

# NOTICE OF A PUBLIC MEETING

## Harris County Housing Authority

(A Texas Public Housing Authority under Chapter 392 of the Local Government Code)

September 15, 2022

Notice is hereby given that the Board of Commissioners of the Harris County Housing Authority (HCHA) will hold a public meeting at **1:00 pm on September 21, 2022**, at HCHA's office located at 1933 Hussion Street, Building 3, in Houston, Texas 77003. At the public meeting the Board of Commissioners may take action on the matters identified on the Agenda attached hereto and incorporated herein.

Agendas may also be obtained in advance of the public meeting at our office located at 1933 Hussion Street, Building 3, Houston, Texas 77003 or via the internet at [www.hchatexas.org](http://www.hchatexas.org). The HCHA Board of Commissioners normally meets the third Wednesday of every month at 1:00 pm.

Posted by:



Vivian Clark  
Executive Assistant  
Harris County Housing Authority





Gerald Womack  
Chairman

Joe Villarreal  
Vice Chairman

Joe Ellis  
Commissioner

Dr. Adriana Tamez  
Commissioner

Asheley Gilbert  
Commissioner

## REGULAR MEETING OF THE BOARD OF COMMISSIONERS

1:00 P.M.

Wednesday, September 21, 2022  
HCHA Board Room  
Harris County Housing Authority  
1933 Hussion Street  
Houston, TX 77003

---

### AGENDA

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

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

**III. Public Comments**

*Our policy is to allow time at the beginning of each meeting for public comments. Each Speaker is limited to three (3) minutes per agenda item and six (6) minutes total. These limits may be reduced depending on how many people sign up to comment. If you wish to speak during the public comment section of our agenda, please email your name and address in advance to [Events@hchatexas.org](mailto:Events@hchatexas.org) or provide that information in writing to one of the staff members. A complete set of the rules for public comment and safety is available on our website at [hchatexas.org](http://hchatexas.org) – under About Us, select the Board Information tab.*

**IV. Approval of the Minutes of Previous Meetings**

**Action Item 1:** Discuss and possibly act on request to accept and approve the minutes of the August 17, 2022, Board meeting

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

a) HCHA activities from August 18, 2022 – September 21, 2022 (presented by Melissa Quijano).

**VI. Financial Presentation**

a) Monthly Financials (presented by Paul Curry).

**VII. Department Presentation**

- a) HCV Program (presented by Debra McCray).
- b) Current and New Affordable Housing Developments (presented by Melissa Quijano).

**VIII. Executive Session**

*Under Chapter 551 of the Government Code, the Board may go into executive session to: (1) consult with its attorneys to seek or receive legal advice about pending or contemplated litigation or matters its attorney must keep confidential under the Texas Disciplinary Rules of Professional Conduct; (2) discuss the value or transfer of real property; (3) consider specific personnel matters; (4) discuss certain economic development matters; or (5) discuss other matters authorized by law. The Board may also 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 Chapter 551 of the Government Code.*

*At the meeting noticed by this agenda, the Board expects to go into executive session to:*

*Consult with its attorney to seek or receive legal advice regarding pending or contemplated litigation (§551.071);*

*Consult with its attorney regarding the status of and possible resolution of pending litigation, in particular, Cause No. 2017-71486, pending in the 133<sup>rd</sup> District Court of Harris County, Texas (§551.071);*

*Consult with its attorney regarding one or more matters its attorney must keep confidential under the State Bar's Disciplinary Rules of Professional Conduct (§551.071);*

*Discuss specific personnel matters, including the appointment, employment, and duties of a replacement for HCHA's Executive Director, CEO, and Secretary, and the implementation of HCHA's Succession Plan (§551.074); and*

*Discuss the value (including relative worth, utility, and importance), exchange, sale, or transfer of real property, specifically, the possible sale or transfer of all or part of the 90.5 acres located on Lake Houston (§551.072).*

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

## **X. Discussion and Action Items**

**Action Item 2:** Resolution honoring Phylicia Torres as the Harris County Authority Employee of the Quarter (October – December 2022)

**Action Item 3:** Resolution adopting revisions to Harris County Housing Authority's Check Writing and Wiring Transfer Policy to expedite reimbursement of development costs by Harris County Community Services Department and clarify the policy's meaning

**Action Item 4:** Resolution authorizing use of Small Purchase Procurement procedures for employment agency services for Temporary Affordable Housing Staff and increase the small purchase threshold to \$250,000

**Action Item 5:** Resolution authorizing the Acting Chief Executive Officer to negotiate and enter into a Cooperation Agreement with Texas Housing Foundation to authorize its development of Legacies Landing at Barrett Station within an unincorporated part of Harris County

**Action Item 6:** Resolution by the Harris County Housing Authority (the "Authority") approving and ratifying (i) actions in connection with the HUD loan financing for Baybrook Park, (ii) a Fifth amendment to the amended and restated agreement of limited partnership of Baybrook Park Retirement Center, LTD. (the "Partnership", and (iii) and such other actions necessary or convenient to carry out this resolution

**Action Item 7:** Resolution by the Harris County Housing Authority (the "Authority") authorizing Harris County Housing Authority Public Facility Corporation (the "Issuer") to induce of bonds to be issued for The Bernicia Place Project

