



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

January 20, 2021

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public, on the 20th day of January 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:32 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Present at 1:34 p.m.
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Mike Laster from the County Attorney's Office as general counsel to HCHA. Shannon Davis Hunter was present from Coats|Rose. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Melanie Fahey, Inglan Iniguez, , Jesus Menchaca, Debra McCray, Gayla Mickens, Fred Mitchell, and Vivian Clark of Harris County Housing Authority. Conrad Joe, and Janae Ladet were also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Horace Allison opened the meeting with a prayer, followed by Commissioner Joe Ellis, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM DECEMBER 16, 2020

Vice Chairman Joe Villarreal moved to approve the minutes from the December 16, 2020 Board meeting, Commissioner Joe Ellis seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the National Standards for Physical Inspection of Real Estate (NSPIRE) Proposed Rule, Landlord Incentives being studied by the U.S. Department of Housing and Urban Development (HUD) – Moving to Work Program and the Monthly Report.

Mr. Allison informed the Board that HUD is working to create a unified inspection protocol to assess housing quality across all HUD programs. NAHRO and industry leaders have been lobbying HUD for a simplified and reasonable inspection protocol. The same criteria used for the HCV Program would also be used for the Mod-Rehab program and other HUD housing programs. Creating a uniform inspection protocol started years ago when HUD created REAC. The aim is to create a more uniform inspection criteria/program. HUD is moving to a more practical standard that provides safe and habitable dwellings. In general, HUD is looking to reduce the number of inspectable areas, implementing annual self-inspection and reporting requirements. This inspection protocol is called NSPIRE.

Mr. Allison notified the Board that HUD is also studying Landlord Incentives. HUD will select Housing Authorities implementing various combinations of incentives to test the various alternatives' efficacy. The results will be compared to determine the best incentives to be proposed by HUD for implementation by all PHAs. HUD is looking at various incentives including but limited to the following: reimbursement for vacancy losses and tenant caused damages above the cost of the security deposit, incentive payments to landlords to join the HCV Program and alternative HQS inspection schedules under certain circumstances, waiver of mandatory initial inspection for HCV Program and front-end vacancy loss payment. The program is evolving, and the idea is to make it easier for Housing Authorities, the landlords, and the clients.

Mr. Allison presented the Monthly Reports for November 2020:

Annual Recertifications are being processed timely. HCHA issued 90 new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is above 53%. Lease terminations for clients' violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for November 2020 is 100%, the Single-Room Occupancy

(SRO) program is 90%, and the Veterans Affairs Supportive Housing (VASH) program is 98%.

Chairman Gerald Womack requested a Board of Commissioners Retreat be held within the next 60 to 90 days and that an invite be sent to the local HUD office. Chairman Womack also noted that Vice Chairman Joe Villarreal would comprise the committee to prepare and conduct the HCHA CEO's evaluation in June 2021. Lastly, Chairman Womack requested that the Board be provided with any new COVID-19 updates.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA November 2020 financial statements. The consolidated budget reflected revenue over budget by 21% and expenses over budget by 11%. Mr. Curry reviewed the Affordable Housing Development financial statements. Chairman Womack requested a quarterly update regarding the contracts and renewals.

VII. DEPARTMENT PRESENTATION

Debra McCray presented the HCV Program lease-up rates for November 2020. The HCV Program lease-up rates for November 2020 was 99.6%, and the year-to-date was 96.5%, the VASH Program was 97.6%, and the year-to-date was 96.0%, Jackson Hinds SRO Program was 90.1%, and the year-to-date was 95.8%. The Home Ownership Program experienced one closing in December, one home closing in January, and anticipates one additional home closing in February. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2021.

Lastly, Ms. McCray reviewed the location maps for the HCV Program, VASH Program, and Home Ownership Program. Chairman Womack requested that Ms. McCray forward all the maps to the Board of Commissioners and County Commissioners offices.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of November 2020. Mr. Babalola informed the Board that all existing properties are currently 92% leased or above for November 2020. Mr. Babalola noted that Louetta Village's, Heritage Estates', and Magnolia Estates' net incomes were under budget for November 2020.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board an architect had been retained to prepare the construction documents to correct the flooring failures at the Retreat at Westlock. The architect will also be responsible for monitoring and inspecting the repair work. The repair work is tentatively scheduled to begin in February 2021.

Mr. Babalola noted Fenix Estates I, LP will pay down the construction loan and complete the conversion of the construction loan to a permanent loan for The Villas at Eastwood (Fenix Estates). HCHA staff anticipates the final project closeout and loan conversion in January 2021.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 16% completed. In December 2020, the contractor completed the concrete pour for Building 2 and a portion of the site's driveways. The installation of the site utilities is ongoing.

The Hollows construction commenced in October 2020. During November 2020, the contractor continued with site clearing activities and started forming the building pads. In December 2020, the installation of building pads and site utilities continued. The project is 4% complete.

The Northwood Apartments construction started on January 15, 2021.

The Bluestem Apartments financial closing is tentatively scheduled for February 2021.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. The HAY Center received a notice of award from the City of Houston during December 2020 and a tentative verbal award from Harris County.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project. During November 2020, the concrete pour for the foundation for Building 8 and site driveways was completed. The installation of the retaining wall for the detention pond has been completed. The installation of the site utilities is ongoing. During December 2020, concrete pours for Buildings 7, 9, and 11 were completed. Framing has commenced for the Clubhouse and Building 1. The project is 23% complete.

Lastly, Mr. Babalola answered questions from the Board. Mr. Babalola will provide the Board of Commissioners with a map delineating HCHA development locations in each of the Harris County Commissioners' precincts and update the map as we move forward with additional developments.

VIII. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution approving the revision and submission of the Harris County Housing Authority 2022 Annual PHA Plan for the PHA (Public Housing Authority) Plan for the PHA Fiscal Year beginning April 1, 2021 to the U.S. Department of Housing and Urban Development (HUD)

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-01)

ACTION ITEM 3:

Resolution authorizing the renewal of the software support contracts with MRI Software, LLC

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-02)

ACTION ITEM 4:

Resolution authorizing the Chief Executive Officer to execute a second amendment to the Agreement with Lantana Communications Corporation for telephone products and services for Harris County Housing Authority

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-03)

ACTION ITEM 5:

Resolution by the Harris County Housing Authority approving and ratifying actions in connection with extending the financing of Fenix Estates: (I) Fenix Estates I, LP and Fenix Estates Commercial, LLC to enter into an amendment to the loan agreements with Citibank, N.A. and (II) to take such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Chairman Gerald Womack seconded, and the motion carried unanimously. (21-04)

ACTION ITEM 6:

Resolution by the Harris County Housing Authority authorizing the HCHA Redevelopment Authority, Inc. to purchase Hudson Limited Partner's interest in Baybrook Park Retirement Center, Ltd.

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-05)

ACTION ITEM 7:

Resolution for Harris County Housing Authority to enter into a new Employment Contract with Horace Allison as Chief Executive Officer

Chairman Gerald Womack moved to approve the resolution as amended to the following **"Resolution to amend the Employment Contract with Horace Allison as Chief Executive Officer"**, Commissioner Joe Ellis seconded, and the motion carried unanimously.
(21-06)

IX. EXECUTIVE SESSION

The Board went into executive session at 1:37 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

X. RECONVENE

The Board of Commissioners reconvened into public session at 2:45 p.m.

XI. ADJOURNMENT



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

February 24, 2021

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public, on the 24th day of February 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:32 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Mike Laster from the County Attorney's Office as general counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Melanie Fahey, Fred Mitchell, Debra McCray, Gayla Mickens, and Vivian Clark of Harris County Housing Authority. Mark Anderson was also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Beverly Burroughs opened the meeting with a prayer, followed by Debra McCray, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM JANUARY 20, 2021

Commissioner Joe Ellis moved to approve the minutes from the January 20, 2021 Board meeting, Vice Chairman Joe Villarreal seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the COVID-19 Vaccination Efforts, Paul Bettencourt Files SB 591, Homeownership Program, Harris County Community Services Department, February 2020 – Snowstorm, and the Monthly Report.

Mr. Allison informed the Board that Harris County Public Health Department (HCPHD) provided COVID-19 vaccinations to residents at 10 HCHA Developments. HCPHD administered 748 inoculations.

Mr. Allison provided an update regarding the Public Facilities Corporation (PFC) Model for developing housing. Paul Bettencourt filed a bill, SB 591, to close a loophole in the tax exemption provision for housing developed using the PFC Model. Currently, a housing developer under the PFC Model must lease 51% of the total number of units to families with incomes at 80% or less of the Area Medium Income (AMI) to receive a 100% property tax exemption. Jim Murphy has filed a Companion Bill – HB1604. The fundamental changes proposed in the bills would require governing bodies to adopt a resolution approving the proposed housing development before a project using the PFC Model is granted a tax exemption, it would require an additional 12%+/- of the units to be reserved for families at 50% AMI or less, it would require an additional 25%+/- of the unit to be reserved for families at 30% AMI or less, and would prohibit landlords from being able to refuse to lease to families participating in the HCV Program. HCHA only has one PFC deal located in Katy, Texas. HCHA staff continues to follow these bills, and HCHA staff recommends supporting these bills.

Mr. Allison highlighted a letter written by Homeownership Program participant Ms. Scott regarding the outstanding service provided by Ms. Adeline Benoit, Special Programs Manager. Ms. Scott explained that she did not understand how the Homeownership Program worked and indicated that Ms. Benoit explained the program in great detail, followed up to assist Ms. Scott in any way she could, and assisted Ms. Scott with identifying prospective lenders to finance her home. Ms. Scott is thrilled with the program services received and is excited to be a new homeowner. Mr. Allison thanked Ms. Benoit for her hard and dedicated work.

Mr. Allison acknowledged that in January 2021, the Harris County Community Services Department (HCCSD) conducted a HOME Program compliance review of the Retreat at Westlock. Mr. Allison received an HCCSD letter indicating no programmatic/financial findings or concerns were identified at the property. Mr. Allison thanked Mr. Samson Babalola, Ms. Gayla Mickens, and ITEX Property Management for a job well done.

Mr. Allison reviewed the Housing Choice Voucher (HCV) and Affordable Housing (AFH) property damage reports for the February 2021 Snowstorm. Mr. Allison noted that HCHA

was very fortunate and did not suffer voluminous damage to the HCV/AFH units/properties. Mr. Allison identified the number of units damaged and/or declared uninhabitable. Mr. Allison also noted that Sierra Meadows had 22-units damaged, Magnolia Estates had 12-units damaged, and Louetta Village had 11-units damaged. HCHA staff is working with the property management companies to help relocate residents as required and repair units damaged to allow the affected residents to remain and/or return to their units.

Mr. Allison presented the Monthly Reports for December 2020:

Annual Recertifications are being processed timely. HCHA issued 90 new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. Mr. Allison noted that another inspector would be hired via Nan McKay to get the damaged units inspected quicker. The pass rate for first-time inspections is above 54%. Lease terminations for clients' violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for December 2020 is 100%, the Single-Room Occupancy (SRO) program is 92%, and the Veterans Affairs Supportive Housing (VASH) program is 97%.

Mr. Allison answered questions from the Board. Chairman Gerald Womack requested that HCHA add information to the HCHA website regarding food distributions.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA December 2020 financial statements. The consolidated budget reflected revenue over budget by 21% and expenses over budget by 12%. Mr. Curry reviewed the Affordable Housing Development financial statements.

VII. DEPARTMENT PRESENTATION

Debra McCray presented the HCV Program lease-up rates for December 2020. The HCV Program lease-up rate for December 2020 was 99.6%, and the year-to-date was 96.6%, the VASH Program was 97.0%, and the year-to-date was 95.4%, Jackson Hinds SRO Program was 91.7%, and the year-to-date was 95.8%. The Home Ownership Program experienced one closing in February. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2021.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of December 2020. Mr. Babalola informed the Board that all existing properties are currently 95% leased or above for December 2020. Mr. Babalola noted that Cornerstone Village's, Louetta Village's, Heritage Estates', Baybrook Park's, Magnolia Estates', Cypresswood Estates', Sierra Meadows', Retreat at Westlock's, and The Villas at Eastwood's net incomes were under budget for December 2020.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that the flooring work is scheduled to commence on March 5, 2021. ITEX and the subcontractor are responsible for implementing and paying for all costs associated with the corrective actions.

