

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

Houston, Texas

January 18, 2017

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The Board of Commissioners of Harris County Housing Authority met in regular session, open to the public, on the 18th day of January 2017, at Harris County Housing Authority, located at 8933 Interchange Drive, inside the boundaries of Harris County in Houston, Texas. Vice Chairman Womack called the meeting to order at 1:35 p.m., and the roll was taken of the duly constituted officers and members of the board:

Kerry Wright	Chairman	Absent
Gerald Womack	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Roberto Gonzalez	Commissioner	Absent
Joe Villarreal	Commissioner	Present

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

Paul Curry, Samson Babalola, Paula Burns, Timika Simmons, Debra McCray, Adeline Benoit, Diana Zuniga Katherine Escamilla and Katie Thomson of Harris County Housing Authority; Toni Jackson, Bobkin Simonians, Kevin Hardy, Eriel Chambers, Lubna Qadri and Cody Holder were also in attendance.

Vice Chairman Womack opened the meeting with a prayer followed by Commissioner Ellis who led the Pledge of Allegiance and the Texas Pledge.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES FROM DECEMBER 21, 2016

Commissioner Ellis moved to approve the minutes from the December 21, 2016 board meeting, Commissioner Villarreal seconded, and the motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison began his report by giving an update on the market changes in the Low Income Housing Tax Credit (LIHTC) program. Mr. Allison reported that the Annual Public Housing Authority (PHA) Plan public hearing took place on Tuesday, January 17, 2017. A resolution will go before the board later in the meeting. Mr. Allison also gave several general news updates from HUD.

FINANCIAL AGENDA

Mr. Curry presented the financial statements from November 2016 and answered the Commissioners' questions. Mr. Curry explained that all programs have a positive cash flow due to HCHA's balanced budget. Affordable Housing transferred \$1,000,000.00 into the HCHA Redevelopment Authority, Inc. account, causing HCHA to report \$715,079.00 less in funds in the account in November 2016. In the consolidated budget, revenue is over budget by 39%. Expenses are over budget by 10%.

ADMINISTRATIVE AGENDA

Debra McCray presented information on the lease-up rates for the HCV program. For December 2016, the HCV program lease-up rate was 103.0% of HCHA's awarded vouchers, Veterans Affairs Supportive Housing program is at 83.1%, Single Room Occupancy program is at 90.0% and the Thomas Moderate Rehabilitation program is leased at 100.0% of authorized vouchers. HCHA has 37 total participants in the homeownership program to date.

Paula Burns reviewed the status of properties within the Affordable Housing Division. All properties are 98%-100% leased to date. Mrs. Burns reported that net operating expenses for all properties except for Baybrook Park, Magnolia Estates and Sierra Meadows are over budget for the month due to unbudgeted utility and personnel expenses, but said that all properties are still within their annual budget. Mrs. Burns reported that all properties were fiscally healthy.

Samson Babalola also presented a status update on development activities within the Affordable Housing Division. Mr. Babalola estimated that the Retreat at Westlock is 47% complete, and currently the electrical wiring, ductwork, window installation, and pavilion, are all being installed. The management company has commenced leasing up the property. Mr. Babalola gave an update on Fenix Estates and reported that a tax credit application has been resubmitted to the State. HCHA expects to close on this development in February 2017.

Timika Simmons presented a status update on marketing and communications activities within the Public Affairs Department. Ms. Simmons presented a year-in-review presentation detailing the measurable growth of HCHA's public relations and outreach efforts in 2016. Ms. Simmons also introduced HCHA's Spring 2016 interns: Lubna Qadri and Eriel Chambers.

