



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, January 21, 2015**

**Board Room**

**Harris County Housing Authority  
8933 Interchange Drive  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the December 16, 2014 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

*a) HCHA activities from December 16, 2014- January 21, 2015*

**VI. Department Presentations**

- a) Monthly Financials*
- b) HCV Program*
- c) Current Affordable Housing Developments*
- d) New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 2:** Discussion and request to approve or deny a resolution approving revisions to HCHA's employee handbook.
- Action Item 3:** Discussion and request to approve or deny a resolution approving the 2015 Administrative Plan.
- Action Item 4:** Discussion and request to approve or deny a resolution approving the 2015 PHA Annual Plan.
- Action Item 5:** Discussion and request to approve or deny a resolution authorizing the execution and renewal of HCHA's Chief Executive Officer's Employment Agreement.
- Action Item 6:** Discussion and request to approve or deny a resolution of the board of commissioners of the Harris County Housing Authority as part of the development plan for Cherry Park Family and Cherry Park Senior developments authorizing (1) the negotiation and execution of Debt and Equity Letters of Intent for each of the Cherry Park Family and Senior developments, and authorizing (2) the Chief Executive Officer ("CEO") of the Harris County Housing Authority to take such other actions necessary, convenient, or appropriate to carry out this resolution.
- Action Item 7:** Discussion and request to approve or deny a resolution approving the creation of an In-House Legal Counsel position.

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Discussion with the Authority's attorney(s) regarding pending litigation  
Discussion with the Authority's attorney(s) regarding contemplated litigation  
Discussion about the value or transfer of real property  
Discussion regarding personnel matters pertaining to HCHA's CEO

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, February 18, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, February 18, 2015**

**Board Room**

**Harris County Housing Authority  
8933 Interchange Drive  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the January 21, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

a) *HCHA activities from January 21, 2015- February 18, 2015*

**VI. Department Presentations**

- a) *Monthly Financials*
- b) *HCV Program*
- c) *Current Affordable Housing Developments*
- d) *New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 2:** Resolution approving and authorizing the reimbursement of travel expenses for HCV staff
- Action Item 3:** Resolution authorizing HCHA to purchase computer equipment
- Action Item 4:** Resolution authorizing the execution of a Community Development Block Grant Disaster Recovery Program Rental Housing Projects Round 2 Sub-Recipient Grant Agreement
- Action Item 5:** Resolution authorizing an interlocal agreement with Harris County regarding information technology (IT) services

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Discussion with the Authority's attorney(s) regarding pending litigation  
Discussion with the Authority's attorney(s) regarding contemplated litigation  
Discussion about the value or transfer of real property

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, March 18, 2015 – 1:30 p.m.  
Waterside Court  
503 West Rd.  
Houston, TX 77038



**Joe Ellis**  
*Vice Chairman*

**Roberto Gonzalez**  
*Commissioner*

**Gerald Womack**  
*Commissioner*

**Kerry Wright**  
*Chairman*

**Joe Villarreal**  
*Commissioner*

**TRAINING MEETING OF THE  
BOARD OF COMMISSIONERS**

**10:30 A.M.**

**Thursday, February 19, 2015**

**Board Room**

**Harris County Housing Authority Administration Building  
8933 Interchange Drive  
Houston, Texas 77054**

**AGENDA**

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- I. Finance Training for Commissioners: 10:30 – 12:30 P.M.**
- II. Discussion of Draft Employee Handbook**
- III. Adjournment**



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, March 18, 2015**

**Club House**

**Waterside Court  
503 West Rd.  
Houston, TX 77038**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the February 18, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