Mr. Babalola noted Fenix Estates I, LP was able to pay down the construction loan and complete the conversion of the construction loan to a \$2.2 million permanent loan for The Villas at Eastwood (Fenix Estates).

Mr. Babalola noted that HCHA staff received comments on the draft site purchase and sale agreement from METRO. HCHA staff has responded to METRO's comments. HCHA staff awaits METRO's response.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 26% completed. In January 2021, the contractor completed the underground plumbing and continued forming the building pad for Building 5 and a portion of the site's driveways.

Mr. Babalola notified the Board that The Hollows project is 11% complete. In January 2021, the contractor continued installing site utilities and completed the concrete foundation pour for Building 1.

On January 15, 2021, the construction of the Northwood Apartments begun. In January 2021, the contractor started with site clearing and site surveying/staking activities.

The Bluestem Apartments financial closing is now scheduled for March 2021.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. In January 2021, a tax credit application was submitted to the Texas Department of Housing Community Affairs for the Residences at Arbor Oaks. There are no new updates on First Met Senior Apartments and The HAY Center.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project. The project is 29% complete. In January 2021, the contractor continued with framing on Buildings 1 through 7 and the Clubhouse.

Lastly, Mr. Babalola answered questions from the Board.

VIII. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution adopting and approving a revision of HCHA Check Writing Policy

Commissioner Joe Ellis moved to approve the resolution as amended to the following
"Resolution adopting and approving a revision of HCHA Check Writing and Wire

Transfer Policy,” Chairman Gerald Womack seconded, and the motion carried unanimously. (21-07)

ACTION ITEM 3:

Resolution authorizing a Broadband Communications Services Agreement with Comcast Cable Communications Management, LLC to provide internet services to Harris County Housing Authority clients

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-08)

ACTION ITEM 4:

Resolution authorizing a contract to purchase audio/visual equipment and technical programming services for the Harris County Housing Authority Board Room

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-09)

ACTION ITEM 5:

Resolution authorizing the negotiation and execution of a contract for Environmental Consulting Services

Commissioner Joe Ellis moved to approve the resolution, Chairman Gerald Womack seconded, and the motion carried unanimously. (21-10)

ACTION ITEM 6:

Resolution approving the Fiscal Year ending March 31, 2021 Budget Revision No. 1

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-11)

ACTION ITEM 7:

Resolution authorizing the negotiation and execution of a contract for Banking Services with Amegy Bank of Texas

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-12)

ACTION ITEM 8:

Resolution authorizing the payment of costs associated with the Eminent Domain case involving 1901 Hussion Street, Houston, Texas 77003

Vice Chairman Joe Villarreal moved to approve the resolution subject to the **verification of “Special Commissioners fees,”** Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-13)

ACTION ITEM 9:

Resolution authorizing the amendment of a contract for Land-Use Master Planning Services for HCHA's 91-Acre Tract near Lake Houston

Chairman Gerald Womack moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-14)

ACTION ITEM 10:

Resolution by the Harris County Housing Authority approving and ratifying actions in connection with partnership borrowing Community Development Block Grant-Disaster Recovery (CDBG-DR) financing for the Bluestem Apartments Project and such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-15)

ACTION ITEM 11:

Resolution by the Harris County Housing Authority approving actions in connection with lending Community Development Block Grant-Disaster Recovery (CDBG-DR) funds for the financing for the Bluestem Apartments Project and such other actions necessary or convenient to carry out this resolution

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-16)

ACTION ITEM 12:

Resolution by the Harris County Harris Authority (The "Authority") approving and ratifying: (i) for HCHA Bluestem GP, LLC (The "General Partner") to enter into an Amended and Restated Limited Partnership Agreement for the Partnership for NLH Bluestem, LP (The "Partnership"), (ii) for the Partnership to enter into a Ground Lease with the Authority, and (iii) such other actions necessary or convenient to carry out this resolution

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-17)

ACTION ITEM 13:

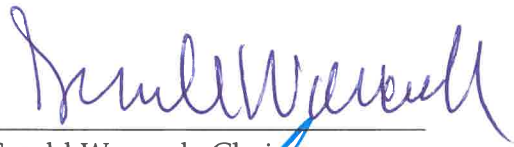
Resolution by the Harris County Harris Authority (The "Authority") approving and ratifying actions in connection with the Loan financing for Bluestem Apartments Project and such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-18)

IX. ADJOURNMENT

Commissioner Joe Ellis moved to adjourn at 3:27 p.m., Vice Chairman Joe Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 17th day of March 2021.



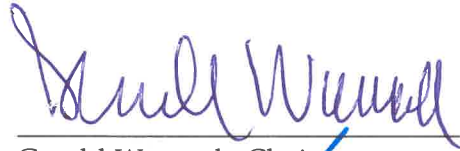
Gerald Womack, Chairman



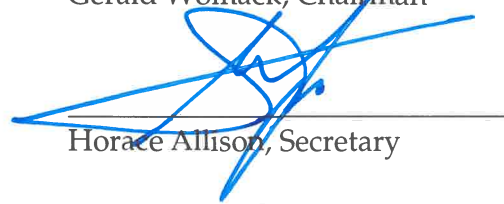
Horace Allison, Secretary

Vice Chairman Joe Villarreal moved to adjourn at 3:47 p.m., Commissioner Joe Ellis seconded, all were in favor, and the motion carried.

Adopted and approved this 24th day of February 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

March 17, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 17th day of March 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:32 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Absent
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Mike Laster from the County Attorney's Office as general counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Melanie Fahey, Fred Mitchell, Debra McCray, Gayla Mickens, and Vivian Clark of Harris County Housing Authority. Mandy Merchant and Elizabeth Richardson from CLA Connect were also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Melanie Fahey opened the meeting with a prayer, followed by Commissioner Joe Ellis, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM FEBRUARY 24, 2021

Commissioner Joe Ellis moved to approve the minutes from the February 24, 2021 Board meeting, Vice Chairman Joe Villarreal seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the HCHA Draft Independent Audit, Board Retreat, New HUD Secretary – Marcia Fudge, HUD Notice on HCV Shared Housing, Customer Appreciation Letters, and the Monthly Report.

Mr. Allison requested that the Board go into Executive Session for a presentation of the preliminary HCHA Draft Independent Audit.

Mr. Allison informed the Board that preparations are being made for the Board Retreat. The Board Retreat will begin at 10:00 a.m. on April 20, 2021 and April 21, 2021. HCHA staff will discuss the 2020 Year-End Review, 2021 Goals and Objectives, and the 5-Year Plan. HCHA staff will be inviting guest speakers from the U.S. Department of Housing and Urban Development (HUD), Houston Housing Authority, Harris County Community Services Department, and the larger affordable housing community.

Mr. Allison discussed the appointment of the new HUD Secretary, Marcia Fudge, by President Joe Biden. The Senate confirmed Ms. Fudge on March 1, 2021. Mr. Allison highlighted HUD Secretary Fudge's qualifications. HUD Secretary Fudge is an advocate for the Affordable Housing, Homeownership, and Community Revitalization Programs.

Mr. Allison commented on the updated notice from HUD on the HCV Program - Shared Housing Regulations. Mr. Allison explained that an HCV-assisted family and an un-assisted could occupy a single housing unit. The unit must consist of a common space and private space for each family/household. HUD also clarifies that the owner may reside in the unit; however, the owner cannot be related by blood or marriage to the assisted family. This could benefit our senior clients that may be looking to downsize. This information will be shared with HCHA clients.

Mr. Allison acknowledged the receipt of HCHA customer appreciation letters regarding the HCV Program - Landlord Briefings that are being conducted online. Mr. Allison noted that the customer appreciation letters address the exceptional quality and thoroughness of the briefing presentations provided by Terrance James, the HCV Program - Senior Admissions Manager. Mr. Allison noted that 300 landlords were invited, 146 attended, and 28 landlords watched via the HCHA video link. The next briefing will be conducted on June 3, 2021.

Mr. Allison presented the Monthly Reports for December 2020:

Annual Recertifications are being processed timely. HCHA issued 40 new vouchers. HCHA staff continues to conduct Intake Briefings online via video

conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 73%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for January 2021 is 104%, the Single-Room Occupancy (SRO) program is 94%, and the Veterans Affairs Supportive Housing (VASH) program is 100%.

Mr. Allison answered questions from the Board. Chairman Gerald Womack requested that HCHA add information to the HCHA website regarding community-wide food distribution dates and locations.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA January 2021 financial statements. The consolidated budget reflected revenue over budget by 13% and expenses under budget by 1%. Mr. Curry answered questions from the Board.

VII. DEPARTMENT PRESENTATION

Debra McCray presented the HCV Program lease-up rates for January 2021. The HCV Program lease-up was 96.6%, and year-to-date rate for January 2021 was 103.7%, and the VASH Program was 95.4%, and year-to-date was 99.6%, and Jackson Hinds SRO Program was 95.8%, and year-to-date was 93.1%. The Home Ownership Program experienced one closing in January, and one client became self-sufficient. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2021. Chairman Womack requested that staff add articles regarding families participating in the Homeownership Program to the HCHA website.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of January 2021. Mr. Babalola informed the Board that all existing properties are currently 94% leased or above for January 2021. Mr. Babalola noted that Baybrook Park's, Cypresswood Estates', and the Retreat at Westlock's net incomes were under budget for January 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that the Retreat at Westlock flooring repairs could not start until April 2021 due to the contractor's schedule being impacted by the winter storm. HCHA staff and ITEX are also working on revising the architectural agreement to add additional provisions/responsibilities to the Architect's services needed.

Mr. Babalola noted Fenix Estates I, LP's mortgage payment was due and paid the first of March.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 29% completed. In February 2021, the contractor completed

pouring the foundation for Building #2.

Mr. Babalola notified the Board that The Hollows project is 14% complete. In February 2021, the contractor continued installing site utilities and has completed the concrete foundation pour for Building #3 and #5.

In February 2021, the contractor for Northwood Apartments continued the site clearing and site surveying/staking activities. In addition, the contractor commenced the installation of site utilities (sanitary sewer) for the project. The project is 1% complete.

The Bluestem Apartments financial closing is now scheduled for March 2021.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. In January 2021, a tax credit application was submitted to the Texas Department of Housing and Community Affairs for the Residences at Arbor Oaks. There are no new updates on First Met Senior Apartments and The HAY Center.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project. In February 2021, the contractor completed the framing for Building #1 and continued the window and mechanical, electrical, and plumbing systems rough-in. The contractor also continued framing Buildings #2 through #7 and Buildings #9 through #11. Lastly, the contractor is continuing the mechanical, electrical, and plumbing systems rough-in for the Clubhouse. The project is 39% complete.

Melanie Fahey reviewed the Communications Report for February 2021, informing the Board of articles published in the Houston Chronicle and Houston Business Journal. Ms. Fahey reviewed the upcoming public events scheduled for HCHA. HCHA staff is working to confirm the dates for Bluestem and the Grand Opening for The Villas at Eastwood. Ms. Fahey noted that she continues to update all Social Media sites. Ms. Fahey also mentioned that Google Analytics was added to the HCHA website. This tool assesses how many people have reviewed the website. Chairman Womack would like the website updated with the new HCHA developments and lease/rental applications for the developments, directions to the HCHA office, employee contact information, and the Board's contact information.

VIII. EXECUTIVE SESSION

The Board went into executive session at 1:41 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

IX. RECONVENE

The Board of Commissioners reconvened into public session at 1:58 p.m.

X. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution approving and authorizing the execution of the renewal of an Interlocal

Agreement between the Harris County Housing Authority and the Texas Municipal League Intergovernmental Risk Pool to provide insurance coverage

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-19)

ACTION ITEM 3:

Resolution approving the Fiscal Year-End March 31, 2022 Budget

There was no action taken on this item.

