

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

Houston, Texas

January 30, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 30th day of January, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 11:50 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Guy Rankin, CEO and Executive Director of the Harris County Housing Authority, and Gail McDonald and Greg Erwin of the law offices of Winstead PC, the Authority's General Counsel. Additional attendees included the following:

David Gunter, Graylin Guidry, Paula Sullivan Burns, Melissa Quijano, Chantel Alleman, and Anna Hinojosa, of the Harris County Housing Authority; Marvalette Hunter of 3D Visions Planning Consultants; Michael Fleming and Sam Palmero of Fleming & Palermo, Lynn Allen, and Susie Allen of Harris County Precinct 2.

**PRESENTATION AND APPROVAL OF MINUTES OF THE NOVEMBER 19, 2008,
BOARD MEETING**

The Minutes of the November 19, 2008, Board meeting were presented for approval. Mr. Herrera made a motion to approve the minutes as presented. The motion was seconded by Ms. Kruckemeyer, and the motion passed unanimously.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Mr. Rankin reviewed the various programs and activities HCHA is currently administering including:

- 2 DHAP IKE programs
- 5 new development opportunities including two senior tax credits, a neighborhood stabilization program, one master planned community, and an opportunity to assist Child Protective Services with a program to assist children who will age out of the system.
- Transition of DHAP participants to the HCV program
- End of the fourth quarter review
- PHA Plan
- 2 annual audits
- Issuance of the damage assessment report for Hurricane Ike
- Annual Report completion
- New Website
- Office relocation

ADMINISTRATIVE AGENDA

Administration

Mr. Rankin advised the board of a FY2009 budget adjustment. He explained that the additional funds are due to DHAP Ike. Mr. Gunter reviewed with the board the specific adjustment to the budget regarding professional consulting services fees being moved to the case management fees. Mr. Herrera motioned to approve the FY 2009 budget adjustments as presented. Mr. Jones seconded. Motion carried.

Mr. Gunter reviewed the investment policy as required annually. He advised the board that there have been no changes made to the current policy. Ms. Kruckemeyer motioned to approve the investment policy. Mr. Jones seconded. Motion carried. Mr. Herrera motioned to approve the Participation Agreement and TexPool Resolution as presented. Ms. Martinez seconded. Motion carried.

Mr. Herrera requested that the Financial Department re-examine the comparative differences between TexPool and other institutions in regards to yield.

Disaster Housing Assistance Program (DHAP)

Mr. Rankin reviewed with the Board the current status of the DHAP programs, noting there were no current outstanding issues. A discussion ensued as to the ending of the original DHAP program and the transition of eligible families to the HCV program.

Housing Choice Voucher Division

Mr. Rankin reviewed with the Board the Occupancy Reports presented in the Board packets. He also presented a status report on the Housing Choice Voucher occupancy rates at the Authority.

Affordable Housing Division Developments

Mr. Rankin reviewed with the Board the lease up rates of each of the affordable housing division developments.

Mr. Wallace inquired about the damages at Magnolia Estates caused by Hurricane Ike and the repairs. Ms. Burns acknowledged that all repairs have been completed

Mr. Wallace advised the Action Items 7 and 8 would be addressed after the executive session.

FINANCIAL AGENDA

Mr. Gunter presented the HCHA December 2008 monthly financials.

OTHER BUSINESS

No other business was brought before the Board at this meeting.

PUBLIC COMMENT

No public comments were made at this meeting.

EXECUTIVE SESSION:

Mr. Wallace called the public meeting to adjournment at 12:01 o'clock p.m. An executive session was called to order to discuss the matters relating to the acquisition of certain real estate to be used for the development of a veteran's and seniors housing community.

Mr. Wallace adjourned the executive session and called the public meeting to reconvene at 1:00 o'clock p.m.

Ms. Kruckemeyer motioned to approve resolutions and orders authorizing the Authority to purchase certain tracts of land for the development of a Veteran and Senior housing master planned development in the amount of up to 7 million dollars for up to 90+1- acres of land along West Lake Houston Parkway (known as Patriots by the Lake). Additionally authorizing the CEO and Executive Director to borrow up to 4 million dollars for this acquisition and negotiate a long term lease with the Department of Veteran Affairs. Mr. Jones seconded. Motion carried

Mr. Jones motioned to approve resolutions and orders authorizing the Authority to purchase certain tracts of land for the development of an 80 unit senior housing development using the Neighborhood Stabilization Program (NSP) Grant funds from the Harris County Community Services Department in the amount of approximately 11 million dollars. Ms. Martinez seconded. Motion carried.

