFAMILY HOUSING REVENUE BONDS (ENCLAVE ON LOUETTA) SERIES 2025B; APPROVING THE FORM AND SUBSTANCE OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS AND INSTRUMENTS NECESSARY TO CARRY OUT THE FINANCING OF SUCH MULTIFAMILY RENTAL RESIDENTIAL DEVELOPMENT; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT

WHEREAS, the HHA Fountainview PFC (the "Issuer") was created by the Houston Housing Authority (the "Sponsor") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"); and

WHEREAS, Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any of the Issuer's bonds; and

WHEREAS, the Board of Directors of the Issuer (the "Board") has determined to authorize the issuance, sale and delivery of the Issuer's Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025A and Taxable Multifamily Housing Revenue Bonds (Enclave on Louetta) Series 2025B (the "Bonds"), pursuant to and in accordance with the terms of an Indenture of Trust (the "Trust Indenture"), between the Issuer and BOKF, NA, as trustee; and

WHEREAS, the Board adopted a resolution on the date hereof authorizing the issuance of the Bonds (the "Issuer Resolution"); and

WHEREAS, the proceeds of the sale of the Bonds will be used for the purpose of lending the funds to SLM Louetta Group Partners, LP, a Texas limited partnership (the "Borrower"), to provide financing for the acquisition, construction and equipping of a multifamily rental housing development identified on Exhibit A of the Issuer Resolution located in Harris County, Texas known as the Enclave on Louetta (the "Project"), all in accordance with the Constitution and laws of the State of Texas; and

WHEREAS, it is deemed necessary and advisable that this Resolution be adopted;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSTON HOUSING AUTHORITY THAT:

Section 1. The Issuer Resolution, a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes, is hereby approved.

Section 2. The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Bonds shall never constitute an indebtedness or pledge of the Sponsor, the City of Houston, Harris County, or the State of Texas, within the meaning of any constitutional or statutory provision, and the owners of

the Bonds shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Issuer, the Sponsor, the City of Houston, Harris County, or the State of Texas except those revenues assigned and pledged by the Issuer in the Trust Indenture.

Section 3. The activities and expenditures authorized and contemplated by the Issuer Resolution are hereby in all respects approved.

Section 4. The officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this Resolution.

Section 5. This Resolution was considered and adopted at a meeting of the Board of Commissioners of the Sponsor that was noticed, convened, and conducted in full compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

Section 6. This Resolution shall be in full force and effect from and upon its adoption.

PASSED AND APPROVED this 20th day of May, 2025.

EXHIBIT A



Agenda Item

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority, authorizing the acquisition and rehabilitation of those certain apartments located at approximately 10600 Southdown Trace Trail, Houston, Texas 77034 and known as the Regency Park Apartments, and the execution of all required documents therefor.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to take such actions necessary or convenient to facilitate the acquisition and rehabilitation of the Regency Park Apartments (the "Project"), pursuant to the memorandum from Jay Mason, Director of REID dated May 6, 2025, to Jamie Bryant, President & CEO.

4.	Jay Mason Department Head Approval Signature	Date:
5.	Statement regarding availability of funds by VP of Fiscal Operations	
	Funds Budgeted and Available X Yes No Source Third Party F	unding
	VP of FO Approval Signature Dat	e:
6.	Approval of President & CEO Jamie Bryant	
	Signature Jamie Bryant (May 14, 2025 11:25 PDT) Dat	e:



MEMORANDUM

TO: JAMIE BRYANT, PRESIDENT & CEO
 FROM: JAY MASON, DIRECTOR OF REID
 SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR AUTHORIZED REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY, AUTHORIZING THE ACQUISITION AND REHABILITATION OF THE REGENCY PARK APARTMENTS, LOCATED AT 10600 SOUTHDOWN TRACE TRAIL, HOUSTON, HARRIS COUNTY, TEXAS 77034, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
 DATE: MAY 6, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the acquisition and rehabilitation of the Regency Park Apartments, located at 10600 Southdown Trace Trail, Houston, Harris County, TX 77034 (the "Project").

BACKGROUND:

The Authority plans to acquire the site on which the Project will be located (the "Land").

Upon such acquisition, the Authority and Pillar Regency, LP (the "Partnership"), a Texas limited partnership of which the general partner is VRC Regency GP, LLC, a Texas limited liability company (the "General Partner") that is wholly owned by Victory Redevelopment Corporation, a Texas nonprofit corporation and sponsored affiliate of the Authority ("VRC"), desire to enter into a ground lease (the "Ground Lease") granting site control of the Land to the Partnership.

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 or authorized representative of the Houston Housing Authority (the "Authority") to take such actions necessary or convenient to facilitate the acquisition and rehabilitation of the Regency Park Apartments, located at 10600 Southdown Trace Trail, Houston, Harris County, TX 77034 (the "Project") pursuant to the memorandum from Jay Mason, Director of REID dated May 6, 2025, to Jamie Bryant, President & CEO.