ACTION ITEM 4:

Resolution approving and authorizing the execution of a Universal Membership Agreement between the Harris County Housing Authority and TALX Corporation to provide wage and employment verification services

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-20)

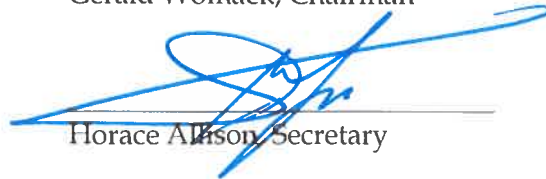
XI. ADJOURNMENT

Chairman Gerald Womack moved to adjourn at 3:27 p.m. Commissioner Joe Ellis seconded, all were in favor, and the motion carried.

Adopted and approved this 21st day of April 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

April 21, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 21st day of April 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:32 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present via phone
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Mike Laster from the County Attorney's Office as general counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Debra McCray, Gayla Mickens, Kimberly Rogers, and Vivian Clark of Harris County Housing Authority. Mandy Merchant and Elizabeth Richardson from CLA were in attendance. Kim Brode and Conrad Joe from Harris County Commissioners' offices were also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Horace Allison opened the meeting with a prayer, followed by Samson Babalola, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM MARCH 17, 2021

Commissioner Dr. Adriana Tamez moved to approve the minutes from the March 17, 2021 Board meeting, Commissioner Joe Ellis seconded, and the motion carried.

IV. PUBLIC COMMENTS

Kim Brode had public comments. Mandy Merchant and Elizabeth Richardson presented HCHA independent audit.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the President's FY 22 Discretionary Funding Report, U.S. Housing and Urban Development (HUD) Allocates \$700 Million for Affordable Housing, Housing and Land Use – Texas Metropolitan Blueprint, HUD 2020 Annual Homeless Assessment Report, HUD Mixed Status Rule Withdrawal, CDC Eviction Moratorium expires June 30, 2021, HUD Encourages Rental Repayment Agreements, The Way Home's Community Plan to End Homelessness, Goals, and Principles, Harris County Housing Authority Stats, and the Monthly Report.

Mr. Allison discussed the President's FY 22 Discretionary Funding Report. This report includes a \$2 Trillion Infrastructure and Recovery package, which includes \$213 Billion to produce, preserve, and retrofit 2 million units of affordable sustainable housing through grants, formula funding, targeted tax credits, and project base rental assistance. As well as \$40 billion to repair public housing, support homeownership, and home weatherization, etc. This funding will assist in developing new affordable housing.

Mr. Allison also discussed the allocation of \$700 million for affordable housing production through the Housing Trust Fund Program. The Housing trust fund is an affordable housing production program, wherein funds are allocated to the states. 80% of the funds are set aside for rental housing, 10% for homeownership, and 10% administrative and planning costs. These funds will assist in the preservation of affordable housing, i.e., acquisition, new construction, and rehabilitation. Developments created through the Housing Trust Fund Program will have a 30-year affordability restriction period, and it is expected that 5,440 additional units will be produced.

Mr. Allison informed the Board that the Texas Metropolitan Blueprint outlines major housing security and affordability issues in metropolitan areas. This report indicates that housing security and affordability issues have risen 37% and 38% respectively since 2010. Rising rents are squeezing the median renters, and homeownership is becoming a greater challenge. This report outlines ways to address the issue by promoting market-rate housing development, i.e., flexibility in land-use regulations, up-zoning, loosening parking requirements, streamlining the development process, and relaxing development restrictions. The report also suggests the enabling of more affordable housing partnerships, i.e., more collaboration between for-profit, non-profit, and the public sector, securing additional state funding to support non-profit initiatives with housing authorities, targeting the preservation of existing affordable housing, greater access to education, job market, and transportation services, etc. in urban areas, incentivizing the collaboration between non-profits and market-rate developers, and tweaking the LIHTC Program to incentivize more collaborations, etc.

Mr. Allison reviewed the 2020 Annual Homeless Assessment Report by HUD. This report indicates that 580,466 people experienced homelessness each night in the calendar year 2020. This is a 2.2% increase from 2019 in homelessness, and COVID-19 has made the homeless crisis worse. Key findings are that 18 out of 10,000 persons experience homelessness, and homelessness has increased over the last 4 consecutive years. We have experienced a 7% increase from 2019 in unsheltered individuals, a 15% increase of persons experiencing chronic homelessness from 2019, homelessness among families has not declined since 2010, veteran homelessness did not decline in 2020, and youth homelessness decreased by 2.2% since 2019. The report also stated that 39% of Black/African Americans experience homelessness, 47% of people in shelters are Black/African Americans, and 23% are Hispanic/Latinos. Progress is being made; however, homelessness still needs to be addressed in the United States.

Mr. Allison updated the Board on the Mixed-Status Rule Withdrawal. This rule was put in place by former President Trump. It prohibited rental assistance and/or prorated rental assistance to mixed-status families. The rule required verification of the immigration status of all family members and required the head of household to verify the eligible immigration status in all HUD-covered programs. President Biden issued an Executive Order on February 5, 2021, to withdraw this rule.

Mr. Allison noted that the CDC Eviction Moratorium expires on June 30, 2021. The courts will no longer require property owners to include additional pleading requirements in eviction petitions. To offset the impact of the expiring moratorium, HUD is encouraging PHAs and landlords to enter into rental repayment agreements in place of instituting eviction proceedings for non-payment of rent. There has not been formal guidance issued on the repayment agreement initiative for the HCV Program. HCHA staff will contact the landlords and encourage the entrance into repayment agreements spread out over a reasonable timeframe.

Mr. Allison notified the Board that HCHA staff has a seat on the steering committee of the Coalition for the Homeless of Houston/Harris County. The committee has developed the Way Home - Community Plan to target the end of homelessness in Houston/Harris County. This committee worked to develop a plan to make homelessness rare, brief, and non-recurring. The committee has worked on system changes with various service agencies, local governments, housing authorities, VA Medical Center, local non-profits, and community stakeholders to create a coordinated access system to efficiently deliver services to homeless individuals and develop much-needed affordable housing. Some of the goals established addressed racial inequity, expanded affordable housing, preventing homelessness, strengthened crisis response, refining engagement strategies for people living unsheltered, and building strong cross-system partnerships to end chronic family youth and veteran homelessness. These are all areas that the committee worked on to change homelessness in the City of Houston and Harris County.

Mr. Allison reviewed notable stats of a HUD report for HCHA. This report identified the various percentages of tenants by race/ethnicity, age, disabled, homeless at admission, adjusted monthly income, new admissions income, the type of units lived in by the tenant,

and the increase in rent in Harris County. This is a great tool, and the first time HUD has shared this report with HCHA. The report will aid HCHA in effectively managing the HCV Program.

Mr. Allison presented the Monthly Reports for February 2021:

Annual Recertifications are being processed timely. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 59%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for February 2021 is 105%, the Single-Room Occupancy (SRO) program is 88%, and the Veterans Affairs Supportive Housing (VASH) program is 101%.

Mr. Allison answered questions from the Board.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA February 2021 financial statements. The consolidated budget reflected revenue over budget by 15% and expenses under budget by 1%. Mr. Curry answered questions from the Board.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for February 2021. The HCV Program lease-up rate was 105.1% for February 2021 and 104.8% year-to-date, the VASH Program lease-up rate was 101.5% for February 2021, and 101.0% year-to-date, and Jackson Hinds SRO Program lease-up rate was 87.5% for February 2021, and 91.7% year-to-date. The Homeownership Program has one closing scheduled before the end of April and three new pre-approved homeownership loans. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2021.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of February 2021. Mr. Babalola informed the Board that all existing properties are currently 94% leased or above for February 2021. Mr. Babalola noted that Louetta Village and Cypresswood Estates' net incomes were under budget for February 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that the Retreat at Westlock flooring repairs started at the beginning of April 2021.

Mr. Babalola noted that METRO agreed to the changes to the purchase, sale, and maintenance agreement. The agreement will be finalized for execution and approval.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 31% complete. In March 2021, the contractor completed the construction for the elevator shafts for Building #2, and a concrete pour was completed for a portion of the site's paving.

Mr. Babalola notified the Board that The Hollows project is 16% complete. In March 2021, the contractor continued installing site utilities and completed the concrete foundations for Buildings #4 and #6.

In March 2021, the contractor for Northwood Apartments completed the site clearing and site surveying/staking activities. The contractor commenced forming building pads for the project. The project is 3% complete.

The Bluestem Apartments financial closing occurred on April 2, 2021. The project construction will begin shortly.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on Residences at Arbor Oaks, First Met Senior Apartments, and The HAY Center.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). In March 2021, the contractor continued installing windows and continued the mechanical, electrical, and plumbing systems rough-ins for Buildings #1 through #5. The contractor also continued framing Buildings #6 through #11. Lastly, the contractor is continuing the mechanical, electrical, and plumbing systems rough-ins for the Clubhouse. The project is 42% complete. Mr. Babalola answered questions from the Board. Chairman Womack asked for a report on the participation of M/WBE subcontractors working on the affordable housing projects currently under construction.

Mr. Allison reviewed the Communications Report for March 2021, informing the Board of articles published in the Bisnow and Houston Business Journal. Mr. Allison reviewed the upcoming public events scheduled for HCHA. HCHA staff is working to confirm the dates for Bluestem on April 29, 2021, and the Grand Opening for The Villas at Eastwood in May 2021. Mr. Allison noted that all information continues to be updated on the HCHA website. Mr. Allison acknowledged that the amount of HCHA social media followers continues to increase.

VIII. EXECUTIVE SESSION

The Board went into executive session at 3:20 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

IX. RECONVENE

The Board of Commissioners reconvened into public session at 3:50 p.m.

X. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution honoring Kimberly Rogers as the Harris County Housing Authority Employee of the Quarter (April – June 2021)

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-21)

ACTION ITEM 3:

Resolution adopting the Fiscal Year-End March 31, 2022 Budget

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-22)

ACTION ITEM 4:

Resolution authorizing Harris County Housing Authority to provide the U. S. Department of Housing and Urban Development the Annual Real Estate Assessment Center submission as prepared by the Harris County Housing Authority's Independent Auditors

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-23)

ACTION ITEM 5:

Resolution authorizing the negotiation and execution of the First Amendment of the Harris County Housing Authority Agreement with Novogradac & Company, LLP for Tax Credit Accounting and Financial Services for Fenix Estates to include Rebate Analysis Services

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-24)

ACTION ITEM 6:

Resolution adopting the revision and approving the submission of the Harris County Housing Authority 2022 Annual PHA (Public Housing Authority) Plan for the PHA Fiscal Year beginning April 1, 2021 to the U.S. Department of Housing and Urban Development

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-25)

ACTION ITEM 7:

Resolution authorizing the negotiation and execution of a new Interlocal Agreement with Harris County for the provision of Legal Services

Commissioner Joe Ellis moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-26)

ACTION ITEM 8:

Resolution authorizing the negotiation and execution of a Memorandum of Understanding with the Houston Furniture Bank

There was no action taken on this item.

ACTION ITEM 9:

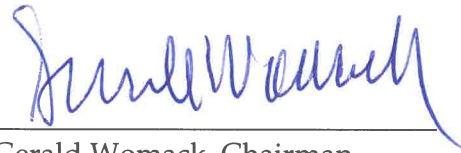
Resolution authorizing the negotiation and execution of an amendment to the contract for Planning, Engineering, and Surveying Services related to a Rule 76 determination and other development related purposes for a 91-acre tract near Lake Houston

There was no action taken on this item.

XI. ADJOURNMENT

Commissioner Dr. Adriana Tamez moved to adjourn at 3:52 p.m., Vice Chairman Joe Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 19th day of May 2021.



Gerald Womack, Chairman



Horace Allison, Secretary

Mr. Horace Allison opened the meeting with a prayer, followed by Vice Chairman Joe Villarreal, who led the Pledge of Allegiance, and Commissioner Joe Ellis, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM APRIL 21, 2021

Commissioner Dr. Adriana Tamez moved to approve the minutes from the April 21, 2021 Board meeting, Vice Chairman Joe Villarreal seconded, and the motion carried.