COMMENTS BY COMMISSIONERS:

No further comments were made by any of the Commissioners.

COMMENTS OR ANNOUNCEMENTS BY CHAIR:

The Chairman welcomed the newest member of the Harris County Housing Authority Board of Commissioners, Ms. Graciela Martinez.

Ms. Martinez thanked the Board and expressed her appreciation for the opportunity to serve on the Board.


Mr. Jones reviewed the information he received from the PHADA conference her attended earlier in the week. He advised Mr. Rankin to stay connected with PHADA.

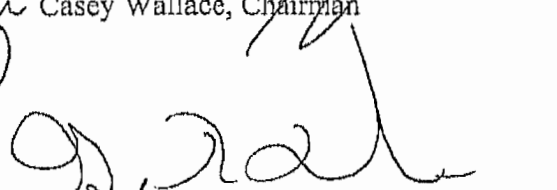
Discussion ensued as to the rescheduling of the February board meeting. February 25th date was agreed upon.

ADJOURNMENT

Mr. Wallace invited a motion to adjourn. Mr. Herrera so moved, Ms. Kruckemeyer seconded, and the motion carried. The meeting was adjourned at 1:10 o'clock p.m.

Adopted and approved this 25 day of Feb, 2009.


for Casey Wallace, Chairman


Guy Rankin, Secretary

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

Houston, Texas

February 25, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 25th day of February, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Jones, acting as Chairman in Mr. Wallace's absence, called the meeting to order at 11:50 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Absent
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Guy Rankin, CEO and Executive Director of the Harris County Housing Authority, and Gail McDonald and Greg Erwin of the law offices of Winstead PC, the Authority's General Counsel. Additional attendees included the following:

David Gunter, Graylin Guidry, Paula Sullivan Burns, Melissa Quijano, Chantel Alleman, and Anna Hinojosa, of the Harris County Housing Authority; Marvalette Hunter of 3D Visions Planning Consultants; and Susie Allen of Harris County Precinct 2.

A revision of the agenda was discussed in regards to the absence to Mr. Wallace. Mr. Herrera motioned to revise the February agenda to cancel the Executive Session. Ms. Kruckemeyer seconded. The motion was carried.

**PRESENTATION AND APPROVAL OF MINUTES OF THE JANUARY 30, 2009,
BOARD MEETING**

The Minutes of the January 30, 2009, Board meeting were presented for approval. Ms. Kruckemeyer made a motion to approve the minutes as presented. The motion was seconded by Ms. Martinez, and the motion passed unanimously.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Mr. Rankin recommended to the Board that the Authority use its regular financial institution for investments at this time rather than using the TexPool organization. Mr. Rankin introduced Mr. Graylin Guidry, the Authority's CFO; noting that Mr. Guidry's input was sought regarding this investment information.

Mr. Rankin advised the Board that the DHAP Katrina/Rita program has been extended by HUD for an additional 6 months (August 1, 2009). He noted that this extension will reflect a change in the HCHA balance sheet. Mr Rankin reviewed with the Board the number of families currently participating in the DHAP program, both in Harris County and DHAP USA, and the number expected to transition from DHAP to HCV during the next six months. He also explained that HCHA is currently in negotiations with the current DHAP contractor regarding the administration of the extension program.

ADMINISTRATIVE AGENDA

Administration

Disaster Housing Assistance Program (DHAP)

Mr. Rankin reviewed with the Board the current status of the DHAP programs, noting there were no current outstanding issues.

Housing Choice Voucher Division

Mr. Rankin advised the Board that the fiscal year ends March 31. This will bring about the Section Eight Management Assessment Program (SEMAP), the closing out of the HCV program, and a budget will be presented next month for approval.

Mr. Rankin reviewed with the Board the Occupancy Reports presented in the Board packets. He also presented a status report on the Housing Choice Voucher occupancy rates at the Authority.