EXHIBIT A Formal Resolution

RESOLUTION NO. 3900

RESOLUTION AUTHORIZING THE PRESIDENT & CEO OR AUTHORIZED REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION AND REHABILITATION OF THE REGENCY PARK APARTMENTS, LOCATED AT 10600 SOUTHDOWN TRACE TRAIL, HOUSTON, HARRIS COUNTY, TX 77034 (THE "PROJECT")

WHEREAS, the Authority plans to acquire the Project, inclusive the land upon which it is constructed (the "Land");

WHEREAS, the Authority and Pillar Regency, LP (the "**Partnership**"), a Texas limited partnership of which the general partner is VRC Regency GP, LLC, a Texas limited liability company (the "**General Partner**") that is wholly owned by Victory Redevelopment Corporation, a Texas nonprofit corporation and sponsored affiliate of the Authority ("**VRC**"), desire to enter into a ground lease (the "**Ground Lease**") granting site control of the Land to the Partnership;

WHEREAS, to facilitate financing of the acquisition and development of the Project, the Authority will be required to join in the execution of documents, including but not limited to the mortgages, assignments of rents, security agreements, fixture filing statements, indemnity agreements, guaranties, development agreements, certificates, directions, approvals, waivers, notices, and other instruments evidencing and/or securing the loans (collectively, the "**Financing Documents**");

NOW, THEREFORE, in connection with the acquisition, development, construction and equipping of the Project, the Board of Commissioners hereby adopts the following resolutions:

BE IT RESOLVED, that the President and Chief Executive Officer of the Authority and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings related to the transactions described herein, including without limitation, the Ground Lease, the Financing Documents, and any and all documents contemplated in connection with the Authority's acquisition of the Land (collectively, the "Agreements"), which the 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 President and Chief Executive Officer or his 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 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 President and Chief Executive Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the 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 this 20th day of May, 2025.

ATTEST:

CHAIR

Secretary



REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the President & CEO or authorized representative of the Houston Housing Authority to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Regency Apartments), Series 2025, and the execution of all required documents therefor.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient approving HHA Fountainview PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Regency Apartments), Series 2025; approving the form and substance of and authorizing the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily rental residential development; and containing other provisions relating to the subject, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated May 6, 2025, to Jamie Bryant, President & CEO.

4.	Department Head Approval	Signature Jay Mason (May 14, 2025 13:14 CDT) Date:
5.	Statement regarding availabilit	ty of funds by VP of Fiscal Operations	
	Funds Budgeted and Available	X Yes No Source Third	Party Funding
	VP of FO Approval Signatu	ire	_ Date:
6.	Approval of President & CEO	Jamie Bryant Jamie Bryant (May 14, 2025 11:25 PDT)	
	Signatu	re Jamie Bryant (May 14, 2025 11:25 PDT)	_ Date:



Transforming Lives & Communities

MEMORANDUM

TO: JAMIE BRYANT, PRESIDENT & CEO
 FROM: JAY MASON, DIRECTOR OF REID
 SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR AUTHORIZED REPRESENTATIVE OF THE HOUSTON HOUSING AUTHORITY TO APPROVE HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE AND DELIVERY OF ITS MULTIFAMILY HOUSING REVENUE BONDS (REGENCY APARTMENTS) SERIES 2025, AND THE EXECUTION OF ALL REQUIRED DOCUMENTS THEREFOR.
 DATE: MAY 6, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO or authorized representative of the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient to approve HHA Fountainview PFC's Issuance, Sale and Delivery of its Multifamily Housing Revenue Bonds (Regency Apartments) Series 2025, and the execution of all required documents therefor.

BACKGROUND

HHA Fountainview PFC (the "Issuer") was created by the Houston Housing Authority (the "Sponsor") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"). Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Issuer's tax-exempt debt. The Issuer is issuing the tax-exempt debt to provide financing for the development of Regency Apartments.

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 or authorized representative of the Houston Housing Authority (the "**Authority**") to take such actions necessary or convenient approving HHA Fountainview PFC's Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds (Regency Apartments) Series 2025A; approving the form and substance of and authorizing the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily rental residential development; and containing other provisions relating to the subject, and the execution of all required documents therefor, pursuant to the memorandum from Jay Mason, Director of REID dated May 6, 2025, to Jamie Bryant, President & CEO.

RESOLUTION NO. 3901

RESOLUTION APPROVING HHA FOUNTAINVIEW PFC'S ISSUANCE, SALE AND DELIVERY OF MULTIFAMILY HOUSING GOVERNMENTAL NOTE (REGENCY APARTMENTS) SERIES 2025; APPROVING THE FORM AND SUBSTANCE OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS AND INSTRUMENTS NECESSARY TO CARRY OUT THE FINANCING OF SUCH MULTIFAMILY RENTAL RESIDENTIAL DEVELOPMENT; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT

WHEREAS, HHA Fountainview PFC (the "Governmental Lender") was created by the Housing Authority of the City of Houston d/b/a Houston Housing Authority (the "Sponsor") pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"); and

WHEREAS, Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any issuance of the Governmental Lender's tax-exempt debt;

WHEREAS, it is deemed necessary and advisable that this Resolution be adopted;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSTON HOUSING AUTHORITY THAT:

Section 1. The Sponsor authorizes the issuance by the Governmental Lender of its HHA Fountainview PFC Multifamily Housing Governmental Note (Regency Apartments) Series 2025 in substantial accordance with the resolution of even date herewith adopted by the Board of Directors of the Governmental Lender (the "Governmental Lender Resolution"), a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes.