IV. PUBLIC COMMENTS

Kim Brode, Conrad Joe, and Janae Ladet had public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the Emergency Housing Vouchers Allocation, Mobility Demonstration Program, and the Monthly Report.

Mr. Allison informed the Board about the Emergency Housing Vouchers. HUD has awarded HCHA 243 Emergency Housing Vouchers. HCHA will confirm acceptance of the vouchers to HUD by the end of the month. HUD has issued 70,000 vouchers to 696 Public Housing Authorities. The vouchers are to assist individuals and families who are experiencing homelessness, at risk of experiencing homelessness, those who are fleeing or attempting to flee domestic violence, date violence, sexual assault, staking or human trafficking, for those where were recently homeless, for whom providing rental assistance will prevent family's homelessness, and at a high risk of housing instability situation. HCHA will partner with the local Continuum of Care (CoC) organization. This is a requirement that all referrals come through the local CoC. The local CoC will identify the homeless individuals and determine their eligibility. All referrals must come through CoC and CoC will determine eligibility for the program. HCHA will enter into a Memorandum of Understanding with CoC. Mr. Allison noted the following activity and eligibility fees listed below:

- Preliminary fee of \$400 per voucher
- Issuance fee of \$100 per voucher
- Placement fee of \$500 per voucher under HAP contract within 4 months of ACC Funding
- Placement fee of \$250 per voucher fee under HAP Contract 4-6 months of ACC Funding
- Ongoing Administrative Fee - \$74 - \$80
- Service fees of \$3,500 per voucher to provide various services such as application fees, holding fee, security deposit, utility deposit, landlord recruitment and outreach, landlord incentives/retention payments, moving expenses, renter's insurance, tenant readiness services, and household items.

Lastly, Mr. Allison noted that the initial funding is scheduled for July 30, 2021 and funding will stop at the end of calendar year 2022. There will be a basis for renewal funding at the end of calendar year 2022, but HUD has not outlined the specifics of the renewal. A unique feature of this program is once the voucher is used and a family leased-up, after September 30, 2023, the voucher will not be able to be used or reissued.

Mr. Allison updated the Board on the Mobility Demonstration Program. HCHA submitted an application on February 21, 2021 for 150 vouchers for this program. HCHA was not selected for an allocation of vouchers for this program. HCHA will request a debriefing no later than September 24, 2021. Mr. Allison will provide the Board with an update as to why HCHA was not selected to receive the vouchers after the debriefing.

Mr. Allison presented the Monthly Reports for March 2021:

Annual Recertifications are being processed timely. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 54%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for March 2021 is 104%, the Single-Room Occupancy (SRO) program is 82%, and the Veterans Affairs Supportive Housing (VASH) program is 101%.

Mr. Allison answered questions from the Board.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA March 2021 financial statements. The consolidated budget reflected revenue over budget by 15% and expenses under budget by 1%. Mr. Curry reviewed the Affordable Housing Development financial statements. Mr. Curry answered questions from the Board.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for March 2021. The HCV Program lease-up rate was 104.4% for March 2021 and 104.7% year-to-date, the VASH Program lease-up rate was 101.5% for March 2021, and 101.0% year-to-date, and Jackson Hinds SRO Program lease-up rate was 81.9% for March 2021, and 87.5% year-to-date. The Homeownership Program had one closing on April 1, 2021. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2021.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of March 2021. Mr. Babalola informed the Board that all existing properties are currently 94% leased or above for March 2021. Mr. Babalola noted that Cornerstone Village, Louetta Village, and Cypresswood Estates' net incomes were under budget for March 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that the Retreat at Westlock flooring repairs started on April 5, 2021. The work started with Building #4 (second and third floors) and has proceeded to Building #1 (second and third floors). The replacement work is scheduled to be completed by the end of May 2021.

Mr. Babalola informed the Board that HCHA received a request for more information from the Texas Department of Housing Community Affairs from its submission of the cost certification. HCHA staff has provided the majority of the requested information. The outstanding items from the request will be provided once a contract amendment is approved for the accounting consultant as it requires an expansion to their scope of services.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 32% complete and that the contractor commenced framing activities for Buildings #1 through #3 and the clubhouse. Mr. Babalola noted that the M/WBE participation in this project is 38%.

Mr. Babalola notified the Board that The Hollows project is 17% complete. In April 2021, the contractor continued installing paving for the site, and completed the concrete pour for Building #2. The M/WBE participation in this project is 24%.

In April 2021, the contractor for Northwood Apartments continued installing paving for the site and completed the concrete pour for Building #2. The contractor commenced forming building pads for the project. The project is 4% complete. The M/WBE participation is 31%.

The Bluestem Apartments financial closing occurred on April 2, 2021, and the virtual groundbreaking occurred on April 29, 2021. The development construction will begin May 2021.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on First Met Senior Apartments, and The HAY Center. The tax credit application for The Residences at Arbor Oaks was approved at the April 2021 Texas Department of Housing and Community Affairs Board Meeting. The financial closing calls have commenced with the lender and investor for the project. The development is projected to close end of June 2021/early July 2021.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The contractor commenced with installation of masonry and siding for Buildings #1 through #3. In addition, the contractor continued with installation of mechanical, electrical, and plumbing rough-ins for Buildings #4 and #5. Lastly, the contractor also continued framing and roof installation for Buildings #6 through #11. The project is 50% complete. The M/WBE participation in this project is 33%.

Lastly, Mr. Babalola noted that METRO informed HCHA that they will present the terms of the purchase and sale agreement to METRO's board today. Chairman Womack noted to make sure the County Commissioners offices are updated on the new developments.

VIII. EXECUTIVE SESSION

The Board went into executive session at 2:38 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

IX. **RECONVENE**

The Board of Commissioners reconvened into public session at 3:17 p.m.

X. **DISCUSSION AND ACTION ITEMS**

ACTION ITEM 2:

Resolution approving a Second Amendment of the Harris County Housing Authority agreement with Novogradac & Company, LLP for Tax Credit Accounting and Financial Services for Fenix Estates to include True Debt Analysis Services for an amount of \$4,500

Commissioner Joe Ellis moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-27)

ACTION ITEM 3:

Resolution authorizing the Chief Executive Officer to amend the Employee Handbook to implement a trial 4/10 Flexible Work Hours Plan

Vice Chairman Villarreal moved to approve the resolution as amended to the following *"Resolution authorizing the Chief Executive Officer to implement a trial period for a 4/10 Flexible Work Hours Plan,"* Commissioner Dr. Adriana Tamez seconded, and the amended motion carried unanimously. (21-28)

ACTION ITEM 4:

Resolution authorizing the negotiation and execution of an amendment to the Agreement for Planning, Engineering, and Surveying Services related to a Rule 76 determination and other development related purposes for a 91-acre tract near Lake Houston

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-29)

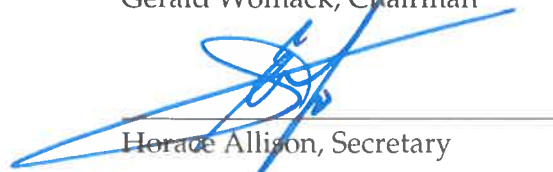
XI. **ADJOURNMENT**

Commissioner Joe Ellis moved to adjourn at 3:24 p.m., Vice Chairman Joe Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 16th day of June 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

May 19, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 19th day of May 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:30 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Mike Laster from the County Attorney's Office as general counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Debra McCray, Jesus Menchaca, Gayla Mickens, Fred Mitchell, Kimberly Rogers, and Vivian Clark of Harris County Housing Authority. Kim Brode, Conrad Joe, and Janae Ladet from Harris County Commissioners' offices were also in attendance. Gabriel Matos from METRO and Nicole Roberts was also in attendance.

Mr. Horace Allison opened the meeting with a prayer, followed by Vice Chairman Joe Villarreal, who led the Pledge of Allegiance, and Commissioner Joe Ellis, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM APRIL 21, 2021

Commissioner Dr. Adriana Tamez moved to approve the minutes from the April 21, 2021 Board meeting, Vice Chairman Joe Villarreal seconded, and the motion carried.

IV. PUBLIC COMMENTS

Kim Brode, Conrad Joe, and Janae Ladet had public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the Emergency Housing Vouchers Allocation, Mobility Demonstration Program, and the Monthly Report.

Mr. Allison informed the Board about the Emergency Housing Vouchers. HUD has awarded HCHA 243 Emergency Housing Vouchers. HCHA will confirm acceptance of the vouchers to HUD by the end of the month. HUD has issued 70,000 vouchers to 696 Public Housing Authorities. The vouchers are to assist individuals and families who are experiencing homelessness, at risk of experiencing homelessness, those who are fleeing or attempting to flee domestic violence, date violence, sexual assault, staking or human trafficking, for those where were recently homeless, for whom providing rental assistance will prevent family's homelessness, and at a high risk of housing instability situation. HCHA will partner with the local Continuum of Care (CoC) organization. This is a requirement that all referrals come through the local CoC. The local CoC will identify the homeless individuals and determine their eligibility. All referrals must come through CoC and CoC will determine eligibility for the program. HCHA will enter into a Memorandum of Understanding with CoC. Mr. Allison noted the following activity and eligibility fees listed below:

- Preliminary fee of \$400 per voucher
- Issuance fee of \$100 per voucher
- Placement fee of \$500 per voucher under HAP contract within 4 months of ACC Funding
- Placement fee of \$250 per voucher fee under HAP Contract 4-6 months of ACC Funding
- Ongoing Administrative Fee - \$74 - \$80
- Service fees of \$3,500 per voucher to provide various services such as application fees, holding fee, security deposit, utility deposit, landlord recruitment and outreach, landlord incentives/retention payments, moving expenses, renter's insurance, tenant readiness services, and household items.

Lastly, Mr. Allison noted that the initial funding is scheduled for July 30, 2021 and funding will stop at the end of calendar year 2022. There will be a basis for renewal funding at the end of calendar year 2022, but HUD has not outlined the specifics of the renewal. A unique feature of this program is once the voucher is used and a family leased-up, after September 30, 2023, the voucher will not be able to be used or reissued.

Mr. Allison updated the Board on the Mobility Demonstration Program. HCHA submitted an application on February 21, 2021 for 150 vouchers for this program. HCHA was not selected for an allocation of vouchers for this program. HCHA will request a debriefing no later than September 24, 2021. Mr. Allison will provide the Board with an update as to why HCHA was not selected to receive the vouchers after the debriefing.

Mr. Allison presented the Monthly Reports for March 2021:

Annual Recertifications are being processed timely. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 54%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for March 2021 is 104%, the Single-Room Occupancy (SRO) program is 82%, and the Veterans Affairs Supportive Housing (VASH) program is 101%.

Mr. Allison answered questions from the Board.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA March 2021 financial statements. The consolidated budget reflected revenue over budget by 15% and expenses under budget by 1%. Mr. Curry reviewed the Affordable Housing Development financial statements. Mr. Curry answered questions from the Board.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for March 2021. The HCV Program lease-up rate was 104.4% for March 2021 and 104.7% year-to-date, the VASH Program lease-up rate was 101.5% for March 2021, and 101.0% year-to-date, and Jackson Hinds SRO Program lease-up rate was 81.9% for March 2021, and 87.5% year-to-date. The Homeownership Program had one closing on April 1, 2021. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2021.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of March 2021. Mr. Babalola informed the Board that all existing properties are currently 94% leased or above for March 2021. Mr. Babalola noted that Cornerstone Village, Louetta Village, and Cypresswood Estates' net incomes were under budget for March 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that the Retreat at Westlock flooring repairs started on April 5, 2021. The work started with Building #4 (second and third floors) and has proceeded to Building #1 (second and third floors). The replacement work is scheduled to be completed by the end of May 2021.

Mr. Babalola informed the Board that HCHA received a request for more information from the Texas Department of Housing Community Affairs from its submission of the cost certification. HCHA staff has provided the majority of the requested information. The outstanding items from the request will be provided once a contract amendment is approved for the accounting consultant as it requires an expansion to their scope of services.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 32% complete and that the contractor commenced framing activities for Buildings #1 through #3 and the clubhouse. Mr. Babalola noted that the M/WBE participation in this project is 38%.