BOARD ACTION ITEMS

Resolution authorizing a second extension of a contract for janitorial services

This resolution authorizes the Chief Executive Officer (CEO) to execute a second extension of an agreement with AMB Janitorial Services. Commissioner Ellis moved to approve the resolution, Commissioner Villarreal seconded, and the motion carried unanimously. (17-01)

Resolution authorizing a second amendment to a contract for legal services

This resolution authorizes the CEO to negotiate a second amendment to the contract for legal services with The Grady Law Firm, PC and Martin, Disiere, Jefferson & Wisdom, LLP. Commissioner Villarreal moved to approve the resolution, Commissioner Ellis seconded, and the motion carried unanimously. (17-02)

Resolution authorizing the Chief Executive Officer to negotiate and execute the renewal of a revocable license agreement with the U.S. Department of Veterans Affairs

This resolution authorizes the CEO to negotiate and execute a renewed revocable license agreement with the VA to locate employees at HCHA's offices. Vice Chairman Womack moved to approve the resolution, Commissioner Ellis seconded, and the motion carried unanimously. (17-03)

Resolution approving revisions to HCHA's Administrative Plan

This resolution authorizes HCHA to adopt revisions made to the Administrative Plan concerning waitlist processes, briefing appointments, zero-income processes, and quality control inspection processes. Commissioner Ellis moved to approve the resolution, Commissioner Villarreal seconded, and the motion carried unanimously. (17-04)

Resolution approving the 2017 Annual Public Housing Authority (PHA) Plan

This resolution authorizes HCHA to adopt the 2017 Annual PHA Plan. Vice Chairman Womack moved to approve the resolution, Commissioner Ellis seconded, and the motion carried unanimously. (17-05)

Resolution authorizing the formation of HCHA Development Corporation as a Texas Public Facility Corporation

This resolution authorizes the formation of HCHA Development Corporation for the purpose of development of housing for residents of Harris County. Vice Chairman Womack moved to approve the resolution, Commissioner Ellis seconded, and the motion carried unanimously. (17-06)

EXECUTIVE SESSION

None.

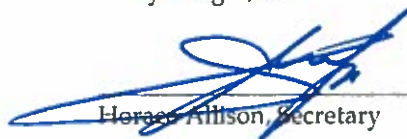
ADJOURNMENT

Vice Chairman Womack moved to adjourn at 2:55 p.m., Commissioner Ellis seconded, all were in favor, and the motion carried.

Adopted and approved this 15th day of February 2017.



Kerry Wright, Chairman



Horace Allison, Secretary

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

Houston, Texas

February 15, 2017

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The Board of Commissioners of Harris County Housing Authority met in regular session, open to the public, on the 15th day of February 2017, at Harris County Housing Authority, located at 8933 Interchange Drive, inside the boundaries of Harris County in Houston, Texas. Chairman Wright called the meeting to order at 1:38 p.m., and the roll was taken of the duly constituted officers and members of the board:

Kerry Wright	Chairman	Present
Gerald Womack	Vice Chairman	Present
Joe Ellis	Commissioner	Absent
Roberto Gonzalez	Commissioner	Absent
Joe Villarreal	Commissioner	Present

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

Paul Curry, Samson Babalola, Paula Burns, Timika Simmons, Debra McCray, Adeline Benoit, Diana Zuniga Katherine Escamilla and Katie Thomson of Harris County Housing Authority; Bobkin Simonians, Lance Gilliam, Wanda LeBlanc, and Cody Holder were also in attendance.

Chairman Womack opened the meeting with a prayer followed by Commissioner Villarreal who led the Pledge of Allegiance and the Texas Pledge.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES FROM JANUARY 18, 2017

Vice Chairman Womack moved to approve the minutes from the January 18, 2017 board meeting, Commissioner Villarreal seconded, and the motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison began his report by giving an update on HCHA's upcoming Requests for Proposals concerning branding services and HCV policies. Mr. Allison also reported that he has been working with the City's community development department on a pilot voucher mobility program. Mr. Allison reported that staff is currently working to rebrand its cultural values with a new internal campaign. Mr. Allison discussed that HCHA is taking part in a regional collaboration with HUD fair housing efforts.

FINANCIAL AGENDA

Mr. Curry presented the financial statements from December 2016 and answered the Commissioners' questions. Mr. Curry explained that all programs have a positive cash flow due to HCHA's balanced budget. The Section 8 / HCV Program account had a negative net income for HCHA in December because there were three payrolls that month; however, Mr. Curry explained that it should be positive the next month. In the consolidated budget, revenue is over budget by 14%. Expenses are over budget by 2%.