Section 2. The Governmental Note, which will be issued in an aggregate principal amount not to exceed \$30,000,000, to finance the acquisition and rehabilitation of a multifamily housing residential rental development located at approximately 10600 Southdown Trace Trail, Houston, Texas 77034, including, without limitation, utilities, foundation, structures and equipment (collectively, the "Project"), are hereby approved pursuant to Section 303.071 of the Act.

Section 3. The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Governmental Note shall never constitute any indebtedness or pledge of the Sponsor, the City of Houston or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Governmental Note shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Governmental Lender, the Sponsor, the City of Houston or the State of Texas except those revenues assigned and pledged by the Governmental Lender in the Funding Loan Agreement (as defined in the Governmental Lender Resolution).

Section 4. The issuance of the Governmental Note to assist in the financing of the Project will promote the public purposes set forth in Section 303.002 of the Act, will accomplish

a valid public purpose of the Sponsor by providing for the acquisition, rehabilitation, rehabilitation, repair, equipping, furnishing and placement in service of public facilities, and will provide decent, safe, and sanitary urban housing for persons of low income.

Section 5. An income that is greater than 140% of median gross income for the Houston area is the amount of income that the Sponsor considers necessary for families or persons to live, without financial assistance, in decent, safe and sanitary housing without overcrowding.

Section 6. The programs and expenditures authorized and contemplated by the Governmental Lender Resolution are hereby in all respects approved.

Section 7. The President and CEO, Vice President and Secretary of the Sponsor and the other officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers, including without limitation, a ground lease between the Sponsor and Pillar Regency, LP, as such officers deem to be necessary and advisable to carry out the intent and purposes of this Resolution.

Section 8. This resolution shall be in full force and effect from and upon its adoption.

PASSED this 20th day of May, 2025.

ATTEST:

Chair

Secretary

<u>Exhibit A</u>

GOVERNMENTAL LENDER RESOLUTION

[To be attached]



REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to (1) release to the public an executive summary of an investigative report prepared following Resolution No. 3828; and (2) waive the attorney-client privilege only to the extent necessary to release the executive summary.

2. Date of Board Meeting: May 20, 2025

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes Jamie Bryant, President & CEO, to release to the public an executive summary of an investigative report prepared following Resolution No. 3828; and (2) waive the attorney-client privilege only to the extent necessary to release the executive summary. This action is pursuant to the memorandum from Jamie Bryant, President & CEO, dated May 14, 2025, to the Houston Housing Authority Board of Commissioners.

4. Approval of President & CEO Signature

Jamie Bryant (May 14, 2025 15:30 PDT)

Date:



MEMORANDUM

TO:HOUSTON HOUSING AUTHORITY BOARD OF COMMISSIONERSFROM:JAMIE BRYANT, PRESIDENT & CEOSUBJECT:CONSIDERATION AND/OR TO TAKE ACTION TO (1) AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO
RELEASE TO THE PUBLIC AN EXECUTIVE SUMMARY OF AN INVESTIGATIVE REPORT PREPARED
FOLLOWING RESOLUTION NO. 3828; AND (2) WAIVE THE ATTORNEY-CLIENT PRIVILEGE ONLY TO THE
EXTENT NECESSARY TO RELEASE THE EXECUTIVE SUMMARYDATE:MAY 14, 2025

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO or designee to release to the public an executive summary of an investigative report.

BACKGROUND:

On October 15, 2024, the Houston Housing Board of Commissioners adopted Resolution No. 3828. That resolution authorized outside legal counsel to investigate the Houston Housing Authority's practices related to the award of contracts and the approval of payments under awarded contracts and report the findings to the Board of Commissioners of the Houston Housing Authority.

Outside legal counsel completed the investigation. Because the materials prepared by outside legal counsel contain legal advice and recommendations, they are attorney-client privileged. Only the Board of Commissioners can waive the Houston Housing Authority's attorney-client privilege. This matter is important to our constituents, and I recommend releasing the executive summary prepared by outside counsel. In approving this board resolution, the Board of Commissioners waives the attorney-client privilege only to the extent necessary for the President & CEO to release the executive summary. The attorney-client privilege is not waived, nor intended to be waived, as to any other materials or communications.