Affordable Housing Division Developments

Mr. Rankin reviewed with the Board the lease up rates of each of the affordable housing division developments.

Mr. Rankin provided each Board member with a write up of the two tax credit developments that will be starting within the next year.

Mr. Herrera inquired about an update from HGAC in regards to the Damage Assessment Report provided by the Authority. Mr. Rankin advised the Board on the current status of the federally allocated funds to the area, and the usage of various damage assessment reports that may be used in the distribution of this money.

Mr. Rankin advised the Board that the Authority has presented their damage assessment report methodology to Governor Perry's staff, specifically Ellen Witt, in hopes that this method will become a model for the entire state. This method can be used during any future disasters to do damage assessment in a timely, standardized method.

Mr. Herrera inquired as to HCHA's future assistance to various other local counties affected by Hurricane Ike. Mr. Rankin advised that this would be an agenda item for the Board Retreat.

Ms. Hunter reviewed with the Board the current status of the two tax credit developments that HCHA will be building this year. This review included the actions of the co-developer that was originally contracted for these developments and the subsequent executed mutual release of the Memorandum of Understanding. Discussion ensued as to future co-development endeavors.

Ms. McDonald reviewed with the Board the current status of the Sierra Meadows project. She provided a preliminary resolution to form the partnership for the development of Sierra Meadows. Mr. Herrera motioned to accept the resolution as presented. Ms. Kruckemeyer seconded. Discussion ensued regarding the application process of a tax credit deal. Motion carried unanimously.

FINANCIAL AGENDA

Mr. Rankin presented the HCHA January 2009 monthly financials. He advised the Board of the changes that will be on next month's financials including the reimbursement of funds for the Hurricane Ike damage assessment report and the cost of the land for the developments that have been approved. Mr. Rankin also noted that the annual audit will take place next month.

Mr. Herrera motioned to accept the financial reports as presented. Ms. Kruckemeyer seconded. Motion carried.

OTHER BUSINESS

No other business was brought before the Board at this meeting.

PUBLIC COMMENT

No public comments were made at this meeting.

EXECUTIVE SESSION:

No Executive Session was convened.

COMMENTS BY COMMISSIONERS:

No further comments were made by any of the Commissioners.

COMMENTS OR ANNOUNCEMENTS BY CHAIR:

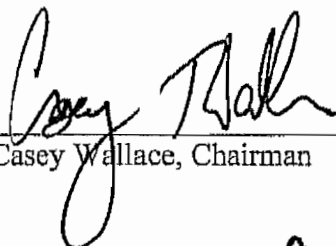
No comments by the Chair were made at this time.

Mr. Rankin invited all Board members to attend the NAHRO Legislative Conference in March. Details will be forwarded to each member.

ADJOURNMENT

Mr. Jones invited a motion to adjourn. Ms. Kruckemeyer motioned to adjourn, Ms. Martinez seconded, and the motion carried. The meeting was adjourned at 12:38 o'clock p.m.

Adopted and approved this 20 day of May, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

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

Houston, Texas

March 18, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 18th day of March, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 11:45 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Absent
Gilbert Herrera	Commissioner	Absent
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Guy Rankin, CEO and Executive Director of the Harris County Housing Authority, and Michael Fleming of the law offices of Michael P Fleming and Associates, the Authority's interim General Counsel. Additional attendees included the following:

David Gunter, Graylin Guidry, Paula Sullivan Burns, Melissa Quijano, Chantel Alleman, Anna Hinojosa, Victor Langford, and Diana Sanchez of the Harris County Housing Authority; Marvalette Hunter of 3D Visions Planning Consultants; Victoria Morales of Pierpont Communications, Gail McDonald of Winstead, PC; and Mark Fury of Harris County Precinct 3.

**PRESENTATION AND APPROVAL OF MINUTES OF THE FEBRUARY 25, 2009,
BOARD MEETING**

The Minutes of the February 25, 2009, Board meeting were not available for approval and therefore the item was tabled until the next meeting.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Mr. Rankin introduced the Board members to Mr. Michael Fleming, the interim general counsel for HCHA until a contract is issued in response to the Request for Proposal for Legal Counsel Services - which was issued on February 2, 2009. Mr. Fleming reviewed his background with the Board.