Mr. Babalola notified the Board that The Hollows project is 17% complete. In April 2021, the contractor continued installing paving for the site, and completed the concrete pour for Building #2. The M/WBE participation in this project is 24%.

In April 2021, the contractor for Northwood Apartments continued installing paving for the site and completed the concrete pour for Building #2. The contractor commenced forming building pads for the project. The project is 4% complete. The M/WBE participation is 31%.

The Bluestem Apartments financial closing occurred on April 2, 2021, and the virtual groundbreaking occurred on April 29, 2021. The development construction will begin May 2021.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on First Met Senior Apartments, and The HAY Center. The tax credit application for The Residences at Arbor Oaks was approved at the April 2021 Texas Department of Housing and Community Affairs Board Meeting. The financial closing calls have commenced with the lender and investor for the project. The development is projected to close end of June 2021/early July 2021.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The contractor commenced with installation of masonry and siding for Buildings #1 through #3. In addition, the contractor continued with installation of mechanical, electrical, and plumbing rough-ins for Buildings #4 and #5. Lastly, the contractor also continued framing and roof installation for Buildings #6 through #11. The project is 50% complete. The M/WBE participation in this project is 33%.

Lastly, Mr. Babalola noted that METRO informed HCHA that they will present the terms of the purchase and sale agreement to METRO's board today. Chairman Womack noted to make sure the County Commissioners offices are updated on the new developments.

VIII. EXECUTIVE SESSION

The Board went into executive session at 2:38 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

IX. **RECONVENE**

The Board of Commissioners reconvened into public session at 3:17 p.m.

X. **DISCUSSION AND ACTION ITEMS**

ACTION ITEM 2:

Resolution approving a Second Amendment of the Harris County Housing Authority agreement with Novogradac & Company, LLP for Tax Credit Accounting and Financial Services for Fenix Estates to include True Debt Analysis Services for an amount of \$4,500

Commissioner Joe Ellis moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-27)

ACTION ITEM 3:

Resolution authorizing the Chief Executive Officer to amend the Employee Handbook to implement a trial 4/10 Flexible Work Hours Plan

Vice Chairman Villarreal moved to approve the resolution as amended to the following *"Resolution authorizing the Chief Executive Officer to implement a trial period for a 4/10 Flexible Work Hours Plan,"* Commissioner Dr. Adriana Tamez seconded, and the amended motion carried unanimously. (21-28)

ACTION ITEM 4:

Resolution authorizing the negotiation and execution of an amendment to the Agreement for Planning, Engineering, and Surveying Services related to a Rule 76 determination and other development related purposes for a 91-acre tract near Lake Houston

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-29)

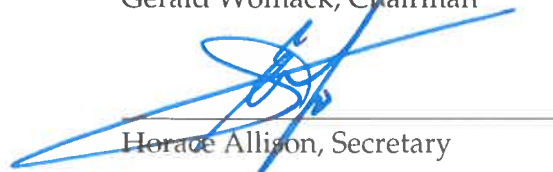
XI. **ADJOURNMENT**

Commissioner Joe Ellis moved to adjourn at 3:24 p.m., Vice Chairman Joe Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 16th day of June 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

June 16, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 16th day of June 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:30 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, Mike Laster from the County Attorney's Office as general counsel, and Antoinette Jackson from The Banks Law Firm as counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Debra McCray, Jesus Menchaca, Gayla Mickens, Fred Mitchell, and Vivian Clark of Harris County Housing Authority. Conrad Joe from Harris County Commissioners' office was also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Beverly Burroughs opened the meeting with a prayer, followed by Commissioner Joe Ellis, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM MAY 19, 2021

Commissioner Dr. Adriana Tamez moved to approve the minutes from the May 19, 2021 Board meeting, Commissioner Joe Ellis seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on The View at Lake Houston, Emergency Housing Vouchers Award, and the Monthly Report.

Mr. Allison updated the Board about The View at Lake Houston. Mr. Allison confirmed that a 4-acre drill site had been designated for the northwest corner of The View at Lake Houston site. Jones | Carter is working on preparing the survey. The following items need to be included in the boundary survey:

- The City of Houston's Lake Houston boundary
- Location of the existing capped well
- Boundaries of the proposed single-family acreage for the Harris County development

Mr. Allison informed the Board regarding the following:

- Submission of a USACE permit extension request to the Corps of Engineers
- Revision of The View at Lake Master Plan to further minimize impacts to the streams/wetland identified in the USACE permit
- Negotiations between HCHA, HCED, and MUDs regarding obtaining wastewater capacity and a reservation

Mr. Allison will come back to the Board with a resolution to purchase wastewater capacity for The View at Lake Houston development.

Mr. Allison informed the Board that HCHA received an official award notice regarding 243 Emergency Housing Vouchers allocation. In addition, HCHA will hire additional housing specialists, an accountant, and a team lead specifically for the Emergency Housing Vouchers program.

Mr. Allison presented the Monthly Reports for April 2021:

Annual Recertifications are being processed timely. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize

potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 77%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for April 2021 is 106%, the Single-Room Occupancy (SRO) program is 79%, and the Veterans Affairs Supportive Housing (VASH) program is 103%.

Mr. Allison answered questions from the Board.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA April 2021 financial statements. The consolidated budget reflected revenue over budget by 9% and expenses over budget by 6%.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for April 2021. The HCV Program lease-up rate was 106.0% for April 2021 and 105.0% year-to-date, the VASH Program lease-up rate was 102.7% for April 2021 and 101.5% year-to-date, and Jackson Hinds SRO Program lease-up rate was 79.2% for April 2021 and 86.1% year-to-date. The Homeownership Program has one closing scheduled for June 28, 2021. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2022.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of April 2021. Mr. Babalola informed the Board that all existing properties are 95% leased or above for April 2021. In addition, Mr. Babalola noted that Cornerstone Village's, Louetta Village's, and The Villas at Eastwood's net incomes were under budget for April 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that The Retreat at Westlock floor repairs started on April 5, 2021. Mr. Babalola also noted that the replacement work had been substantially completed, and the contractor is completing punch items from the final inspection.

Mr. Babalola informed the Board that HCHA received a request for additional information from the Texas Department of Housing Community Affairs regarding The Villas at Eastwood's cost certification last month. HCHA staff and consultants are preparing documents in response to the request.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 35% complete and that the contractor commenced the exterior sheathing on Buildings #1 through #4 and the clubhouse.

Mr. Babalola notified the Board that The Hollows project is 19% complete. In May 2021, the contractor continued installing paving for the site and began framing the car garages.

In May 2021, the contractor for Northwood Apartments continued with the installation of the site utilities. In addition, the contractor commenced forming building pads for the project. The project is 8% complete.

Mr. Babalola stated that the contractor started mobilization activities for Bluestem Apartments.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on The Residences at Arbor Oaks and The HAY Center. The financial closing for First Met Senior Apartments is expected to close at the end of July/early August 2021.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The project is 53% complete. The contractor continued the installation of masonry and siding for Buildings #1 through #3. In addition, the contractor continued the installation of mechanical, electrical, and plumbing rough-ins for Buildings #4 and #5. Lastly, the contractor continued framing, roof installation, and building sheathing for Buildings #6 through #11.

Lastly, Mr. Babalola noted that the purchase, sale, and maintenance agreements have been executed and returned to METRO. Therefore, there are no new updates at this time.

Finally, Mr. Babalola answered questions from the Board.

Chairman Womack stated that a policy should be created on how to name a new development.

VIII. EXECUTIVE SESSION

The Board went into executive session at 2:50 p.m. to consult with its attorneys, to seek, or receive legal advice and consult regarding pending or contemplated litigation, and to discuss the value or transfer of real property.

IX. RECONVENE

The Board of Commissioners reconvened into public session at 3:15 p.m.

X. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution approving and formal adoption of the revision of the HCHA Administrative Plan to include the HUD issued and authorized Housing Choice Voucher Program COVID-19 Temporary Waivers

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-30)

ACTION ITEM 3:

Resolution authorizing the disposition of property

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-31)

ACTION ITEM 4:

Resolution by the Harris County Housing Authority approving actions in connection with the Community Development Block Grant – Disaster Recovery (CDBG-DR) financing for The Residences at Arbor Oaks Project and such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-32)

ACTION ITEM 5:

Resolution by the Harris County Housing Authority (the “Authority”) approving and ratifying actions in connection with the financing for The Residences at Arbor Oaks Project: (i) for The Residences at Arbor Oaks, L.P. (the “Partnership”) to enter into a construction loan from Wells Fargo Bank, National Association, (ii) for the Partnership to enter into a permanent loan from Citibank, N.A., and (iii) such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-33)

ACTION ITEM 6:

Resolution by the Harris County Housing Authority approving and ratifying actions in connection with the Community Development Block Grant – Disaster Recovery (CDBG-DR) financing for The Residences at Arbor Oaks Project for Partnership and such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-34)

ACTION ITEM 7:

Resolution by the Harris County Housing Authority (the “Authority”) approving and ratifying: (i) the admission of an investor limited partner and re-designation of a special limited partner to The Residences at Arbor Oaks, L.P. (the “Partnership”), (ii) for HCHA Arbor Oaks, GP, LLC (the “General Partner”) to enter into an amended and restated agreement of limited partnership for the Partnership, (iii) for the Partnership to enter into a ground lease with the Authority, and (iv) such other actions necessary or convenient to carry out this resolution

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-35)

ACTION ITEM 8:

Resolution by the Harris County Housing Authority authorizing Harris County Housing Authority Public Facility Corporation’s issuance and delivery of a Harris County Housing Authority Public Facility Corporation Multifamily Housing Governmental Note (The Residences at Arbor Oaks), Series 2021; 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 project, and containing other provisions relating to the issuance of bonds

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-36)

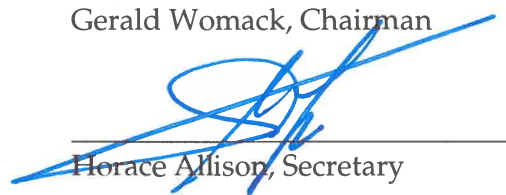
XI. ADJOURNMENT

Vice Chairman Joe Villarreal moved to adjourn at 3:16 p.m., Commissioner Joe Ellis seconded, all were in favor, and the motion carried.

Adopted and approved this 21st day of July 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

July 21, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 21st day of July 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:34 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, Mike Laster and Jim Brisse from the County Attorney's Office as general counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Paul Curry, Debra McCray, Jesus Menchaca, Gayla Mickens, Fred Mitchell, and Vivian Clark of Harris County Housing Authority. Janae Ladet from Harris County Commissioners' office was also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Paul Curry opened the meeting with a prayer, followed by Horace Allison, who led the Pledge of Allegiance, and Commissioner Joe Ellis, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM JUNE 16, 2021

Vice Chairman Joe Villarreal moved to approve the minutes from the June 16, 2021 Board meeting, Commissioner Joe Ellis seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented the Monthly Reports for May 2021:

Annual Recertifications are being processed timely. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 55%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for May 2021 is 102%, the Single-Room Occupancy (SRO) program is 81%, and the Veterans Affairs Supportive Housing (VASH) program is 101%.

Mr. Allison answered questions from the Board.

VI. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for May 2021. The HCV Program lease-up rate was 104.3% for May 2021 and 104.9% year-to-date, the VASH Program lease-up rate was 100.6% for May 2021 and 101.3% year-to-date, and Jackson Hinds SRO Program lease-up rate was 83.3% for May 2021 and 84.7% year-to-date. The Homeownership Program has one closing scheduled for June 28, 2021. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%. The SEMAP certification will be submitted on or before May 30, 2022.

VII. EXECUTIVE SESSION

The Board went into executive session at 1:45 p.m. to consult with its attorneys, seek or receive legal advice, consult regarding pending or contemplated litigation, and discuss the value or transfer of real property.

VIII. RECONVENE

The Board of Commissioners reconvened into public session at 2:53 p.m.