RECOMMENDATION:

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

Resolution: That the Houston Housing Authority Board of Commissioners (1) authorizes Jamie Bryant, President & CEO, to release to the public an executive summary of an investigative report prepared following Resolution No. 3828; and (2) waives the attorney-client privilege only to the extent necessary to release the executive summary. This action is pursuant to the memorandum from Jamie Bryant, President & CEO, dated May 14, 2025, to the Houston Housing Authority Board of Commissioners.

PRESIDENT AND CEO REPORT FOR THE MONTH ENDING APRIL 30, 2025

I.	Executive Summary	51
II.	Low-Income Public Housing	52
III.	Housing Choice Voucher Program	60
IV.	Real Estate, Investment and Development	61
V.	Addendum: Open Solicitation Log	63
VI.	Addendum: Operating Statements	64

LOW-INCOME PUBLIC HOUSING

On April 30, 2025, the Low-Income Public Housing (LIPH) program had an adjusted vacancy rate of 4.6%. As of May 1, 2025, rent collection for April was 77.8% of rents billed on an adjusted cash accounting basis.

There are currently 24,532 active applications for the Public Housing Waiting List, which represents a decrease of 0.0% from last month.

Low-Income Public Housing								
	February		N	1arch	April			
Vacancy Rate	2	.7%	4	1.1%	4	4.6%		
Rent Collection	80	0.1%	7	6.1%	77.8%			
Unit Turnaround Time (Days)		59		71	78			
Avg. Non-Emergency Work Order Days	8	3.62	1	11.73		6.83		
Waiting Lists	Duplicated	Unduplicated	Duplicated	Unduplicated	Duplicated	Unduplicated		
	24,542	10,270	24,542	10,247	24,532	10,247		

VOUCHER PROGRAM OPERATIONS

In April 2025, the VPO staff completed 1,030 annual re-examinations. The VPO department also completed 300 interims, 185 change of units (moves), 16 New Admissions, and 11 portability move-in transactions.

As of April 30, 2025, 389 families are enrolled in the Family Self Sufficiency (FSS) program; 200 of the 389 (51%) families are eligible for escrow and currently have an FSS escrow balance.

The PIH Information Center (PIC) reporting rate for the one-month period ending April 30, 2025 was 96%.

Voucher Program Operations									
	February 2025	March 2025	April 2025						
Households	19,170	19,111	19,108						
ABA Utilization/Unit Utilization	103.4%/93.1%	90.7%/95%	91.7%/94.7%						
Reporting Rate	98%	96%	96%						
Annual Reexaminations Completed	885	1,693	1,030						
HQS Inspections	1,151	1,615	1,487						
Waitlist	18,276	18,276	18,276						

PROPERTY MANAGEMENT SUMMARY

			Va	icancy			Unit Turnaround Time (YTD)					
PMC	February		March		April		February		March		April	
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	0.0	А	0.0	А	0.0	А	0.0	А	33.0	D	33.0	D
Lynd	0.9	А	2.7	В	2.6	В	64.0	F	79.4	F	58.7	F
J. Allen	2.6	В	3.5	С	4.4	D	73.3	F	88.6	F	106.1	F
Dorchester	1.8	А	1.9	А	1.5	А	43.2	E	57.7	F	51.3	F
Tarantino	5.1	E	5.2	E	5.4	E	66.0	F	66.0	F	114.0	F

				y Work O within 24			Routine Work Orders					
PMC	February f			larch April		February		March		April		
	%	Grade	%	Grade	%	Grade	Days	Grade	Days	Grade	Days	Grade
Orion	100	А	100	А	100	А	5.0	А	31.0	С	8.0	А
Lynd	100	Α	100	А	100	Α	15.4	А	16.8	А	4.5	А
J. Allen	100	Α	100	А	100	Α	12.8	Α	12.9	А	11.4	А
Dorchester	100	А	100	А	100	Α	3.3	Α	2.9	А	1.9	А
Tarantino	100	А	100	А	100	А	7.5	А	6.4	А	1.0	А

	Rent Collection									
PMC	February		Ma	arch	April					
	%	Grade	%	Grade	%	Grade				
Orion	42.3	F	14.3	F	40.0	F				
Lynd	77.8	F	75.4	F	85.7	F				
J. Allen	89.0	F	88.3	F	82.9	F				
Dorchester	92.5	D	83.1	F	79.3	F				
Tarantino	63.5	F	60.4	F	61.1	F				

PHAS Score	Occupancy Rate	Avg. Total Turnaround Days	Rent Collection Percentage	Avg. W/O Days
А	98 to 100	1 to 20	98 to 100	≤24
В	97 to 97.9	21 to 25	96 to 97.9	25 to 30
С	96 to 96.9	26 to 30	94 to 95.9	31 to 40
D	95 to 95.9	31 to 40	92 to 93.9	41 to 50
E	94 to 94.9	41 to 50	90 to 91.9	51 to 60
F	≤93.9	≥51	≤89.9	≥61