ADMINISTRATIVE AGENDA

Debra McCray presented information on the lease-up rates for the HCV program. For January 2017, the HCV program lease-up rate was 103.3% of HCHA's awarded vouchers, Veterans Affairs Supportive Housing program is at 83.7%, Single Room Occupancy program is at 91.7% and the Thomas Moderate Rehabilitation program is leased at 100% of authorized vouchers. HCHA has 38 total participants in the homeownership program to date.

Paula Burns reviewed the status of properties within the Affordable Housing Division. All properties are 95%-100% leased to date. Mrs. Burns reported that net operating expenses for all properties except for Baybrook Park, Magnolia Estates, and Sierra Meadows are over budget for the month due to unbudgeted utility and personnel expenses, but said that all properties are still within their annual budget. Mrs. Burns reported that all properties were fiscally healthy.

Samson Babalola also presented a status update on development activities within the Affordable Housing Division. Mr. Babalola estimated that the Retreat at Westlock is 50% complete, and currently the window installation, sheetrock installation and pavilion are all being installed. The management company has commenced leasing up the property. Mr. Babalola gave an update on Fenix Estates and reported that a tax credit application has been resubmitted to the State. HCHA expects to close on this development in March 2017.

Timika Simmons presented a status update on marketing and communications activities within the Public Affairs Department. Ms. Simmons said she has focused on engaging community leaders in high opportunity areas for affordable housing, and has worked on building partnerships with homebuilders for the homeownership program. Ms. Simmons also discussed the different legislation and bills her department has tracked that are relevant to the housing authority. Ms. Simmons presented her press initiatives and the new logos her department designed for HCHA's public facility corporation, development corporation, and redevelopment corporation.

BOARD ACTION ITEMS

Resolution authorizing a contract for security services

This resolution authorizes the Chief Executive Officer to execute a contract for security services with WE Security, Inc. Vice Chairman Womack moved to approve the resolution, Commissioner Villarreal seconded, and the motion carried unanimously. (17-07)

Resolution authorizing the Chief Executive Officer to negotiate and execute an interlocal agreement with Harris County, the City of Houston, and Houston Housing Authority to expand the housing search and location tool

This resolution authorizes the CEO to negotiate and execute an Interlocal Agreement with the County, the City, and HHA to expand the housing search and location tool. Vice Chairman Womack moved to approve the resolution, Chairman Wright seconded, Commissioner Villarreal abstained, and the motion carried. (17-08)

Resolution approving the Harris County Housing Authority Public Facility Corporation's amendment of loan documents to facilitate and advance an additional \$500,000.00 in development funding for the Retreat at Westlock.

This resolution authorizes the Harris County Housing Authority Public Facility Corporation to extend the New Loan to the Partnership, and execute and deliver the Transaction Documents. Chairman Wright moved to table this resolution until after executive session.

EXECUTIVE SESSION

The Board went into executive session at 2:57 p.m. to discuss personnel and real estate matters with HCHA's attorney.

The Board of Commissioners reconvened into public session at 4:00 p.m.

OTHER BOARD ACTION

Resolution approving the Harris County Housing Authority Public Facility Corporation's amendment of loan documents to facilitate and advance an additional \$500,000.00 in development funding for the Retreat at Westlock.

This resolution authorizes the Harris County Housing Authority Public Facility Corporation to extend the New Loan to the Partnership, and execute and deliver the Transaction Documents. Chairman Wright moved to approve the resolution, Vice Chairman Womack seconded, and the motion carried unanimously. (17-09)

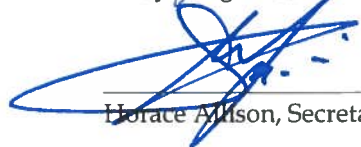
ADJOURNMENT

Vice Chairman Womack moved to adjourn at 4:00 p.m., Commissioner Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 15th day of March 2017.