*a) HCHA activities from February 18 - March 18, 2015*

**VI. Department Presentations**

- a) Monthly Financials*
- b) HCV Program*
- c) Current Affordable Housing Developments*
- d) New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 2:** Resolution approving and authorizing the renewal of HCHA's office lease
- Action Item 3:** Resolution authorizing the write off of accounts receivable balances deemed no longer collectable
- Action Item 4:** Resolution to approve the Harris County Housing Authority's Ethics Policy Disclosure Form
- Action Item 5:** Resolution directing the General Counsel to review the Ethics Policy Disclosure Form submitted by Commissioner Gerald R. Womack and recommend action
- Action Item 6:** Resolution to approve the recommendation of the General Counsel concerning potential conflicts of interest
- Action Item 7:** Discussion concerning General Counsel inquiry into anonymous allegations of fraud and abuse

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Consultation with counsel regarding pending litigation  
Consultation with counsel regarding contemplated litigation  
Discussion about the value or transfer of real property  
Consultation with counsel to receive advice concerning legal issues raised by anonymous allegations of fraud and abuse

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, April 15, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

## **REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Tuesday, April 21, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

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### **AGENDA**

- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the March 18, 2015 board meeting.

- IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

- V. Executive Director/Chief Executive Officer's Report**

*a) HCHA activities from March 18 – April 21, 2015*

## **VI. Department Presentations**

- a) Monthly Financials*
- b) HCV Program*
- c) Current Affordable Housing Developments*
- d) New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 2:** Resolution approving the destruction of archived records
- Action Item 3:** Resolution approving changes to the HCHA Administrative Plan
- Action Item 4:** Resolution authorizing the negotiation and execution of a contract for financial consulting services
- Action Item 5:** Resolution authorizing the negotiation and execution of a contract for legal consulting services regarding real estate transactions and construction related services
- Action Item 6:** Resolution approving the FY2016 Budget
- Action Item 7** Resolution to enter into an interlocal agreement to accept Community Development Block Grant Disaster Recovery Funds from the Harris County Community Services Department
- Action Item 8:** Resolution to enter into exchange agreements with Non-Profit Housing Corporation of Houston and Cullen Gulf Freeway, LLC for the purpose of developing Fenix Estates
- Action Item 9:** Resolution Approving the submission of the Section Eight Management Assessment Program (SEMAP) certification to the Department of Housing and Urban Development
- Action Item 10:** Resolution approving and authorizing the renewal of HCHA's office lease

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Consultation with counsel regarding pending litigation  
Consultation with counsel regarding contemplated litigation  
Discussion about the value or transfer of real property  
Consultation with counsel to receive advice concerning legal issues raised by anonymous allegations of fraud and abuse

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, May 20, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

## **REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Monday, May 11, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

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### **AGENDA**

- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the April 20, 2015 board meeting.

- IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

- V. Executive Director/Chief Executive Officer's Report**

*a) HCHA activities from April 21 – May 11, 2015*

## **VI. Department Presentations**

- a) Monthly Financials*
- b) HCV Program*
- c) Current Affordable Housing Developments*
- d) New Affordable Housing Developments*

## **VII. Discussion and Action Items**

**Action Item 2:** Resolution approving the FY2016 Budget

**Action Item 3:** Resolution approving changes to the HCHA Administrative Plan

**Action Item 4:** Resolution authorizing CEO to enter into an interlocal agreement with Harris County for the provision of legal services

**Action Item 5:** Resolution authorizing the development of up to 140 units of multifamily housing as part of the development plan for Retreat at Westlock, and also authorizing Harris County Housing Authority (the “Authority”): (1) To designate an affiliate to submit an application to TDHCA for 4% LIHTCS; (2) To authorize Harris County Housing Authority Public Facility Corporation to request a Private Activity Bond allocation from the Texas Bond Review Board; and (3) To take such other actions necessary, convenient or appropriate to carry out this resolution

**Action Item 6:** Resolution authorizing the submission of a time extension request to the General Land office for Contract No. 13-446-000-7915 – Community Development Block Grant Disaster Recovery Program Rental Housing Projects Round 2 Subrecipient Grant Agreement