PUBLIC HOUSING MANAGEMENT ASSESSMENT

VACANCY RATE	Goal 2.0%	Actual 4.6%	А	0 to 2			
			В	2.1 to 3			
This indicator examines the vacancy rate,		-	С	3.1 to 4			
unit turnaround time. Implicit in this indi	D	4.1 to 5					
to track the duration of vacancies and un ready time, and lease-up time.	Е	5.1 to 6					
	F	≥6.1					
RENT COLLECTION (YTD)	Goal 98%	Actual 77.8%	А	98 to 100			
			В	96 to 97.9			
This report examines the housing authori			С	94 to 95.9			
residents in possession of units during balance of uncollected dwelling rents as			D	92 to 93.9			
collected.	a percentage of tota	in dwelling rents to be	E	90 to 91.9			
			F	≤89.9			
EMERGENCY WORK ORDERS	Goal 100%	Actual 100%	A	99 to 100			
-	have a find a standard the second	1	В	98 to 98.9			
This indicator examines the average num	•	• •	С	97 to 97.9			
work order to be completed. Emergency hours or less and must be tracked.	work orders are to be	e completed within 24	D	96 to 96.9			
nours of less and must be tracked.			Е	95 to 95.9			
			F	≤94.9			
No. 5			•	12.1			
NON-EMERGENCY WORK ORDERS	Goal 3 Days	Actual 6.83 Days	A	≤24			
This indicator evenings the everage num	har of days that it tak	oc for a work order to	В	25 to 30			
This indicator examines the average numl be completed. Implicit in this indicator is			C	31 to 40			
in terms of how HHA accounts for and co			D	41 to 50			
preparing/issuing work orders.			E	51 to 60			
			F	≥61			
ANNUAL INCRECTIONS	Cool 100%	Actual 25 60/	۸	100			
ANNUAL INSPECTIONS	Goal 100%	Actual 35.6%	A	100 07 to 00			
This indicator examines the percentage	of units that HHA	inspects appually to	B	97 to 99			
determine the short-term maintenance n			C	95 to 96.9			
Implicit in this indicator is the adequacy o	•		D E	93 to 94.9 90 to 92.9			
	quality of HHA's inspections and how HHA tracks both inspections and needed						
repairs.			F	≥89.9*			
*PMCs have discretional authority to se month, as long as all inspections are com		•					

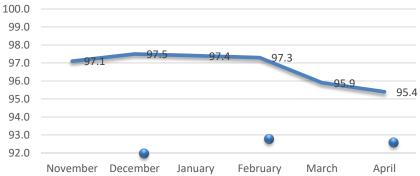
VACANCY RATE AND TURNAROUND DAYS

Low-Income Public Housing Development	РМС	ACC Units	Approv ed Units Offline	Total Available ACC Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnarou nd Days YTD	Grade
Bellerive	J. Allen	210	0	210	205	5	97.6%	В	344	4	86	F
Cuney Homes	Lynd	553	0	553	511	42	92.4%	F	202	3	67	F
Ewing	Lynd	40	0	40	40	0	100.0%	А	0	0		А
Irvinton Village	Tarantino	308	0	308	295	13	95.8%	D	340	3	113	F
Kelly Village	Dorchester	270	0	270	262	8	97.0%	В	469	10	47	Е
Kennedy Place	Dorchester	108	0	108	108	0	100.0%	А	249	4	62	F
Lyerly	J. Allen	199	0	199	185	14	93.0%	F	785	7	112	F
Mixed-Income Developments												
Fulton Village	Lynd	108	0	108	105	3	97.2%	В	178	3	59	F
Heatherbrook	Lynd	53	0	53	53	0	100.0%	А	148	3	49	Е
Independence Heights	Orion	36	0	36	36	0	100.0%	А	33	1	33	D
Lincoln Park	Tarantino	200	0	200	187	13	93.5%	F	344	3	115	F
Oxford Place	J. Allen	230	0	230	221	9	96.1%	С	357	3	119	F
Totals		2,315	0	2,315	2,208	107	95.4%	D	3,449	44	78	F
Section 8 New Construction Development	РМС	S8 NC Units	Units Offline	Total Available S8 NC Units	Occupied Units	Vacant Units	Occupancy Percentage	Grade	Total Vacant Days	Units Turned YTD	Avg. Total Turnarou nd Days YTD	Grade
Long Drive	Tarantino	100	0	100	99	1	99.0%	A	38	1	38	D
Totals		100	0	100	99	1	99.0%	Α	38	1	38	D

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

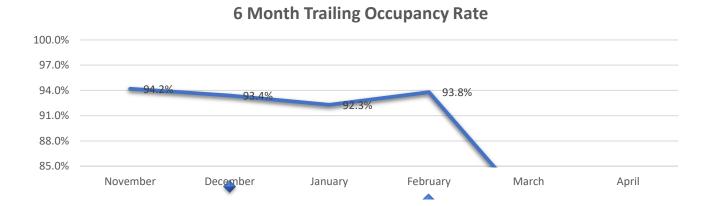
PHAS Score	Occupancy Rate	Avg. Total Turnaround Days
Α	98 to 100	1 to 20
В	97 to 97.9	21 to 25
С	96 to 96.9	26 to 30
D	95 to 95.9	31 to 40
E	94 to 94.9	41 to 50
F	≤93.9	≥51