Mr. Rankin advised the Board of a second Neighborhood Stabilization Program development that HCHA will begin. He noted that detailed information regarding this development will be distributed to the Board as it becomes available.

Mr. Rankin reviewed with the Board the Interlocal Agreement between the Harris County and the Harris County Housing Authority. Ms. Kruckemeyer motioned to approve the Interlocal Agreement as presented. Ms. Martinez seconded. Motion carried.

Mr. Rankin reviewed the basic logistics of the service agreement between HCHA and Administrative Services for consultation services in regards to project management, contract administration and compliance, and organizational development and strategic planning for the Affordable Housing Division.

ADMINISTRATIVE AGENDA

Administration

Disaster Housing Assistance Program (DHAP)

Mr. Rankin reviewed with the Board the current status of the DHAP programs. He explained the two new programs: DHAP Ike Texas and DHAP Ike USA; which HUD has asked HCHA to administer.

Mr. Rankin advised the Board that HUD has extended the DHAP Katrina program for another six months. He then explained the transition of some of the DHAP clients to the HCV program.

Housing Choice Voucher Division

Mr. Rankin reviewed with the Board the Occupancy Reports presented in the Board packets. He also presented a status report on the Housing Choice Voucher occupancy rates at the Authority.

Report on Affordable Housing Division Developments

Mr Rankin reviewed with the Board the lease up rates of each of the affordable housing division developments. He also reviewed the current status of HCHA being over-leased and the cost associated with that standing which will be paid out of the net operating reserves. Discussion ensued regarding payment and HUD funding.

Ms. Burns reviewed the status of the Jackson Hinds SRO. Discussion ensued regarding lease up rates of all developments and the number of units in future developments

FINANCIAL AGENDA

Mr. Guidry presented the HCHA February 2009 monthly financials. He advised the Board that there were no significant changes on the Statement of Net Assets. Discussion ensued regarding current interest rates and status of investments. Discussion ensued regarding the recommendation of paying off the current debt for the land purchased for the Patriots on the Lake development.

OTHER BUSINESS

No other business was brought before the Board at this meeting.

PUBLIC COMMENT

No public comments were made at this meeting.

EXECUTIVE SESSION:

No Executive Session was convened.

COMMENTS BY COMMISSIONERS:

Ms. Kruckemeyer reviewed the NAHRO Legislative conference she attended.

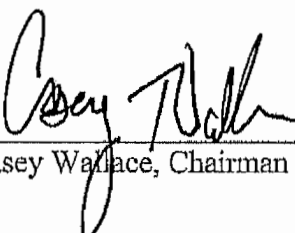
COMMENTS OR ANNOUNCEMENTS BY CHAIR:

No comments by the Chair were made at this time.

ADJOURNMENT

Mr. Wallace invited a motion to adjourn. Ms. Kruckemeyer motioned to adjourn, Ms. Martinez seconded, and the motion carried. The meeting was adjourned at 12:14 o'clock p.m.

Adopted and approved this 20 day of May, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

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

Houston, Texas

May 20, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session open to the public, on the 20th day of May, 2009, at the offices of the Authority, 8933 Interchange inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 11:53 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Guy Rankin, CEO and Executive Director of the Harris County Housing Authority, and Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's interim General Counsel. Additional attendees included the following:

David Gunter, Gravelin Guidry, Paula Sullivan Burns, Melissa Quijano, Chante I A Ilernan, Victor Langford, Marvalette Hunter and Diana Sanchez of the Harris County Housing Authority; Sarah Miller of Picrpoint Communications, Susie Allen of Harris County Precinct 2; Mark Fury of Harris County Precinct 3; Brian McIntyre of the L.S.; Department of HUD; and Don Marshall of Bov•cen International.

**PRESENTATION AND APPROVAL OF MINUTES OF THE FEBRUARY 25 AND
MARCH 19 2009 BOARD MEETINGS**

The Minutes of the February 25 and March 18, 2009, Board meetings were presented for approval. Mr. Herrera motioned to accept the in as presented. Ms. Kruckemeyer seconded. Motion carried.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Mr. Rankin reviewed with the Board the 2009-2010 Housing Authority Budget. Mr. Wallace inquired as to the possibility of the DHAP program being extended. Mr. Rankin advised that at this time, he was not aware of any extensions at this time. Mr. Rankin asked Mr. McIntyre to comment on the subject. Mr. McIntyre reported that the current HUD information indicated that the DHAP program will end in August.