**Action Item 7:** Resolution approving and authorizing Harris County Housing Authority (the “Authority”) to make a grant not to exceed \$8,000,000.00 of funds sourced from the Texas General Land Office (the “GLO Funds”) to the Harris County Housing Authority Public Facility Corporation (the “Corporation”), to which GLO Funds will be loaned by the Corporation to Retreat at Westlock Ltd. (the “Partnership”) to facilitate the development of Retreat at Westlock in Tomball, Texas (the “Project”); and approving and authorizing the Authority to execute the requisite documents to make the grant and take such other steps as the Authority deems necessary or convenient to carry out these resolutions

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Consultation with counsel regarding pending litigation  
Consultation with counsel regarding contemplated litigation  
Discussion about the value or transfer of real property  
Consultation with counsel to receive advice concerning legal issues raised by  
anonymous allegations of fraud and abuse

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session**

## **X. Announce search for new Chief Executive Officer**

## **XI. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, June 17, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**SPECIAL MEETING OF THE  
BOARD OF COMMISSIONERS**

**10:00 A.M.**

**Monday, May 18, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**IV. Discussion and Action Items**

**Action Item 1:** Resolution approving the destruction of obsolete computer equipment

**V. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Consultation with counsel regarding pending litigation  
Consultation with counsel regarding contemplated litigation  
Discussion about the value or transfer of real property  
Consultation with counsel to receive advice concerning legal issues raised by anonymous allegations of fraud and abuse

**VI. Reconvene in public session and possible action relating to matters addressed in executive session**

**VII. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, June 17, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, June 17, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

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**AGENDA**

**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the May 11, 2015 board meeting.

**Action Item 2:** Discussion and request to accept and approve the minutes from the May 18, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

*a) HCHA activities from May 11 – June 17, 2015*

## **VI. Department Presentations**

- a) *Monthly Financials*
- b) *HCV Program*
- c) *Current Affordable Housing Developments*
- d) *New Affordable Housing Developments*

## **VII. Discussion and Action Items**

**Action Item 3:** Resolution revising the check writing policy

**Action Item 4:** Resolution approving and authorizing the renewal of HCHA's office lease (third amendment)

**Action Item 5:** Resolution approving and authorizing HCHA's Board of Commissioners to review and approve a proposal for financial consulting services

**Action Item 6:** Resolution approving changes to the HCHA Administrative Plan

**Action Item 7:** Resolution authorizing an Executing Officer for Harris County Housing Authority (the "Authority") and for its affiliates to (1) execute the Plat and enter certain title and survey documentation; (2) authorizing the Authority to take such other actions necessary or convenient to carry out this resolution

## **VIII. Executive Session**

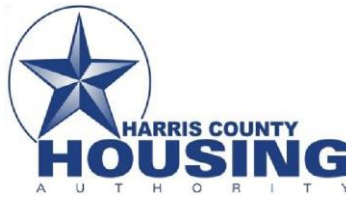
*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

Consultation with counsel regarding pending litigation  
Consultation with counsel regarding contemplated litigation  
Discussion about the value or transfer of real property

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, July 15, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**SPECIAL MEETING OF THE  
BOARD OF COMMISSIONERS**

**9:00 A.M.**

**Tuesday, July 14, 2015**

**HCHA Executive Conference Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**IV. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

**V. Reconvene in public session and possible action relating to matters addressed in executive session**

**VI. Adjournment**



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, July 15, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the June 17, 2015 board meeting.

- IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

- V. Executive Director/Chief Executive Officer's Report**

- a) HCHA activities from June 18 – July 15, 2015*
- b) Decrease in informal hearings*

## **VI. Department Presentations**

- a) Monthly Financials*
- b) HCV Program*
- c) Current Affordable Housing Developments*
- d) New Affordable Housing Developments*

## **VII. Discussion and Action Items**

**Action Item 2:** Resolution authorizing the renewal of a Membership Agreement with the State of Texas Co-Op Purchasing Program