Kerry Wright, Chairman



Horace Allison, Secretary

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

Houston, Texas

March 15, 2017

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The Board of Commissioners of Harris County Housing Authority met in regular session, open to the public, on the 15th day of March 2017, at Harris County Housing Authority, located at 8933 Interchange Drive, inside the boundaries of Harris County in Houston, Texas. Chairman Wright called the meeting to order at 1:38 p.m., and the roll was taken of the duly constituted officers and members of the board:

Kerry Wright	Chairman	Present
Gerald Womack	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Roberto Gonzalez	Commissioner	Present
Joe Villarreal	Commissioner	Present

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

Paul Curry, Samson Babalola, Timika Simmons, Debra McCray, Adeline Benoit, Katherine Escamilla and Katie Thomson of Harris County Housing Authority; Bobken Simonians, Wanda LeBlanc, Eriel Chambers, Toni Jackson and Cody Holder were also in attendance.

Vice Chairman Womack opened the meeting with a prayer followed by Commissioner Ellis who led the Pledge of Allegiance, and Commissioner Gonzalez who led the Texas Pledge.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES FROM FEBRUARY 15, 2017

Commissioner Ellis moved to approve the minutes from the February 15, 2017 board meeting, Vice Chairman Womack seconded, and the motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison began his report by giving an update on Fenix Estates and the Retreat at Westlock. Mr. Allison also reported that he and other senior staff attended an Affirmatively Furthering Fair Housing regional meeting on March 10, 2017 to collaborate with local housing authorities. Mr. Allison reported that staff is currently looking to discontinue the Authority's relationship with Northwest Assistance Ministries due to violation of agreement. Mr. Allison discussed several news and legislative updates from the U.S. Department of Housing and Urban Development.

FINANCIAL AGENDA

Mr. Curry presented the financial statements from January 2017 and answered the Commissioners' questions. In the consolidated budget, revenue is over budget by 13%. Expenses are over budget by 1%.

ADMINISTRATIVE AGENDA

Debra McCray presented information on the lease-up rates for the HCV program. For February 2017, the HCV program lease-up rate was 104.3% of HCHA's awarded vouchers, Veterans Affairs Supportive Housing program is at 83.4%, Single Room Occupancy program is at 94.5% and the Thomas Moderate Rehabilitation program is leased at 100% of authorized vouchers. HCHA has 38 total participants in the homeownership program to date.

Samson Babalola reviewed the status of properties within the Affordable Housing Division. All properties are 98%-100% leased to date. Mr. Babalola reported that net operating expenses for all properties except for Magnolia Estates and Cypresswood Estates are under budget for the month, but clarified that all properties are still within their annual budget. Mr. Babalola reported that all properties were fiscally healthy.

Mr. Babalola also presented a status update on development activities within the Affordable Housing Division. Mr. Babalola estimated that the Retreat at Westlock is 52% complete, and currently the interior painting, stucco and masonry work, pool installation, granite and cabinetry are all in progress. The management company has commenced leasing up the property. Mr. Babalola gave an update on Fenix Estates and reported that funds from the City and the County are expected to be approved before the end of March 2017. HCHA expects to close on this development in April 2017.

Timika Simmons presented a status update on marketing and communications activities within the Public Affairs Department. Ms. Simmons said she has focused on engaging community leaders in high opportunity areas for affordable housing, and has worked on creating a homebuilders kit for the homeownership program. Ms. Simmons also discussed the different legislation and bills her department has tracked that are relevant to the housing authority. Ms. Simmons presented her press initiatives and new collateral materials designed by her department for the Authority.

BOARD ACTION ITEMS

Resolution approving the FY2018 budget.

This resolution authorizes adoption of the proposed FY2018 Budget. Chairman Wright tabled this resolution until after executive session.

Resolution approving the submission of the Section Eight Management Assessment Program (SEMAP) certification to the Department of Housing and Urban Development.

This resolution approves the submission of the 2017 SEMAP certification report to HUD. Chairman Wright moved to approve the resolution, Commissioner Gonzalez seconded, and the motion carried unanimously. (17-10)

Resolution approving a contract for online document management platform services.

This resolution authorizes the CEO to execute a contract for document management platform services with Starta Development, Inc. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, and the motion carried unanimously. (17-11)

Resolution approving a contract for IT services.