Six Months Trailing Occupancy Rate



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	42	83.3%
Peninsula Park	Orion	280	0	280	0	14	95.0%
Pinnacle at Wilcrest	Embrey	250	0	250	0	3	98.8%
Uvalde Ranch	Hettig- Kahn	244	0	244	0	30	87.7%
Willow Park	Embrey	260	0	260	0	3	98.8%
Telephone Rd	Tarantino	200	0	200	0	0	100.0%
TOTALS		1,486	0	1,486	0	92	93.8%
RAD-PBV							
Allen Parkway Village	Orion	278	2	78	0	215	22.7%
Historic Oaks of APV	Orion	222	222		0	222	0.0%
HRI-Victory	Orion	140	140		0	10	92.9%
Sweetwater Point	Lynd	260	2	60	0	29	88.8%
TOTAL		900	9	00	0	476	51.1%

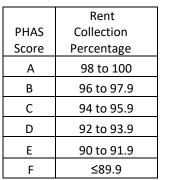
TAX CREDIT APARTMENT LEASING/OCCUPANCY INFORMATION



RENT COLLECTION

Low-Income Public Month Month YTD % YTD % YTD									
Housing Development	РМС	Billed	Collected	% Collected	Grade	YTD Billed	Collected	Collected	Grad
Bellerive	J. Allen	\$62,503	\$57,425	91.88%	Е	\$252,925	\$234,078	92.55%	D
Cuney Homes	Lynd	\$112,678	\$93,430	82.92%	F	\$475,457	\$346,291	72.83%	F
Ewing	Lynd	\$9,752	\$8,139	83.46%	F	\$39,768	\$34,859	87.66%	F
Irvinton Village	Tarantino	\$75,749	\$57,951	76.50%	F	\$279,919	\$224,354	80.15%	F
Kelly Village	Dorchester	\$63,597	\$50,813	79.90%	F	\$243,896	\$205,415	84.22%	F
Kennedy Place	Dorchester	\$39,416	\$30,863	78.30%	F	\$145,733	\$119,210	81.80%	F
Lyerly	J. Allen	\$56,865	\$56,167	98.77%	А	\$229,977	\$227,548	98.94%	Α
Mixed-Income Housing Development									
Fulton Village	Lynd	\$36,609	\$34,043	92.99%	D	\$157,637	\$124,503	78.98%	F
Heatherbrook	Lynd	\$15,658	\$14,181	90.57%	Е	\$48,294	\$44,227	91.58%	E
Independence Heights	Orion	\$10,040	\$4,020	40.04%	F	\$36,318	\$12,338	33.97%	F
Lincoln Park	Tarantino	\$44,740	\$15,668	35.02%	F	\$180,967	\$52,343	28.92%	F
Oxford Place	J. Allen	\$42,815	\$20,814	48.61%	F	\$149,553	\$96,038	64.22%	F
Totals		\$570,422	\$443,513	77.75%	F	\$2,240,444	\$1,721,203	76.82%	F

Construction Development	РМС	Month Billed	Month Collected	% Collected	Grade	YTD Billed	YTD Collected	% YTD Collected	Grade
Long Drive	Tarantino	\$21,361	\$19,819	92.78%	D	\$84,505	\$54,866	64.93%	F
Totals		\$21,361	\$19,819	92.78%	D	\$84,505	\$54,866	64.93%	F



	6 Months Trailing Rent Collection Rate
110.0%	
105.0%	
100.0%	
95.0%	
90.0%	89.5%
85.0%	November December January February March April

Percentage Low-Income Public **Emergency W/O** Completed within 24 Housing **Emergency Work Completed within** Development PMC **Orders Generated** hours 24 hours Grade 0 Bellerive J. Allen 0 N/A Α 5 5 Lynd **Cuney Homes** 100.0% Α 0 Ewing Lynd 0 N/A Α Irvinton Village Tarantino 102 102 Α 100.0% Kelly Village Dorchester 6 6 100.0% А Kennedy Place Dorchester 4 4 100.0% Α J. Allen 26 26 100.0% Α Lyerly Mixed-Income Housing Development Fulton Village N/A Lynd 0 0 А Heatherbrook 0 0 N/A Lynd А Independence 2 2 Orion 100.0% Α Heights 3 3 Lincoln Park Tarantino 100.0% Α **Oxford Place** J. Allen 16 16 100.0% Α Totals 100.0% 164 164 Α