**Action Item 3:** Resolution Authorizing the Purchase of a New Vehicle for HCHA

**Action Item 4:** Resolution to Revise HCHA's Procurement Policy

**Action Item 5:** Resolution approving and authorizing the Harris County Housing Authority Public Facility Corporation (the "PFC"), and the Harris County Housing Authority Redevelopment Authority (the "Nonprofit Corporation"), both being sponsored affiliates of Harris County Housing Authority, to take such steps as each deems necessary to (A) Transfer the PFC's interest in HCHA Westlock, LLC to the Nonprofit Corporation; (B) Execute and deliver any and all requisite documents to effect the foregoing; and (C) Take any other actions necessary to carry out this resolution

**Action Item 6:** Resolution approving and authorizing Harris County Housing Authority (the "Authority") to make a grant not to exceed \$8,000,000.00 of funds sourced from the Texas General Land Office (the "GLO Funds") to the Harris County Housing Authority Redevelopment Authority, Inc. (the "Nonprofit Corporation"), by which GLO funds will be loaned by the Nonprofit Corporation to Retreat at Westlock, Ltd. (the "Partnership") to facilitate the development of The Retreat at Westlock Apartments (the "Project") in Tomball, Texas; and approving and authorizing the Authority to execute the requisite documents to make the grant and take such other steps as the Authority deems necessary or convenient to carry out this resolution

**Action Item 7:** Resolution approving and authorizing the Harris County Housing Authority Redevelopment Authority, Inc. (the “Nonprofit Corporation”), a sponsored affiliate of Harris County Housing Authority, to take such steps as the Nonprofit Corporation deems necessary on its own behalf and in its planned capacity as the sole member of the General Partner of Retreat at Westlock, Ltd. to (A) Obtain tax-exempt bonds, tax credits, and other financing for the construction, development, and operation of The Retreat at Westlock Apartments; (B) Execute and deliver any and all requisite document to effect the foregoing; and (C) Take any other actions necessary to carry out this resolution

**Action Item 8:** Resolution approving and authorizing the Harris County Housing Authority Public Facility Corporation (the “PFC”), a sponsored affiliate of Harris County Housing Authority, to (A) select a U.S. Bank as the bond trustee for the issuance of the Multifamily Housing Mortgage Revenue Bonds (Retreat at Westlock Project) Series 2015 (the “Bonds”); (B) Execute and deliver any and all requisite documents to effect the foregoing; and (C) take any other actions necessary to carry out this resolution

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, August 19, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**4:00 P.M.**

**Wednesday, August 5, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**IV. Discussion and Action Items**

**Action Item 1:** Resolution approving a resolution of Harris County Housing Authority Public Facility Corporation that provides the issuance of Multifamily Housing Revenue Bonds (the Retreat at Westlock Project) Series 2015, and authorizes any other actions necessary or convenient to facilitate the development of the Retreat at Westlock

**Action Item 2:** Resolution authorizing revisions to Harris County Housing Authority's Ethics Policy

**Action Item 3:** Resolution approving and authorizing the reimbursement of travel expenses for Horace Allison

**V. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

**VI. Reconvene in public session and possible action relating to matters addressed in executive session.**

**VII. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, August 19, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, August 19, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the July 15, 2015 board meeting.

**Action Item 2:** Discussion and request to accept and approve the minutes from the August 5, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

*a) HCHA activities from July 15 – August 19, 2015*

## **VI. Department Presentations**

- a) *Monthly Financials*
- b) *HCV Program*
- c) *Current Affordable Housing Developments*
- d) *New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 3:** Resolution authorizing the renewal of a contract agreement with Lewis Property Company
- Action Item 4:** Resolution reducing HCHA's public pension plan vesting period from eight to five years
- Action Item 5:** Resolution authorizing the renewal of a Membership Agreement with The Work Number
- Action Item 6:** Resolution approving the Harris County Housing Authority Investment Policy for FY2016
- Action Item 7:** Resolution approving revisions to the administrative plan
- Action Item 8:** Resolution to pay Harris County under protest and take all necessary steps to challenge an OIG finding and protect the interests of HCHA
- Action Item 9:** Resolution to name acting Chief Executive Officer

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, September 16, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