This resolution authorizes the CEO to execute a contract for IT services with First Service Technology, LLC. Vice Chairman Womack moved to approve the resolution, Commissioner Gonzalez seconded, and the motion carried unanimously. (17-12)

Resolution approving the renewal of an Interlocal Agreement for the provision of insurance coverage.

This resolution authorizes the CEO to execute a renewed interlocal agreement with Texas Municipal League Insurance Risk Pool for an additional one-year term. Chairman Wright moved to approve the resolution, Vice Chairman Womack seconded, and the motion carried unanimously. (17-13)

Resolution authorizing the CEO to negotiate and execute an agreement for the disposal of surplus property.

This resolution authorizes HCHA to dispose of a vehicle. Chairman Wright moved to approve the resolution, Commissioner Gonzalez seconded, and the motion carried unanimously. (17-14)

Resolution authorizing Harris County Housing Authority's (HCHA) Housing Choice Voucher program to sell a 2015 Prius to HCHA's Central Office Cost Center.

This resolution authorizes HCHA's COCC program to purchase a vehicle from HCHA's HCV program for accounting purposes. Vice Chairman Womack moved to approve the resolution, Commissioner Gonzalez seconded, and the motion carried unanimously. (17-15)

Resolution authorizing Harris County Housing Authority Public Facility Corporation to induce bonds to be issued for the Fenix Estates project.

This resolution authorizes the Harris County Housing Authority Public Facility Corporation to induce bonds for Fenix Estates. Vice Chairman Womack moved to approve the resolution, Commissioner Gonzalez seconded, Commissioner Villarreal abstained, and the motion carried. (17-16)

Resolution approving a transfer of \$1,000,000.00 to the Department of Housing and Urban Development (HUD).

This resolution authorizes HCHA to transfer \$1,000,000.00 to the Net Restricted Position of the HCV program. Chairman Wright moved to approve the resolution, Commissioner Gonzalez seconded, and the motion carried unanimously. (17-17)

OTHER COMMENTS

Chairman Wright announced that he would be stepping down from the board as Chairman next meeting but would still remain on the board.

EXECUTIVE SESSION

The Board went into executive session at 2:49 p.m. to discuss matters with HCHA's attorney.

The Board of Commissioners reconvened into public session at 4:18 p.m.

OTHER BOARD ACTION

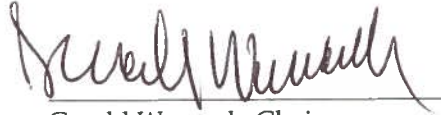
Resolution approving the FY2018 budget.

This resolution authorizes adoption of the proposed FY2018 Budget. Vice Chairman Womack moved to approve the resolution, Chairman Wright seconded, and the motion carried unanimously. (17-18)

ADJOURNMENT

Vice Chairman Womack moved to adjourn at 4:19 p.m., Commissioner Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 19th day of April 2017.



Gerald Womack, Chairman



Horace Allison, Secretary

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

Houston, Texas

April 10, 2017

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The Board of Commissioners of Harris County Housing Authority met in a special session, open to the public, on the 10th day of April 2017, at Harris County Housing Authority, located at 8933 Interchange Drive, inside the boundaries of Harris County in Houston, Texas. Vice Chairman Womack called the meeting to order at 1:35 p.m., and the roll was taken of the duly constituted officers and members of the board:

Kerry Wright	Chairman	Absent
Gerald Womack	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Roberto Gonzalez	Commissioner	Present
Joe Villarreal	Commissioner	Present

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

Samson Babalola and Katie Thomson of Harris County Housing Authority; Toni Jackson was also in attendance.

Secretary Allison opened the meeting with a prayer followed by Commissioner Ellis who led the Pledge of Allegiance and the Texas Pledge.

PUBLIC COMMENTS

None.

BOARD ACTION ITEMS

Resolution approving substitute limited partner.