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

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

Low-Income Public Housing Development	РМС	Work Orders Generated	Average Completion Time (Days)	Grade
Bellerive	J. Allen	283	3.03	А
Cuney Homes	Lynd	290	4.06	А
Ewing	Lynd	37	7.51	А
Irvinton Village	Tarantino	56	1.00	А
Kelly Village	Dorchester	196	1.83	А
Kennedy Place	Dorchester	53	2.36	А
Lyerly	J. Allen	198	1.37	А
Mixed-Income Housing				
Development				
Fulton Village	Lynd	2	30.00	В
Heatherbrook	Lynd	49	3.51	А
Independence Heights	Orion	2	8.00	А
Lincoln Park	Tarantino	120	1.00	А
Oxford Place	J. Allen	629	18.28	А
Totals	÷	1915	6.83	Α

NON-EMERGENCY WORK ORDERS

Section 8 New Construction Development		Work Orders Generated	Average Completion Time (Days)	Grade
Long Drive	Tarantino	1	1.00	А
Totals		1	1.00	Α



ANNUAL INSPECTIONS

Low-Income Public Housing Development	РМС	YTD Inspections Due	YTD Inspections Performed	Percentage Complete
Bellerive	J. Allen	210	210	100.0%
Cuney Homes	Lynd	553	72	13.0%
Ewing	Lynd	40	24	60.0%
Irvinton Village	Tarantino	308	0	0.0%
Kelly Village	Dorchester	270	12	4.4%
Kennedy Place	Dorchester	108	13	12.0%
Lyerly	J. Allen	199	128	64.3%
Mixed-Income Housing Development				
Fulton Village	Lynd	108	0	0.0%
Heatherbrook	Lynd	53	0	0.0%
Independence Heights	Orion	36	36	100.0%
Lincoln Park	Tarantino	200	200	100.0%
Oxford Place	J. Allen	230	128	55.7%
Totals		2,315	823	35.6%
Section 8 New Construction	РМС	Inspections Due	Inspections Performed	Percentage Complete

Construction Development	РМС	Inspections Due	Performed	Complete
Long Drive	Tarantino	100	60	60.0%
Totals		100	60	60.0%

*PMC's have until September 30th to complete all required inspections. Therefore, PMC's have the discretion of deciding how many inspections they want to perform each month.

HOUSING CHOICE VOUCHER HUD-GRADED SEMAP INDICATORS

			Score	Performance			
ANNUAL REEXAMINATION REPORTING RATE	Goal 96%	Actual 96%	10	≥96			
			5	90 to 95			
This Indicator shows whether the Agency co participating family at least every twelve (1	0	≤89					
CORRECT TENANT RENT CALCULATIONS	Goal 98%	Actual 100%	5	98 to 100			
This Indicator shows whether the Agency correct rent to owner in the Rental Voucher Progra	•	the family's share of	0	≤97			
PRECONTRACT HQS INSPECTIONS	Goal 100%	Actual 100%	5	98 to 100			
			0	≤97			
This Indicator shows whether newly leased the beginning date of the Assisted Lease an							
FSS ENROLLMENT	Goal 80%	Actual 108%	10	≥80			
			8	60 to 79			
as required. To achieve the full points for the have 80% or more of its mandatory FSS	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; 389 families are currently enrolled.						
FSS Escrow	Goal 30%	Actual 51%	10	≥30			
			5	≤29			
measuring the percentage of current FSS p entered in the PIC system that have had incr in escrow account balances. To achieve th 30% of a housing authority's enrolled familie are 389 families participating in the FSS p	This Indicator shows the extent of the Agency's progress in supporting FSS by measuring the percentage 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 389 families participating in the FSS program. Out of the 389 families, 200 (51%) of the families are eligible for escrow and currently have an FSS escrow						

REAL ESTATE, INVESTMENT, AND DEVELOPMENT

MAY 2025

RENOVATION PROJECTS

PUBLIC HOUSING DEFERRED MAINTENANCE AND CAPITAL IMPROVEMENTS

• Major Capital Projects

License Plate Reader (LPR) Cameras – On June 20, 2024, the Houston Housing Authority (HHA) signed a contract with Flock Safety to install 110 License Plate Reader (LPR) cameras on or near HHA properties. As of now, 108 cameras have been successfully installed, with 2 installations still pending due to permitting delays.

Since the start of 2024, these cameras have identified and reported 17,940 hits to law enforcement. An ongoing audit is currently reviewing cameras with no reported activity (hits). If any cameras are found to be inactive, they will be removed, which will reduce the annual fees charged for each camera.

<u>Update</u>

The Houston Housing Authority is working closely with Flock Safety and the Houston Police Department to gather data and assess the overall benefits of this program. However, due to delays in data collection, the completion of the final report has been pushed to May 2025. Upon the final completion it will be determined if the flock cameras will be removed.

- Heatherbrook Apartments—Rehabilitation of Exterior Envelope Updates and site.

<u>Update</u>

Construction is 100% complete. Substantial completion has been signed by all parties and we are working on final closeout documentation.