**Kerry Wright**  
*Chairman*

**Joe Ellis**  
*Vice Chairman*

**Roberto Gonzalez**  
*Commissioner*

**Gerald Womack**  
*Commissioner*

**Joe Villarreal**  
*Commissioner*

**Tom McCasland**  
*Secretary*

**HARRIS COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS  
PUBLIC MEETING  
RETREAT AT WESTLOCK**

**7:00 P.M.**

**Wednesday, August 26, 2015**

**Asbury Hall**

**Lakewood United Methodist Church  
11330 Louetta Rd, Houston TX 77070**

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**AGENDA**

**I. Call to Order and Introduction**

**II. Project Overview**

**III. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**IV. Adjournment**



**Joe Ellis**  
*Vice Chairman*

**Roberto Gonzalez**  
*Commissioner*

**Gerald Womack**  
*Commissioner*

**Kerry Wright**  
*Chairman*

**Joe Villarreal**  
*Commissioner*

**SPECIAL MEETING OF THE  
BOARD OF COMMISSIONERS**

**12:30 P.M.**

**Thursday, September 3, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**IV. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

**V. Reconvene in public session and possible action relating to matters addressed in executive session**

**VI. Adjournment**



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**SPECIAL MEETING OF THE  
BOARD OF COMMISSIONERS**

**9:30 A.M.**

**Wednesday, September 9, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the September 3, 2015 board meeting.

- IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

- V. Discussion and Action Items**

**Action Item 2:** Resolution authorizing the negotiation and execution of a contract for consulting services to prepare and submit a Low Income Housing Tax Credit Application for the Fenix Estates development

**Action Item 3:** Resolution of the Harris County Housing Authority (the “Authority”) approving the Harris County Housing Authority Public Facility Corporation, a sponsored affiliate of the Authority (the “Corporation”), to secure indebtedness and amend loan documents in order to facilitate additional financing for Retreat at Westlock in Tomball, Texas; and authorizing the Corporation to take such other steps as the Corporation deems necessary or convenient to carry out these resolutions

**VI. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

**VII. Reconvene in public session and possible action relating to matters addressed in executive session.**

**VIII. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, September 16, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054



Joe Ellis  
Vice Chairman

Roberto Gonzalez  
Commissioner

Gerald Womack  
Commissioner

Kerry Wright  
Chairman

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, September 16, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the August 19, 2015 board meeting.

**Action Item 2:** Discussion and request to accept and approve the minutes from the September 9, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

- a) *HCHA activities from August 19 – September 16, 2015*
- b) *SEMAP High Performance Rating*

## **VI. Department Presentations**

- a) *Monthly Financials*
- b) *HCV Program*
- c) *Current Affordable Housing Developments*
- d) *New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 3:** Resolution approving a revision to the FY2016 budget
- Action Item 4:** Resolution approving and authorizing the reimbursement of travel expenses for affordable housing staff
- Action Item 5:** Resolution approving revisions to the Administrative Plan
- Action Item 6:** Resolution authorizing the negotiation and execution of a contract for consulting services to prepare and submit a Low Income Housing Tax Credit Application for the Fenix Estates development
- Action Item 7:** Resolution authorizing the negotiation and execution of a contract for Consulting Services to prepare a market study for the Fenix Estates Development
- Action Item 8:** Resolution authorizing Harris County Housing Authority to secure indebtedness and amend the Interlocal Agreement and Loan documents in order to facilitate additional financing for Fenix Estates in Houston, Texas; and authorizing the Authority to take any other steps deemed necessary or convenient to carry out this resolution
- Action Item 9:** Resolution authorizing HCHA Redevelopment Authority, Inc. (the “Corporation”) to form the General Partner and Partnership for the Fenix Estates project, and any other actions necessary to carry out these resolutions

## **VIII. Executive Session**

*The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, October 21, 2015 – 1:30 p.m.  
Location: TBD