IX. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution honoring Katherine Escamilla as the Harris County Housing Authority

Employee of the Quarter for July-September 2021

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-37)

ACTION ITEM 3:

Resolution authorizing the Harris County Housing Authority to purchase from Harris County Municipal Utility District 499, 244 Equivalent Single-Family Connections of wastewater treatment capacity in Wastewater Treatment Plant No. 2 for HCHA's Lake Houston Project

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-38)

ACTION ITEM 4:

Resolution authorizing the Chief Executive Officer to negotiate and enter into a cooperation agreement with Texas Housing Foundation to rebuild the Park at Kirkstall within Unincorporated Harris County

Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-39)

ACTION ITEM 5:

Resolution authorizing the negotiation and execution of a memorandum of understanding between Coalition for the Homeless and Harris County Housing Authority for the Emergency Housing Voucher Program

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-40)

X. ADJOURNMENT

Vice Chairman Joe Villarreal moved to adjourn at 3:21 p.m., Commissioner Joe Ellis seconded, all were in favor, and the motion carried.

Adopted and approved this 18th day of August 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

August 18, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 18th day of August 2021 at Harris County Housing Authority (HCHA), via online audio/video conference, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:30 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present at 1:35 pm
Joe Ellis	Commissioner	Present
Dr. Adriana Tamez	Commissioner	Present until 2:49 pm
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Mike Laster and Jim Brisse from the County Attorney's Office as general counsel to HCHA. Additional attendees included the following:

Samson Babalola, Beverly Burroughs, Debra McCray, and Vivian Clark of Harris County Housing Authority. Janae Ladet from Harris County Commissioner Precinct 1's office was also in attendance. Sandy Watson and Andrew Sinnott were also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Ms. Debra McCray opened the meeting with a prayer, followed by Commissioner Joe Ellis, who led the Pledge of Allegiance, and Mr. Samson Babalola, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM JULY 21, 2021

Vice Chairman Joe Villarreal moved to approve the minutes from the July 21, 2021 Board meeting, Commissioner Joe Ellis seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments. Chairman Gerald Womack noted that Commissioner Joe Ellis and Commissioner Dr. Adriana Tamez were re-appointed to the Harris County Housing Authority Board of Commissioners for an additional two years. Chairman Womack also thanked General Counsel Mike Laster for his service to HCHA and welcomed General Counsel Jim Brisse.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented his report on the Age-Friendly/Livable Community Plan – American Association of Retired Persons (AARP), Center for Disease Control and Prevention (CDC) Extends Modified Eviction Moratorium, Pandemic Amplify Rental Affordability Crisis, Emergency Housing Vouchers Allocation (EHV) Update, 15% Increase for U.S Department of Housing and Urban Development (HUD) Program, Comcast Internet Essentials Programs, Universal Voucher Program, HUD discusses making COVID Waivers permanent, Crime Scores impact on Insurance costs for Affordable Housing, State of Nation's Housing, and the Monthly Report.

Mr. Allison informed the Board about the Age-Friendly/Livable Community Plan developed by the AARP. The AARP presented the plan via video conference on August 13, 2021. This plan is created to address the growing demand for age-friendly housing for seniors with varied disabilities. In addition, the number and longevity of seniors continue to grow, creating the need to incorporate age-friendly design standards in housing to include by way of example:

- Stepless entrances
- One-story living
- Wide Doorways (for wheelchair-bound individuals)
- Wide Hallways
- Lever Door Handles

The plan also discussed creating more age-in-place Assistance Programs, Housing Cooperatives and building smaller-sized senior housing units, including accessory dwelling structures.

Mr. Allison updated the Board on the CDC's modification of the Eviction Moratorium. The CDC Director issued a new order extending the eviction moratorium from August 3 to October 3, 2021. This order applies to counties experiencing high levels of community transmission of COVID-19 and only applies to evictions related to non-payment of rents.

Mr. Allison discussed the Harvard Joint Center for Housing 2020 Study that discussed the

nation's rent affordability crisis. The study revealed that renters earning less than \$25,000 per year are more likely to report a loss of employment income, and 52% or more of renters are low-income renters who lost their wages during the COVID-19 pandemic. The study also noted that a greater number of people of color suffered more than other ethnic groups. The study also noted that 20% of renters paid more than 30% of their income for housing, 62% of the household earning less than \$25,000 are paying more than 50% of income for housing. In addition, the study indicated that 50% of renters have less than \$1,000.00 in savings and discussed the continued loss of affordable housing.

Mr. Allison updated the Board about the current status of the EHV allocation. HCHA staff has executed the MOU and are negotiating the contract with the Coalition for the Homeless. HUD has already advanced some EHV HAP fees. HCHA staff will continue to work with Coalition for the Homeless to provide relocation and supportive services to EHV program participants.

Mr. Allison also updated the Board regarding HUD's proposed overall budget increase of 15%. Funding increases impacting Housing Authorities are as follows: Public Housing - 9% increase, Capital Fund Program - 15% increase and Housing Choice Voucher Program - 29% increase. The proposed increases will benefit families needing assistance.

Mr. Allison discussed the Comcast Internet Essentials Program. Currently, the program has 40 families enrolled. This program will end in December 2021 unless extended by HUD.

Mr. Allison noted that there are ongoing discussions within the Housing Industries regarding the Universal Voucher Program. This program aims to provide vouchers to persons with an income up to 50% AMI and paying more than 30% of their income on rent. This program targets vouchers to the most vulnerable, institutes some protections against income discrimination, requires landlords with federally backed mortgages to accept vouchers, establishes competitive fair market rents, provides housing search, navigation, and financial services assistance, and aims to increase the development of affordable housing.

Mr. Allison noted that HUD is discussing the making of COVID Waivers permanent. The waiver areas HUD is reviewing are inspections, family income and composition, oral in-person briefings, voucher extension, extending time for allowable HAP payments prior to contract execution, increasing payments during contract terms when payment standards increase, homeownership and SEMAP review.

Mr. Allison also reviewed a study prepared by Virginia Tech Center, which uses crime scores to determine insurance costs. The utilization of crime scores impacts affordable housing because affordable housing may be in areas with higher crime scores. Therefore, the utilization of crime score may preclude an affordable housing development from obtaining insurance, or the development may be required to pay a higher premium.

Mr. Allison also reviewed another study by the Joint Center for Housing Studies of Harvard Report noting that Families without financial distresses are consuming the limited supply of homes for sale – pushing up prices, millions of families who lost income are facing eviction/foreclosure, high housing costs are preventing people of color and low-income households moving into homeownership, the Black-White percentage gap in the homeownership rate is 30%, the median income of White renter is 40% higher than of a Black renter, the significant increase in temporary government assistance does not address long-standing housing challenges, the shortage of decent, safe and affordable housing, and additional government assistance is needed to ensure households benefit from expanding economy.

Lastly, Mr. Allison presented the Monthly Reports for July 2021:

We are experiencing delays in Annual Recertifications due to the impact of the COVID Pandemic. However, we have implemented an aggressive plan to be caught up before the end of 2021. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 81%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for June 2021 is 106%, the Single-Room Occupancy (SRO) program is 88%, and the Veterans Affairs Supportive Housing (VASH) program is 100%.

VI. FINANCIAL PRESENTATION

Mr. Allison presented the HCHA May 2021 financial statements. The consolidated budget reflected revenue over budget by 8% and expenses over budget by 4%.

Mr. Allison also presented the HCHA June 2021 financial statements. The consolidated budget reflected revenue over budget by 14% and expenses over budget by 6%. In addition, Mr. Allison reviewed the Affordable Housing Development financial statements.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for June 2021. The HCV Program lease-up rate was 106.1% for June 2021, and 105.4% year-to-date, the VASH Program lease-up rate was 100.1% for June 2021, and 101.3% year-to-date, and Jackson Hinds SRO Program lease-up rate was 87.5% for June 2021, and 84.7% year-to-date. The Homeownership Program had one closing on June 2021. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%.

Mr. Babalola reviewed the status of properties within the Affordable Housing Division for the month of May 2021. Mr. Babalola informed the Board that all existing properties are currently 95% leased or above for May 2021. In addition, Mr. Babalola noted that Cornerstone Village, Louetta Village, Sierra Meadows, Retreat at Westlock, and The Villas

at Eastwood net incomes were under budget for May 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that the contractor had completed all punch list items for the flooring repairs at the Retreat at Westlock.

Mr. Babalola stated that there were no new updates for The Villas at Eastwood and METRO projects

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 40% complete and that the contractor commenced framing activities for Buildings #1 through #5. The contractor also commenced the exterior sheathing and mechanical, electrical, and plumbing rough-in installations in Buildings #1 and #2. and the clubhouse.

Mr. Babalola notified the Board that The Hollows project is 20% complete. In June 2021, the contractor installed all underground site utilities and poured 75% of the site's concrete paving.

In June 2021, the contractor for Northwood Apartments continued the installation of the site utilities and commenced forming building pads for the project. The project is 10% complete.

The Bluestem Apartments, the contractor, has commenced with mobilization activities.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. The Residences at Arbor Oaks financial closing was conducted in July 2021. First Met was due to close in July, but the closing has been delayed due to increased development costs.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The contract began the installation of masonry and siding for Buildings #4 through #7. In addition, the contractor continued with the installation of sheetrock for Buildings #1 and #4. Lastly, the contractor continued framing, roof installation, and building sheathing for Buildings #7 through #11. The project is 58% complete.

Mr. Babalola also reviewed the status of properties within the Affordable Housing Division for the month of June 2021. Mr. Babalola informed the Board that all existing properties are currently 97% leased or above for June 2021. In addition, Mr. Babalola noted that Cornerstone Village, Louetta Village, Baybrook Park, Magnolia Estates, Cypresswood Estates, Sierra Meadows, and Retreat at Westlock net incomes were under budget for June 2021.

Mr. Babalola moved to working developments. Mr. Babalola informed the Board that all flooring repairs have been completed at the Retreat at Westlock, and the project is closed out.

Mr. Babalola noted that there are no new updates for The Villas at Eastwood.

Mr. Babalola noted that HCHA and METRO had executed the sale and maintenances agreements. HCHA staff is working to attain quotes for market study, appraisal, and environmental services for the initial due diligence for the site.

Mr. Babalola reviewed the proposed developments. Mr. Babalola notified the Board that The Arbor at Wayforest is 44% complete and that the contractor commenced framing activities for Buildings #1 through #5. In addition, the contractor commenced the exterior sheathing and mechanical, electrical, and plumbing rough-in installations in Buildings #1 and #5.

Mr. Babalola notified the Board that The Hollows project is 23% complete. In July 2021, the contractor commenced framing the clubhouse and Buildings #1 through #3. In addition, the elevator shaft was constructed for Buildings #3 and #4.

In July 2021, the contractor for Northwood Apartments continued installing site utilities and completed forming building pads. The contractor began the concrete pours for the clubhouse and Building #1. The project is 12% complete.

The contractor for Bluestem Apartments commenced site clearing and survey staking activities.

Mr. Babalola moved to the Round 2 CDBG-DR Harvey Funding applications. The Residences at Arbor Oaks financial closing was completed on July 15, 2021. Construction mobilization is scheduled to commence before the end of August 2021. First Met is scheduled to close by October 2021.

Mr. Babalola reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The contractor continued the installation of masonry and siding for Buildings #4 through #7. In addition, the contractor started the installation of sheetrock, cabinets, and countertops in Buildings #1 through #5. Lastly, the contractor continued with mechanical, electrical, and plumbing rough-ins for Buildings #6 through #11. Pre-leasing activities have commenced. The project is 61% complete.

Lastly, Mr. Babalola answered questions from the Board.

VIII. EXECUTIVE SESSION

The Board went into executive session at 1:38 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

IX. RECONVENE

The Board of Commissioners reconvened into public session at 2:49 p.m.

X. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution authorizing the approval of Affordable Multifamily Housing Developers as Development Partners

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-41)

ACTION ITEM 3:

Resolution authorizing the negotiation and execution of an agreement for the conveyance of Real Property for Fair Market Value

Commissioner Joe Ellis moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-42)

ACTION ITEM 4:

Resolution authorizing the negotiation and execution of a contract for Copier Services

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-43)

ACTION ITEM 5:

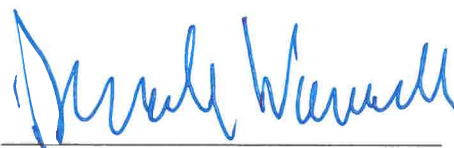
Resolution to enter into a new employment contract with Horace Allison as Chief Executive Officer

This resolution was tabled.

XI. ADJOURNMENT

Commissioner Joe Ellis moved to adjourn at 4:01 p.m., Vice Chairman Joe Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 15th day of September 2021.



Gerald Womack, Chairman



Horace Allison, Secretary

Ms. Debra McCray opened the meeting with a prayer, followed by Vice Chairman Joe Villarreal, who led the Pledge of Allegiance, and Commissioner Joe Ellis, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM AUGUST 18, 2021

Vice Chairman Joe Villarreal moved to approve the minutes from the August 18, 2021 Board meeting, Commissioner Joe Ellis seconded, and the motion carried.

IV. PUBLIC COMMENTS

There were no public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented the Monthly Reports for July 2021:

We are experiencing delays in Annual Recertifications due to the impact of the COVID Pandemic. However, we have implemented an aggressive plan to be caught up before the end of 2021. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 52%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for July 2021 is 106%, the Single-Room Occupancy (SRO) program is 89%, and the Veterans Affairs Supportive Housing (VASH) program is 99%.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA July 2021 financial statements. The consolidated budget reflected revenue over budget by 17% and expenses over budget by 7%.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for July 2021. The HCV Program lease-up rate was 105.6% for July 2021 and 105.5% year-to-date, the VASH Program lease-up rate was 99.0% for July 2021, and 100.9% year-to-date, and Jackson Hinds SRO Program lease-up rate was 88.9% for July 2021, and 86.1% year-to-date. The Homeownership Program had one closing on August 2021, and there are two new inquiries. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%.

Mr. Allison reviewed the status of properties within the Affordable Housing Division for the month of July 2021. Mr. Allison informed the Board that all existing properties are currently 96% leased or above for July 2021. In addition, Mr. Allison noted that The Villas at Eastwood, Cornerstone Village, Louetta Village, Heritage Estates, Baybrook Park, Waterside Court, and Magnolia Estates net incomes were under budget for July 2021. Mr. Allison will provide the number of vacant units for The Villas at Eastwood for the Board of Commissioners.

Mr. Allison moved to working developments. Mr. Allison informed the Board that the contractor had completed all punch list items for the flooring repairs at the Retreat at Westlock.

Mr. Allison stated that there were no new updates for The Villas at Eastwood and METRO projects

Mr. Allison reviewed the proposed developments. Mr. Allison notified the Board that The Arbor at Wayforest is 47% complete, and the contractor continues framing activities for Buildings #1 through #5. The contractor also continued the exterior sheathing and mechanical, electrical, and plumbing rough-in installations in Buildings #1 and #5. In addition, the contractor started installing the roof decking and shingles for Buildings #1 through #3.

Mr. Allison notified the Board that The Hollows project is 23% complete. During August 2021, the contractor installed roof decking and sheathing on the clubhouse.

The contractor for Northwood Apartments continued the installation of the site utilities and commenced the concrete pour for Buildings #2 through #5 during the month of August 2021.

In August 2021, the contractor continued the site clearing activities and started the installation of site utilities. The Project is 2% complete.

During August 2021, the contractor for The Residences at Arbor Oaks (Northwest Houston Parkway Area) began site clearing activities.

Mr. Allison moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on The Hay Center. First Met Senior Apartments' developer advised HCHA staff that the Project currently has a \$6-7 million development budget shortfall. Mr. Allison noted that HCHA staff and HCCSD are working to resolve the shortfall.

Mr. Allison reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The contractor continued the installation of masonry and siding for Buildings #1 through #7. In addition, the contractor started the installation of sheetrock, cabinets, and countertops for Buildings #1 and #7. Lastly, the contractor has commenced the installation of appliances and flooring in Building #1. The Project is 64% complete.

Mr. Allison answered questions from the Board.

VIII. EXECUTIVE SESSION

The Board went into executive session at 1:42 p.m. to consult with its attorneys to seek or receive legal advice and consult regarding pending or contemplated litigation and discuss the value or transfer of real property.

IX. RECONVENE

The Board of Commissioners reconvened into public session at 2:40 p.m.

X. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution honoring Sherika Thompson as the Harris County Housing Authority Employee of the Quarter (October – December 2021)

Chairman Gerald Womack moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-44)

ACTION ITEM 3:

Resolution by Harris County Housing Authority (the “Authority”) approving HCHA Cypresswood Estates, LLC (the “Company”) to enter into a loan modification for Cypresswood Estates (the Project); and authorizing HCHA Redevelopment Authority, Inc. (the “Corporation”) and the company to take such other steps as the company deems necessary or convenient to carry out these resolutions

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-45)

ACTION ITEM 4:

Resolution to authorize the Chief Executive Officer to adopt additional flexible work schedules and amend the Employee Handbook

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-46)

ACTION ITEM 5:

Resolution adopting rules for Public Comment and resumption of in-person public meetings while the threat of COVID-19 infection remains high

Commissioner Dr. Adriana Tamez moved to approve the resolution, Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-47)

ACTION ITEM 6:

Resolution to approving the revision of the Harris County Housing Authority Administrative Plan

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-48)

ACTION ITEM 7:

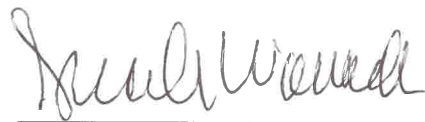
Resolution to enter into a new employment contract with Horace Allison as Chief Executive Officer

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-49)

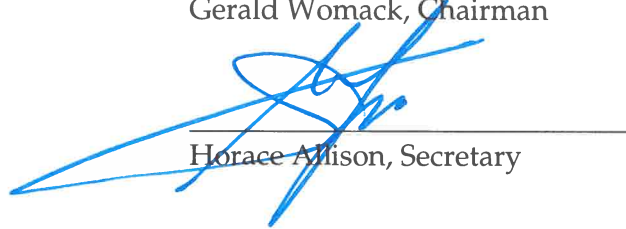
XI. ADJOURNMENT

Commissioner Dr. Adriana Tamez moved to adjourn at 2:41 p.m., Vice Chairman Joe Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 20th day of October 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

October 20, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 20th day of October 2021 at Harris County Housing Authority (HCHA), located at 1933 Hussion Street, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:03 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Absent
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer of HCHA, and Jim Brisse from the County Attorney's Office as general counsel to HCHA. Antoinette Banks from The Banks Laws Firm was also present. Additional attendees included the following:

Beverly Burroughs, Gayla Mickens, Debra McCray, Paul Curry, and Vivian Clark of Harris County Housing Authority. Also in attendance were Barry Arnold and Debbie Newman.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Ms. Debra McCray opened the meeting with a prayer, followed by Dr. Adriana Tamez, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM SEPTEMBER 15, 2021

Commissioner Dr. Adriana Tamez moved to approve the minutes from the August 18, 2021 Board meeting, Vice Chairman Joe Villarreal seconded, and the motion carried.

IV. PUBLIC COMMENTS

Debbie Newman and Barry Arnold provided public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented the Emergency Housing Voucher Program and the Monthly Report.

Mr. Allison advised the Board that HCHA received seventeen client referrals for the Emergency Housing Voucher (EHV) Program from the Coalition for the Homeless. Mr. Allison noted that two EHV vouchers have been issued and that there are fifteen EHV vouchers pending issuance. Harris County Domestic Violence Coordinating Coalition submitted seven referrals, and ten referrals were submitted by Career Recovery.

Mr. Allison presented the Monthly Reports for August :

We are experiencing delays in Annual Recertifications due to the impact of the COVID Pandemic. However, we have implemented an aggressive plan to be caught up before the end of 2021. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 52%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for August 2021 is 104%, the Single-Room Occupancy (SRO) program is 89%, and the Veterans Affairs Supportive Housing (VASH) program is 97%.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA August 2021 financial statements. The consolidated budget reflected revenue over budget by 21% and expenses over budget by 7%. Mr. Allison and Mr. Curry answered questions from the Board.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for August 2021. The HCV Program lease-up rate was 104.4% for August 2021 and 104.8% year-to-date, the VASH Program lease-up rate was 97.2% for August 2021, and 99.9% year-to-date, and Jackson Hinds SRO Program lease-up rate was 88.9% for August 2021, and 86.1% year-to-date. The Homeownership Program had one closing in September 2021, and there are two new

approved loans. Ms. McCray explained in detail The Homeownership Program. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%.

Mr. Allison reviewed the status of properties within the Affordable Housing Division for the month of August 2021. Mr. Allison informed the Board that all existing properties are currently 96% leased or above for August 2021. In addition, Mr. Allison noted that The Villas at Eastwood, Cornerstone Village, Louetta Village, Heritage Estates, Baybrook Park, Waterside Court, and Magnolia Estates net incomes were under budget for August 2021. Mr. Allison noted that HCHA staff is working with the property management companies regarding delinquent rent and COVID-19 eviction restrictions.

Mr. Allison moved to working developments. Mr. Allison noted that HCHA staff is working with the Texas Department of Housing Community Affairs (TDHCA) regarding HCHA's cost certification submission for The Villas at Eastwood. HCHA staff provided the requested information. TDHCA has requested additional information on the cost certification.

Mr. Allison stated HCHA staff is working to obtain quotes for market study, appraisal, and environmental services for the initial due diligence for the METRO site.

Mr. Allison reviewed the completion statistics for each of the properties. Mr. Allison noted that:

- The Arbor at Wayforest is 59% complete.
- The Hollows project is 44% complete.
- The Northwood Apartments project is 26% complete.
- The Bluestem Apartments project is 3% complete.
- The Residences at Arbor Oaks is 1% complete.

Mr. Allison moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on The Hay Center. First Met Senior Apartments' developer advised HCHA staff that the Project currently has a \$4 million development budget shortfall. Mr. Allison noted that HCHA staff and HCCSD are working to resolve the shortfall.

Mr. Allison reviewed the construction activities for the AMTEX Katy project (The Greenwood at Katy). The Project is 71% complete, and pre-leasing activities are ongoing.

Mr. Allison answered questions from the Board.

VIII. EXECUTIVE SESSION

The Board did not go into Executive Session.

IX. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution authorizing the Chief Executive Officer to negotiate and enter into a contract for Janitorial Services

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-50)

ACTION ITEM 3:

Resolution approving and formal adoption of the revision of the Harris County Housing Authority Administrative Plan to include the U.S. Department of Housing and Urban Development issued and authorized Housing Choice Voucher Program COVID-19 Temporary Waivers

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-51)

ACTION ITEM 4:

Resolution to authorizing the award of contract for Professional Consulting Services to update the Harris County Housing Authority's Administrative Plan

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded, and the motion carried unanimously. (21-52) *Chairman Womack noted that the Board had given Mr. Allison the authority to execute contracts up to \$25,000.00 and provide a report to the Board covering contract(s) executed under said authority.*

ACTION ITEM 5:

Resolution by the Harris County Housing Authority (the "Authority") approving and ratifying : (i) the purchase of the limited partner interest in Waterside Courts, Ltd. by HCHA Redevelopment Authority, Inc. (the "Corporation") (ii) admission of the corporation as a Limited partner into the partnership, (iii) execution of an assignment and assumption agreement, and (iv) such other actions necessary or convenient to carry out this resolution

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Dr. Adriana Tamez moved to amend the resolution in an amount not to exceed \$90,000.00, Chairman Gerald Womack seconded the amended resolution, and the amended motion carried unanimously. (21-53)

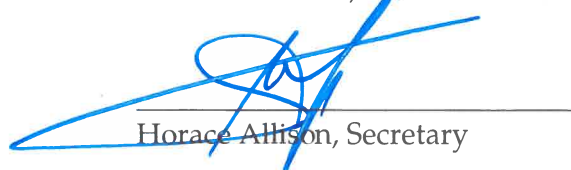
X. ADJOURNMENT

Vice Chairman Joe Villarreal moved to adjourn at 2:17 p.m., Commissioner Dr. Adriana Tamez seconded, all were in favor, and the motion carried.