This resolution approves the substitution of the Limited Partner as contemplated by the Second Amendment. Vice Chairman Womack clarified that Guy Rankin's name on the attached documents were just to show old records and were not a reflection of the party that would be signing for the current version. General Counsel Lemond confirmed that Vice Chairman Womack was correct. Vice Chairman Womack moved to approve the resolution, Commissioner Gonzalez seconded, and the motion carried unanimously. (17-19)

Resolution to approve and ratify the following actions in connection with Fenix Estates: 1) enter into ground leases with the Owner Entities; 2) enter into an agreement to enter into a Housing Assistance Payment contract (the Agreement for Contract) governing project-based vouchers; and 3) take such other actions necessary or convenient to carry out this resolution.

This resolution concerns the Ground Lease for Fenix Estates. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, Commissioner Villarreal abstained, and the motion carried. (17-20)

Resolution to approve and ratify the following actions in connection with Fenix Estates: 1) the admission of an Investor Limited Partner and a Special Limited Partner for Fenix Estates I, LP (the Partnership); 2) Fenix Estates I GP, LLC (the General Partner) to enter into an amended and restated Limited Partnership Agreement for the Partnership; and 3) take such other actions necessary or convenient to carry out this resolution.

This resolution concerns the admission of the Investor Limited Partner and the Special Limited Partner to Fenix Estates I, LP. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, Commissioner Villarreal abstained, and the motion carried. (17-21)

Resolution to approve and ratify actions in connection with the financing for the Fenix Estates project for the following: 1) Fenix Estates I, LP (the Partnership) to enter into a loan from CitiBank, N.A. (the Lender); and 2) to take such other actions necessary or convenient to carry out this resolution.

This resolution concerns the partnership entering into a loan from CitiBank. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, Commissioner Villarreal abstained, and the motion carried. (17-22)

Resolution to approve and ratify actions in connection with the financing for the Fenix Estates project for the following: 1) HCHA Development Corporation (the Corporation) to enter into a HOME loan and TIRZ loan from the City of Houston (the Lender); and 2) to take such other actions necessary or convenient to carry out this resolution.

This resolution concerns the Corporation entering into loan agreements with the City for Fenix Estates. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, Commissioner Villarreal abstained, and the motion carried. (17-23)

Resolution to approve and ratify all actions in connection with the financing for the Fenix Estates project for the following: 1) HCHA Development Corporation (the Lender) to loan the CDBG-DR funds granted by the Texas General Land Office to Fenix Estates, I, LP (the Partnership); 2) the Lender to loan the City of Houston HOME funds and TIRZ funds to the Partnership; 3) the Lender to loan Harris County funds, comprised of HOME funds, CDBG funds, and CDBG-DR funds, to the Partnership; and 4) to take such other actions necessary or convenient to carry out this resolution.

This resolution concerns three loan agreements for Fenix Estates. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, Commissioner Villarreal abstained, and the motion carried. (17-24)

Resolution to approve and ratify actions in connection with the financing for the Fenix Estates project for the following: 1) Fenix Estates I, LP (the Partnership) to enter into a loan from HCHA Development Corporation (the Lender) for CDBG-DR funds granted by the Texas General Land Office; 2) the Partnership to enter into a loan from the Lender for HOME and TIRZ funds from the City of Houston; 3) the Partnership to enter into a loan from the Lender for funds from Harris County, comprised of HOME funds, CDBG funds, and CDBG-DR funds; and 4) to take such other actions necessary or convenient to carry out this resolution.

This resolution concerns three loan agreements for Fenix Estates on behalf of the borrower. Vice Chairman Womack moved to approve the resolution, Commissioner Gonzalez seconded, Commissioner Villarreal abstained, and the motion carried. (17-25)

Resolution authorizing Harris County Housing Authority Public Facility Corporation's issuance, sale and delivery of multifamily housing governmental notes (Fenix Estates) series 2017A and taxable series 2017B; and approving the form and substance and authorizing the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily rental residential and commercial development; and containing other provisions relating to the subject.

This resolution concerns the issuer and bond in relation to the financing of Fenix Estates. Vice Chairman Womack moved to approve the resolution, Commissioner Gonzalez seconded, Commissioner Villarreal abstained, and the motion carried. (17-26)

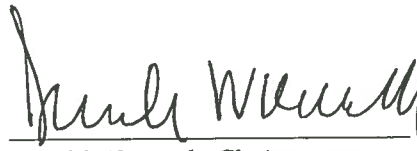
Resolution to approve and ratify the following actions in connection with Fenix Estates: (i) Fenix Estates Development, LLC to enter into the Development Agreement and other agreements for the Fenix Estates project; and (ii) to take such other actions necessary or convenient to carry out this resolution.