**Kerry Wright**  
*Chairman*

**Joe Ellis**  
*Vice Chairman*

**Roberto Gonzalez**  
*Commissioner*

**Joe Villarreal**  
*Commissioner*

**Gerald Womack**  
*Commissioner*

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, October 21, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the September 16, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

- a) HCHA activities from September 16 – October 21, 2015*
- b) SEMAP High Performance Rating*

**VI. Department Presentations**

- a) Monthly Financials*
- b) HCV Program*
- c) Current Affordable Housing Developments*
- d) New Affordable Housing Developments*

## **VII. Discussion and Action Items**

- Action Item 2:** Resolution approving a revision to the FY2016 budget
- Action Item 3:** Resolution authorizing the renewal of a contract for fee accounting services
- Action Item 4:** Resolution authorizing a contract for postal services
- Action Item 5:** Resolution authorizing Harris County Housing Authority Public Facility Corporation (the “Issuer”) to induce bonds to be issued for the Fenix Estates Project
- Action Item 6:** Resolution authorizing HCHA Redevelopment Authority, Inc. (the “Corporation”) to execute documents in connection with the award of tax credits, issuance of bonds, and other financing documents to finance the development of the Fenix Estates Project
- Action Item 7:** Resolution amending the Bylaws of Harris County Housing Authority to allow for the election of officers to unexpired terms
- Action Item 8:** Resolution naming Vice Chairman of HCHA’s Board of Commissioners

## **VIII. Executive Session**

*The Harris County Housing Authority Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, November 18, 2015 – 1:30 p.m.  
Baybrook Park Retirement Center  
500 W Texas Ave, Webster, TX 77598



Kerry Wright  
Chairman

Gerald Womack  
Vice Chairman

Joe Ellis  
Commissioner

Roberto Gonzalez  
Commissioner

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**1:30 P.M.**

**Wednesday, November 18, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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**I. Call to Order and Record of Attendance**

**II. Open with Prayer and Pledge of Allegiance**

**III. Approval of the Minutes of Previous Meeting**

**Action Item 1:** Discussion and request to accept and approve the minutes from the October 21, 2015 board meeting.

**IV. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

**V. Executive Director/Chief Executive Officer's Report**

- a) *HCHA activities from October 21 – November 18, 2015*
- b) *Review of HCHA policies and Employee Handbook*

**VI. Department Presentations**

- a) *Monthly Financials*
- b) *HCV Program*

- c) *Current Affordable Housing Developments*
- d) *New Affordable Housing Developments*

## **VII. Discussion and Action Items**

**Action Item 2:** Resolution approving the Succession Plan for HCHA's Chief Executive Officer

## **VIII. Executive Session**

*The Harris County Housing Authority Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code.*

## **IX. Reconvene in public session and possible action relating to matters addressed in executive session.**

## **X. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, January 20, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr., Houston, TX 77054



Kerry Wright  
Chairman

Gerald Womack  
Vice Chairman

Joe Ellis  
Commissioner

Roberto Gonzalez  
Commissioner

Joe Villarreal  
Commissioner

**REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS**

**10:30 A.M.**

**Tuesday, December 8, 2015**

**HCHA Board Room**

**Harris County Housing Authority  
8933 Interchange Dr.  
Houston, TX 77054**

**AGENDA**

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- I. Call to Order and Record of Attendance**
- II. Open with Prayer and Pledge of Allegiance**
- III. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for a forum. If you wish to speak to this Board during the "public comments" section of our agenda, please complete the required form and hand it to one of the commissioners before the meeting.*

- IV. Discussion and Action Items**

**Action Item 1:** Discussion and request to approve or deny a resolution authorizing HCHA to provide HUD the annual REAC submission as prepared by HCHA's independent auditors.

**V. Executive Session**

*The Harris County Housing Authority Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code.*

**VI. Reconvene in public session and possible action relating to matters addressed in executive session.**

**VII. Adjournment**

**Next HCHA Board Meeting:**  
Wednesday, January 20, 2015 – 1:30 p.m.  
Harris County Housing Authority  
8933 Interchange Dr., Houston, TX 77054