- HRI- Siding and Exterior Repairs to Historic Homes in Freeman's Town (4th Ward)

<u>Update</u>

The architect has completed construction documentation and submitted the revised package to the Historical Commission for review. Once approved, the HHA will submit solicitation packages for the onboarding of the general contract. The Historical Commission required the use of upgraded materials and additional construction details. To mitigate the delays, procuring a contractor and the permit review will run concurrently.

The solicitation has been approved by Finance. REID has submitted to open.gov and is currently waiting on procurement approval.

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.

<u>Update</u>

Construction is 52% complete for APV and 54% complete for HOAPV. Phases A and B construction are running concurrently with an anticipated completion of units as follows:

- Phase A:
 - \circ $\;$ APV $\;$ Starting March of 2025; $\;$
 - HOAPV Starting May 2025;
- Phase B:
 - APV Starting April/ May 2025;
 - HOAPV Starting May 2025;

Note units will be released for occupancy as the respective buildings have been completed.

The Houston Housing Authority and Franklin Development are finalizing an expedited construction schedule for Phases C & D, which will allow the renovation of units to be completed by December 2025 at the latest.

Phase A has received substantial completion on five buildings 201, 203, and 204, 206 and 208. Relocation is working with inspections in order to relocate our remaining tenants from Phases C and D back into Phase A. Relocation has begun, and 11 families have been relocated to Phase A to date.

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 have 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.

<u>Update</u>

The project is currently working toward a groundbreaking in July/ August 2025.

OPEN SOLICITATION LOG

MAY 2025

HHA'S PROCUREMENT DEPT.

Type	Solicitation #	Status	Department(s)	Description	Advertisement Date	Due Date
RFP	25-13	Open	REID	Building Envelope Consultant	4-28-2025	6-2-2025

OPERATING STATEMENTS: 3 MONTH ENDING MARCH 31, 2025

Central Office	Annual Budget 2025	MONTHLY	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
Total Operating Income	9,750,000	806,303	2,437,500	2,411,935	(25,565)
Operating Expenses					
Salaries and Benefits	5,487,500	461,037	1,371,875	1,360,624	11,251
Facilities and Other					
Administrative Expenses	3,870,000	313,955	967,500	945,876	21,624
Total Central Office Expenses	9,357,500	774,992	2,339,375	2,306,500	32,875
Surplus/(Use) of Business					
Activities Funds for COCC	392,500	31,311	98,125	105,435	7,310

Housing Choice Voucher Program	Annual Budget 2025	MONTHLY	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Administrative Operating Income					
Total Operating Income	16,344,100	1,356,050	4,086,025	4,045,276	(40,749)
Operating Expenses					
Salaries and Benefits	9,398,269	778,227	2,349,567	2,308,761	40,806
Administrative Expenses	2,186,100	178,305	546,525	536,251	10,274
COCC-Management Fees	4,618,062	386,403	1,154,516	1,141,276	13,240
Total Operating Costs Expenses	16,202,431	1,342,935	4,050,608	3,986,288	64,320
Cash Flow (Deficit) from Operations	141,669	13,115	35,417	58,988	23,571
Housing Assistance Payments (HAP)					
Housing Assistance Payment Subsidy	245,000,000	20,477,236	61,250,000	61,505,873	255,873
Investment Income on HAP Reserves	0	0	0	0	0
Housing Assistance Payments	245,000,000	20,786,800	61,250,000	61,196,457	53,543
HAP Current Year Excess (Use)	0	(309,564)	0	309,416	309,416

Affordable Housing Rental Programs	Annual Budget 2025	MONTHLY	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance
Operating Income					
HUD Subsidy - Low Rent					
Housing2826	15,038,095	1,245,997	3,759,524	3,735,634	(23,890)
Tenant Rental Income	12,987,245	1,071,033	3,246,811	3,240,276	(6,535)
Other Income	747,500	63,517	186,875	187,429	554
Capital Funds / Replacement					
Reserves	4,575,000	379,991	1,143,750	1,144,276	526
Total Operating Income	33,347,840	2,760,538	8,336,960	8,307,615	(29,345)
Operating Expenses					
Administrative Expenses	9,284,011	777,180	2,321,003	2,304,832	16,171
Tenant Services	462,474	37,153	115,619	113,291	2,328
Utilities	3,365,337	279,538	841,334	832,914	8,420
Maintenance	9,204,940	769,649	2,301,235	2,279,375	21,860
Protective Services	2,224,127	186,320	556,032	552,937	3,095
Insurance Expense	2,145,000	181,275	536,250	531,625	4,625
Other General Expense	250,000	20,286	62,500	60,482	2,018
Total Routine Operating					
Expenses	26,935,889	 2,251,401	6,733,972	6,675,456	58,516
Net Income from Operations	6,411,951	509,137	1,602,988	1,632,159	29,171
Non-routine Maintenance					
(Capital Funds)	4,275,000	345,313	1,068,750	1,045,637	23,113
Debt Service, including ESCO	1,905,875	162,350	476,469	473,642	2,827
Cash Flow (Deficit) from					
Operations	231,076	1,474	57,769	112,880	3,232