This resolution concerns the developer on Fenix Estates. Commissioner Gonzalez moved to approve the resolution, Commissioner Ellis seconded, Commissioner Villarreal abstained, and the motion carried. (17-27)

ADJOURNMENT

Commissioner Gonzalez moved to adjourn at 2:27 p.m., Commissioner Villarreal seconded, all were in favor, and the motion carried.

Adopted and approved this 19th day of April 2017.



Gerald Womack, Chairman



Horace Allison, Secretary

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

Houston, Texas

April 19, 2017

THE STATE OF TEXAS §
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COUNTY OF HARRIS §

The Board of Commissioners of Harris County Housing Authority met in regular session, open to the public, on the 19th day of April 2017, at Harris County Housing Authority, located at 8933 Interchange Drive, inside the boundaries of Harris County in Houston, Texas. Chairman Wright called the meeting to order at 1:30 p.m., and the roll was taken of the duly constituted officers and members of the board:

Kerry Wright	Chairman	Present
Gerald Womack	Vice Chairman	Present
Joe Ellis	Commissioner	Present
Roberto Gonzalez	Commissioner	Present
Joe Villarreal	Commissioner	Present

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

Paul Curry, Samson Babalola, Timika Simmons, Debra McCray, Adeline Benoit, Katherine Escamilla, Paula Burns, Yolana Kindle and Katie Thomson of Harris County Housing Authority; Bobken Simonians, Wanda LeBlanc, Chris Akbari, Toni Jackson, Tonisha Hunter and Cody Holder were also in attendance.

Vice Chairman Womack opened the meeting with a prayer followed by Commissioner Ellis who led the Pledge of Allegiance and the Texas Pledge.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES FROM MARCH 15, 2017

Commissioner Ellis moved to approve the minutes from the March 15, 2017 board meeting, Commissioner Gonzalez seconded, and the motion carried unanimously.

APPROVAL OF MINUTES FROM APRIL 10, 2017

Vice Chairman Womack moved to approve the minutes from the April 10, 2017 board meeting, Commissioner Gonzalez seconded, and the motion carried unanimously.

BOARD ACTION ITEMS

Resolution regarding election of officers.

This resolution authorizes the election of Vice Chairman Womack as the new Chairman of the Board and the election of Commissioner Gonzalez as Vice Chairman of the Board. Vice Chairman Womack moved to approve the resolution, Chairman Wright seconded, and the motion carried unanimously. (17-28)

All attendees gave a standing ovation to the Commissioners. Mr. Allison presented an achievement award to Commissioner Wright for his five years of service as Chairman of the Board.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allison began his report by giving an update on the Retreat at Westlock's new adopt-a-property initiative. Mr. Allison also reported that he and other senior staff attended the Chronic Homelessness Challenge with the Mayor's office to collaborate with local community leaders on this issue. Mr. Allison reported that Harris County Community Services Department sent HCHA a letter regarding a notice to recapture funds for Westlock if the project is not completed by a specific date. Mr. Allison reported that HUD notified HCHA that it is at risk of becoming a shortfall agency and has advised HCHA to pursue other proactive steps to reduce HCV program costs. Mr. Allison reminded the board about implementing a new property management agreement for Sierra Meadows, and gave an update on the Fenix Estates closing.

FINANCIAL AGENDA

Mr. Curry presented the financial statements from February 2017 and answered the Commissioners' questions. Mr. Curry reminded the board that HCHA transferred \$1,000,000.00 in March 2017 to the Section 8 account, and said that it would not reflect a negative balance in next month's report. In the consolidated budget, revenue is over budget by 12%. Expenses are over budget by 2%.