In regards to the budget, Mr. Rankin reviewed the increase in the Authority's Housing Choice Vouchers. He noted that this increase was a direct result of the DHAP voucher transition to HCV. Mr. Rankin advised that this transition translated into approximately 1,700 additional vouchers.

Discussion ensued as to the future of the DHAP like program.

Mr. Jones inquired as to the future of the elderly and disabled DHAP clients. Mr. Rankin and Mr. McIntyre explained the current plans for voucher transition.

Mr. Herrera inquired as to the budget increase in regards to staff changes. Mr. Rankin explained that due to the increase in vouchers to the HCV program from DHAP, additional HCHA case management, inspections, and finance staff is needed.

Mr. Herrera inquired as to the HCHA policy in regards to Request For Qualifications and requested copies of the RFQs for Architectural and Engineering Services for Patriots by the Lake. Mr. Wallace and Mr. Rankin reviewed the current policy and procedures for RFQs and hiring of firms for services. Discussion ensued as to previous RFQs.

Mr. Jones motioned to accept the 2009-2010 HCHA Budget as presented. Ms. Martinez seconded. All were in favor. Motion carried.

Mr. Rankin explained the annual approval of the utility allowances and how this standard rate is factored into every client's rental amount. Mr. Herrera motioned to accept the 2009 Utility Allowance Schedule as presented. Ms. Kruckemeyer seconded. Motion carried.

Mr. Wallace reviewed with the Board the bids that were received in regards to the RFP 07-03, Professional Services Contract for Legal Counsel Services. Mr. Herrera requested that the approval of the contract be subject to providing copies of the RFP 07-03 for Legal Counsel. Mr. Jones motioned to award the contract to Michael P Fleming and Associates as recommended by HCHA executive staff. Ms. Kruckemeyer seconded. Motion carried.

ADMINISTRATIVE AGENDA

Administration

Disaster Housing Assistance Program (DHAP)

Mr. Rankin reviewed with the Board the current status of the DHAP programs. He explained that the Katrina/Rita DHAP program should be expected to close out August 2009. This will result in a transition of approximately 1200 vouchers to the HCV program. Mr. Rankin reviewed the current status of the DHAP USA program, including the transition of eligible clients to permanent vouchers as well.

Mr. Rankin reviewed the DHAP Texas and DHAP Ike programs that are currently being administered through HCHA. He noted the requirement differences that will be implemented in August for DHAP Ike will include income verifications which were not required during DHAP Katrina/Rita.

Discussion ensued regarding Mr. Herrera's inquiry to the percentage of transition clients from DHAP to permanent vouchers (HCV) for Ike participants versus Katrina/Rita participants.

Housing Choice Voucher Division

Mr. Rankin reviewed with the Board the Occupancy Reports presented in the Board packets. He also presented a status report on the Housing Choice Voucher occupancy rates at the Authority.

Report on Affordable Housing Division Developments

Mr. Rankin reviewed with the Board the lease up rates of each of the affordable housing division developments.

Mr. Wallace inquired as to the Jackson Hinds SRO contract. Mr. Rankin explained the rental agreement regarding this development. Ms. Burns elaborated on HCHA's role in the Jackson Hinds and the current status of that development.

Mr. Rankin reviewed the current status of each of the six HCHA properties. He noted that each development was doing well, including maintaining good lease up rates. He also reviewed the two new developments that are in the planning stages; including an NSP development called Cypresswood Estates. This will be an 88 unit senior development that will be 85% funded by county grants. The second development will be named Sierra Meadows; a 90 unit senior development off of Beltway 8 and Wilson Road. Mr. Rankin is expecting an award of tax credits from the TDIICA by July 2009.

Mr. Wallace requested schematic renderings of Cypresswood Estates once they become available for review.

Mr. Rankin showed the Board an updated version of the Patriots by the Lake video. Ms. Hunter then reviewed with the Board the current status of the Patriots by the Lake development. She advised the Board that the Patriots website will be launched on Memorial Day and that a number of incoming calls have been received by HCHA in regards to the article that appeared in the Houston Chronicle about Patriots by the Lake. Ms. Hunter also advised the Board that an RFQ for Program Management Services has been posted for the Patriots development.