## **XI.      Adjournment**

# NOTICE OF A PUBLIC MEETING HCHA REDEVELOPMENT AUTHORITY, INC.

(An instrumentality of Harris County Housing Authority, a Texas Public Housing  
Authority under Chapter 392 of the Local Government Code)

September 15, 2022

Notice is hereby given that **HCHA Redevelopment Authority, Inc.**, an instrumentality of Harris County Housing Authority, will hold a public meeting immediately **after the 1:00 pm** meeting of the Board of Commissioners of Harris County Housing Authority, which meeting will be held **September 21, 2022**, at the offices of Harris County Housing Authority located at 1933 Hussion Street, Building 3, in Houston, Texas, 77003. At the public meeting the Board of Directors of HCHA Redevelopment Authority, Inc., will consider and may take action on the matters identified on the **Agenda** attached hereto and incorporated herein.

Agendas may be obtained in advance of the public meeting at our office located at 1933 Hussion Street, Houston, Texas 77003 or via the internet at [www.hchatexas.org](http://www.hchatexas.org).

Posted by:



Vivian Clark  
Executive Assistant  
Harris County Housing Authority





Gerald Womack  
*President*

Joe Villarreal  
*Vice President*

Joe Ellis  
*Treasurer*

Dr. Adriana Tamez  
*Director*

Asheley Gilbert  
*Director*

Melissa Quijano  
*Director*

**MEETING OF THE  
BOARD OF DIRECTORS OF  
HCHA REDEVELOPMENT AUTHORITY, INC.**

**Time: Immediately after adjournment of the preceding regular meeting of  
Harris County Housing Authority's Board of Commissioners**

**Wednesday, September 21, 2022**

**HCHA Board Room  
Harris County Housing Authority  
1933 Hussion Street  
Houston, TX 77003**

---

**AMENDED AGENDA**

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

**II. Public Comments**

*It is the policy of this Board to allow 15 minutes of each meeting for public comments. If you wish to speak to this Board during the public comment section of our agenda, please email your name and address in advance to [Events@hchatexas.org](mailto:Events@hchatexas.org) or provide that information in writing to one of the staff members.*

**III. Discussion and Action Items**

**Action Item 1:** Discuss and possibly act on request to accept and approve the minutes from the August 17, 2022, Board meeting

**Action Item 2:** Resolution of HCHA Redevelopment Authority, Inc. (the "Corporation") approving and ratifying (i) actions in connections with the HUD loan financing for Baybrook Park, (ii) a fifth amendment to the amended and restated agreement of limited partnership of Baybrook Park Retirement Center, LTD. (the Partnership"), and (iii) and such other actions necessary or convenient to carry out this resolution

**IV. Adjournment**

# NOTICE OF A PUBLIC MEETING

## Harris County Housing Authority Public Facility Corporation

(A Texas Public Facility Corporation organized chapter 303 of the Local Government Code)

September 15, 2022

Notice is hereby given that the Board of Directors of **Harris County Housing Authority Public Facility Corporation** (HCHA-PFC) will hold a public meeting on **September 21, 2022**. The public meeting will be held immediately after the public meeting of the **Board of Directors of HCHA Redevelopment Authority, Inc.**, which will be held immediately after the public meeting of the **Board of Commissioners of Harris County Housing Authority** (HCHA). The public meeting of the Board of Commissioners of HCHA will commence at 1:00 p.m., September 21, 2022, and will be held at its office located at 1933 Hussion Street, Building 3, in Houston, Texas 77003. At the public meeting, HCHA-PFC may take action on the matters identified on the Agenda attached hereto and incorporated herein.

Agendas may be obtained in advance of the public meeting at our office located at 1933 Hussion Street, Building 3, Houston, Texas 77003 or via the internet at [www.hchatexas.org](http://www.hchatexas.org).

Posted by:



Vivian Clark

Executive Assistant

Harris County Housing Authority





Gerald Womack  
President

Joe Villarreal  
Vice President

Joe Ellis  
Treasurer

Dr. Adriana Tamez  
Director

Director

Secretary

**MEETING OF THE  
BOARD OF DIRECTORS OF THE  
HARRIS COUNTY HOUSING AUTHORITY  
PUBLIC FACILITY CORPORATION**

**Time: Immediately after adjournment of the preceding meeting of HCHA  
Redevelopment Authority , Inc. Board of Directors**

**Wednesday, September 21, 2022  
HCHA Board Room  
Harris County Housing Authority  
1933 Hussion Street  
Houston, TX 77003**

---

**AGENDA**

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

**II. 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 directors before the meeting.*

**III. Discussion and Action Items**

**Action Item 1:** Discussion and request to accept and approve the minutes from the June 16, 2021 regular board meeting

**Action Item 2:** Resolution by the Harris County Housing Authority Public Facility Corporation welcoming Asheley Gilbert as a new director and electing new officers

**Action Item 3:** Resolution by the Harris County Housing Authority Public Facility Corporation (the "Issuer") for inducement of bonds to be issued to finance the Bernicia Place Project

**IV. Adjournment**