ADMINISTRATIVE AGENDA

Debra McCray presented information on the lease-up rates for the HCV program. For March 2017, the HCV program lease-up rate was 102.2% of HCHA's awarded vouchers, Veterans Affairs Supportive Housing program is at 83.1%, Single Room Occupancy program is at 94.5% and the Thomas Moderate Rehabilitation program is leased at 100% of authorized vouchers. HCHA has 40 total participants in the homeownership program to date. Ms. McCray welcomed Tonisha Hunter to present her story about how she became a homeowner within HCHA's homeownership program. The Board congratulated Ms. Hunter on her accomplishments and Ms. McCray presented her with an award.

Paula Burns reviewed the status of properties within the Affordable Housing Division. All properties are 95%-100% leased to date. Ms. Burns reported that net operating expenses for all properties except for Baybrook Park Retirement Center and Cypresswood Estates are under budget for the month, but clarified that all properties are still within their annual budget. Ms. Burns reported that all properties were fiscally healthy.

Samson Babalola also presented a status update on development activities within the Affordable Housing Division. Mr. Babalola estimated that the Retreat at Westlock is 70% complete, and currently the interior painting, stucco and masonry work, pool installation, granite and cabinetry are all in progress. The management company has commenced leasing up the property. Mr. Babalola gave an update on Fenix Estates and reported that funds from the City and the County are expected to be approved before the end of April 2017. HCHA expects to close on this development in April 2017.

Timika Simmons presented a status update on marketing and communications activities within the Public Affairs Department. Ms. Simmons said she has focused on scheduling landlord briefings for the HCV Program, and on planning the Fenix Estates ground-breaking and Retreat at Westlock open house. Ms. Simmons also discussed the different legislation and bills her department has tracked that are relevant to HCHA. Ms. Simmons presented her press initiatives and sentiment report collected for HCHA.

BOARD ACTION ITEMS

Resolution adopting revisions to the Employee Handbook.

This resolution authorizes the adoption of the proposed Employee Handbook changes. Vice Chairman Gonzalez moved to approve the resolution with Commissioner Villarreal's proposed changes, Chairman Womack seconded, and the motion carried unanimously. (17-29)

Resolution authorizing the CEO to enter into an Interlocal Agreement with Harris County for the provision of legal services.

This resolution authorizes the CEO to execute an interlocal agreement for legal services provided by the Harris County Attorney's Office. Vice Chairman Gonzalez moved to approve the resolution, Commissioner Wright seconded, and the motion carried unanimously. (17-30)

Resolution approving revisions to the HCHA administrative plan.

This resolution authorizes the adoption of the proposed Administrative Plan changes. Commissioner Wright moved to approve the resolution, Vice Chairman Gonzalez seconded, and the motion carried unanimously. (17-31)

Resolution authorizing the amendment of a contract for financial consulting services.

This resolution authorizes the CEO to execute a contract for financial consulting services provided by the EJP Consulting Group, LLC. Commissioner Wright moved to approve the resolution, Vice Chairman Gonzalez seconded, and the motion carried unanimously. (17-32)

Resolution authorizing the award of a contract for third party construction material testing services for Fenix Estates.

This resolution authorizes the CEO to award a contract for third party construction material testing services for Fenix Estates. Chairman Womack moved to table this resolution until the next Board meeting.

Resolution approving and ratifying the following actions: 1) HCHA Cypresswood Estates, LLC (the "Company") to enter into a guaranty relating to the Fenix Estates project, and 2) any other actions necessary or convenient to carry out this resolution.

This resolution authorizes and approves HCHA Cypresswood Estates, LLC's execution of a guaranty in conjunction with the amended and restated limited partnership agreement. Commissioner Ellis moved to approve the resolution, Commissioner Wright seconded, Commissioner Villarreal abstained, and the motion carried. (17-33)

EXECUTIVE SESSION

The Board went into executive session at 3:17 p.m. to discuss matters with HCHA's attorney.

The Board of Commissioners reconvened into public session at 3:58 p.m.

ADJOURNMENT

Commissioner Wright moved to adjourn at 3:59 p.m., Commissioner Ellis seconded, all were in favor, and the motion carried.

Adopted and approved this 25th day of May 2017.



Gerald Womack, Chairman



Horace Allison, Secretary