Adopted and approved this 17th day of November 2021.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

November 17, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a regular session, open to the public on the 17th day of November 2021 at Harris County Housing Authority (HCHA), located at 1933 Hussion Street, inside the boundaries of Harris County in Houston, Texas. Chairman Womack called the meeting to order at 1:01 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Present at 1:12 pm
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer and Melissa Quijano, Deputy Director of HCHA, and Jim Brisse from the County Attorney's Office. Additional attendees included the following:

Beverly Burroughs, Debra McCray, Paul Curry, and Vivian Clark of Harris County Housing Authority. Kim Brode from Precinct 4 was also in attendance.

II. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

Ms. Debra McCray opened the meeting with a prayer, followed by Commissioner Dr. Adriana Tamez, who led the Pledge of Allegiance, and Vice Chairman Joe Villarreal, who led the Texas Pledge.

III. APPROVAL OF MINUTES FROM OCTOBER 20, 2021

Vice Chairman Joe Villarreal moved to approve the minutes from the October 20, 2021 Board meeting, Commissioner Dr. Adriana Tamez seconded, and the motion carried.

IV. PUBLIC COMMENTS

Kim Brode from Precinct 4 provided public comments.

V. CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison presented the U.S. Department of Housing and Urban Development (HUD), acknowledges the Continuing Emergency – Interim Rule, Transportation-Housing and Urban Development (T-HUD) Bill for FY 22, Worst Case Housing Needs, the introduction of Deputy Director, and the Monthly Report.

Mr. Allison informed the Board that HUD acknowledges the Continuing Emergency – Interim Rule recognizing that there is still a national emergency and residents continue to feel the impact of the COVID-19 pandemic. HUD also notes that tenant accounts receivables are increasing, and inspections are being delayed. The Housing Industry is requesting that HUD defer scoring under PHAS and SEMAP. Housing Authorities must provide information on available Federal Assistance with lease termination notices for non-payment of rent, for example, 30-days before terminations. This rule does not apply to the Housing Choice Voucher (HCV) or Project-Based Programs.

Mr. Allison noted that the Housing Appropriations Committee approved the T-HUD Bill for Fiscal Year 2022. This bill provides the following:

- \$65.4 billion for HUD programs, an increase of \$5.7 billion
- \$2.47 billion HCV Administrative Fee, an increase of \$345 million
- \$13.97 billion for Project-Based Vouchers, an increase of \$505 million
- \$24.53 billion for Tenant-Based Rental Assistance, an increase of \$424 million
- \$3.26 billion to reduce homelessness and increase the supply of affordable housing, an increase of \$260 million

Mr. Allison presented HUD's Office of Policy Development and Research Biennial Report. The report was based on a sample of 85,400 housing units and showed that:

- The worst-case housing needs were greater in the South and West; 52% of the worst-case housing needs were in cities and urban suburbs.
- The worst-case needs increase from 48.19% to 49.2% for extremely low-income households, 30% AMI and below.
- There is significant competition for Affordable Housing. Below lists the statistics by ethnicities needing affordable housing:
 - 53.3% People of color
 - 46.7% Non-Hispanic White
 - 24.7% Hispanic (Hispanics are more likely to experience worst-case housing needs)

20.4% Non-Hispanic Blacks

Mr. Allison introduced Ms. Melissa Quijano as the new Deputy Director. Welcome, Ms. Quijano.

Mr. Allison presented the Monthly Reports for September :

We are experiencing delays in Annual Recertifications due to the impact of the COVID Pandemic. However, we have implemented an aggressive plan in an effort to be caught up before the end of 2021. At this time, Annual Recertifications are 97% and are being processed timely. HCHA did not issue any new vouchers. HCHA staff continues to conduct Intake Briefings online via video conferencing. Currently, client briefing attendance is at 100%. Housing Quality Standards (HQS) Inspections, i.e., new move-in and emergency inspections, are being conducted; however, the rate of HQS Inspections has slowed to minimize potential exposure of the inspectors to COVID-19. The pass rate for first-time inspections is 51%. Lease terminations for the violation of the family's obligations are being upheld. The Housing Choice Voucher (HCV) program's voucher utilization rate for September 2021 is 103%, the Single-Room Occupancy (SRO) program is 85%, the Veterans Affairs Supportive Housing (VASH) program is 95%, and the Emergency Housing Voucher (EHV) program is 0% as these vouchers have just been issued.

VI. FINANCIAL PRESENTATION

Mr. Curry presented the HCHA September 2021 financial statements. The consolidated budget reflected revenue over budget by 21% and expenses over budget by 8%. Mr. Curry reviewed the Affordable Housing Development financial statements. Mr. Curry answered questions from the Board.

VII. DEPARTMENT PRESENTATION

Ms. McCray presented the HCV Program lease-up rates for September 2021. The HCV Program lease-up rate was 103.1% for September 2021 and 105.1% year-to-date, the VASH Program lease-up rate was 94.7% for September 2021, and 99.9% year-to-date, and Jackson Hinds SRO Program lease-up rate was 84.7% for September 2021, and 86.1% year-to-date. The Homeownership Program had one closing in October 2021, and there are three new applications. The EHV Program has 84 referrals; HCHA has issued 47 EH vouchers; 23 applicant files are under review, with 11 applicants' briefings being rescheduled. The Section Eight Management Assessment Program (SEMAP) reporting rate is 100%.

Mr. Allison reviewed the status of properties within the Affordable Housing Division for the month of September 2021. Mr. Allison informed the Board that all existing properties are currently 93% leased or above for September 2021. In addition, Mr. Allison noted that Heritage Estates and The Villas at Eastwood are under leased for the month of September. Mr. Allison noted that Louetta Village, Heritage Estates, Baybrook Park Retirement Center, Waterside Court, Magnolia Estates, Cypresswood Estates, Retreat at Westlock, and The Villas at Eastwood net incomes were under budget for September 2021. Mr. Allison noted that Leo Daniels Apartment's management office contacted HCHA staff and would like to house their residents at The Villas at Eastwood while their property is

being renovated.

Mr. Allison moved to working developments. Mr. Allison noted that HCHA staff is working with the Texas Department of Housing Community Affairs (TDHCA) regarding HCHA's cost certification submission for The Villas at Eastwood.

Mr. Allison stated HCHA staff is working to obtain quotes for market study, appraisal, and environmental services for the initial due diligence for the METRO site. In addition, HCCSD has contacted HCHA staff to discuss possible funding options for the site.

Mr. Allison reviewed the completion statistics for each of the properties. Mr. Allison noted that:

- The Arbor at Wayforest is 75% complete.
- The Hollows is 50% complete.
- The Northwood Apartments project is 29% complete.
- The Bluestem Apartments is 3% complete.
- The Residences at Arbor Oaks is 5% complete.

Mr. Allison moved to the Round 2 CDBG-DR Harvey Funding applications. There are no new updates on The Hay Center. HCHA Staff has met with The Hay Center representatives to determine if Project-Based Vouchers can be used for this development. Mr. Allison noted that HCHA staff and HCCSD are working to resolve the First Met Senior Apartments shortfall. The shortfall has been cut down to approximately \$1 million.

Mr. Allison reviewed the construction activities for the AMTEX Katy development (The Greenwood at Katy). The development is 79% complete, pre-leasing activities are ongoing, and Fire Marshall inspections are being completed.

VIII. EXECUTIVE SESSION

The Board went into executive session at 1:15 p.m. to consult with its attorneys, seek or receive legal advice, consult regarding pending or contemplated litigation, and discuss the value or transfer of real property.

IX. RECONVENE

The Board of Commissioners reconvened into public session at 2:05 p.m.

X. DISCUSSION AND ACTION ITEMS

ACTION ITEM 2:

Resolution ratifying actions taken and authorizing additional action to acquire from Municipal Utility District No. 499, 244 equivalent single-family connections for development of the Lake Houston Project

Vice Chairman Joe Villarreal moved to approve the resolution, Commissioner Dr. Adriana Tamez seconded, and the motion carried unanimously. (21-54) *Chairman Womack*

recommended any changes under \$25,000 that Mr. Allison notify the Board. However, if any changes exceed \$25,000, Mr. Allison will obtain Board approval.

ACTION ITEM 3:

Resolution approving an extension of the agreement between Harris County Housing Authority and Novogradac & Company, LLP for Accounting Services for Fenix Estates

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-55)

ACTION ITEM 4:

Resolution adopting reasonable period of time for Public Comment at the November 22, 2021, Special Public Meeting

Commissioner Dr. Adriana Tamez moved to approve the resolution, Commissioner Joe Ellis seconded, and the motion carried unanimously. (21-56).

ACTION ITEM 5:

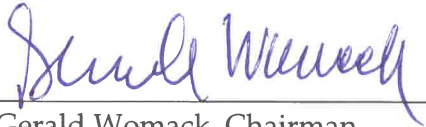
Resolution authorizing the Chief Executive Officer to negotiate and execute a term sheet for Financial Services – Mortgage Refinance

Commissioner Dr. Adriana Tamez moved to approve the resolution, Vice Chairman Joe Villarreal seconded the amended resolution, and the motion carried unanimously. Dr. Adriana Tamez abstained. (21-57)

XI. ADJOURNMENT

Vice Chairman Joe Villarreal moved to adjourn at 3:05 p.m., Commissioner Dr. Adriana Tamez seconded, all were in favor, and the motion carried.

Adopted and approved this 19th day of January 2022.



Gerald Womack, Chairman



Horace Allison, Secretary



**MINUTES OF PUBLIC MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY**

Humble, Texas

November 22, 2021

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

I. CALL TO ORDER AND RECORD OF ATTENDANCE

The Board of Commissioners of Harris County Housing Authority met in a public session, open to the public on the 22nd day of November 2021 at Centennial Elementary School, located at 15130 Timber Forest Drive, Houston, Texas. Chairman Womack called the meeting to order at 6:01 p.m. and called the roll of the duly constituted officers and members of the Board:

Gerald Womack	Chairman	Present
Joe Villarreal	Vice Chairman	Present
Joe Ellis	Commissioner	Absent
Dr. Adriana Tamez	Commissioner	Present
Kerry Wright	Commissioner	Absent

Attending for all or portions of the meeting were Horace Allison, Chief Executive Officer and Melissa Quijano, Deputy Director of HCHA, and Jim Brissee from the County Attorney's Office. Additional attendees included the following:

Adeline Benoit, Beverly Burroughs, Katherine Escamilla, Thea Haynes, Debra McCray, Jesus Menchaca, Gayla Mickens, Fred Mitchell, Brenda Sanchez, and Vivian Clark of Harris County Housing Authority.

II. PRESENTATION

Mr. Horace Allison presented The View at Lake Houston, a mixed-income, mixed-use Master Planned Community. Ms. Jenn Garrett and Mr. Ross Hosket, Harris County

Attorney Community Services Department, also presented on the Single-Family New Construction Program at Lake Houston.

III. PUBLIC COMMENTS

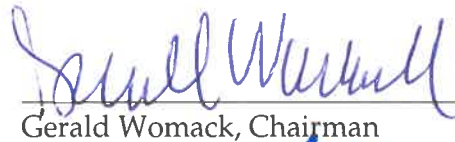
Mr. Jim Brissee, Harris County Attorney's Office, facilitated public comments. Mr. Brissee noted that thirty-two members of the public had registered to address the Board and that each person would be given three minutes to address the Board. Mr. Brissee then called the members of the public and each, in turn, offered their comments

Prior to the end of the meeting, Mr. Allison provided his office number and email address to those in attendance.

IV. ADJOURNMENT

Vice Chairman Joe Villarreal moved to adjourn at 9:17 p.m., Commissioner Dr. Adriana Tamez seconded, all were in favor, and the motion carried.

Adopted and approved this 19th day of January 2022.



Gerald Womack, Chairman



Horace Allison, Secretary