Ms. Hunter reviewed with the Board the upcoming meetings that are scheduled to take place over the next 30 – 60 days in regards to Patriots by the Lake; including financial institutions, governmental agencies, and the VA.

Mr. Wallace requested that each HCHA Commissioner meet with the Harris County Commissioner that appointed them to discuss the Patriots by the Lake development.

FINANCIAL AGENDA

Mr. Guidry presented the HCHA March and April 2009 monthly financials.

OTHER BUSINESS

Mr. Rankin advised the Board of the upcoming NAHRO Conference to be held July 16 – 18 in Portland, OR.

PUBLIC COMMENT

No public comments were made at this meeting.

EXECUTIVE SESSION:

No Executive Session was convened.

COMMENTS BY COMMISSIONERS:

Ms. Kruckemeyer inquired as to the payoff of the Patriots by the Lake land purchase. Mr. Rankin explained that this would occur following the HCHA audit.

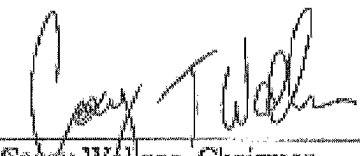
COMMENTS OR ANNOUNCEMENTS BY CHAIR:

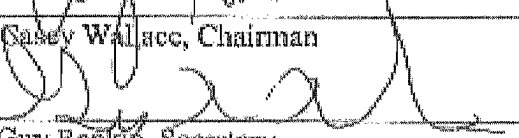
No comments by the Chair were made at this time.

ADJOURNMENT

Mr. Wallace invited a motion to adjourn. Mr. Herrera motioned to adjourn, Ms. Kruckemeyer seconded, and the motion carried. The meeting was adjourned at 1:05 o'clock p.m.

Adopted and approved this 20th day of July, 2009.



Casey Wallace, Chairman


Guy Rankin, Secretary

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

Houston, Texas

June 17, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 17th day of June, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 11:50 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martínez	Commissioner	Present

Attending all or portions of the meeting were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

David Gunter, Graylin Guidry, Paula Sullivan Burns, Melissa Quijano, Chantel Alleman, Victor Langford, Marvalette Hunter and Diana Sanchez of the Harris County Housing Authority; Nancy Sims of Pierpont Communications, Douglas P. Ray of Harris County Attorney's Office, Olga Rodriguez of Commissioner Sylvia Garcia's Office, Gail McDonald and Mark Guthrie of Winstead PC, Ahmad Walton and Greg Goodwin of Hoar Program Management, Karen Balzi and Rick Breedlove of Breedlove & Company.

PRESENTATION AND APPROVAL OF MINUTES OF THE MAY 20, 2009, BOARD MEETING

The Minutes of the May 20, 2009, Board meeting were presented for approval. Commissioner Herrera motioned to accept the minutes if corrected to reflect the he requested at the May 20, 2009 meeting to receive copies of all Requests for Proposal or Requests for Qualifications that relate to any work performed for the Authority on the Patriots by the Lake Project and/or relate to the hiring and retention of the Authority's new General Counsel.. Commissioner Kruckemeyer seconded. Motion carried.

Agenda Items

2009 Audit Report

Mr. Rick Breedlove of Breedlove & Company, P.C. presented the 2009 Audit Report. Mr. Breedlove reviewed with the Board the summary of results year ending March 31, 2009. Mr. Breedlove explained

that there were no significant deficiencies found. The Audit did not disclose any findings on the Housing Choice Voucher Program, The Disaster Housing Assistance Program or the Affordable Housing Division's Programs. It was noted that this is the six consecutive year that the Housing Authority has received a clean audit.

Commissioner Herrera asked questions and requested clarification on several items in the audit. Mr. Rick Breedlove answered all of his questions and stated that the staff had done a good job in managing the funds of the authority. Commissioner Herrera also asked a general question regarding administrative policies and procedures. Commissioner Jones asked that the Audit Committee submit its recommendation on the audit for the Board's acceptance or that the work of the committee be continued if necessary. Commissioner Jones stated that the work of the audit committee should be done in committee and not at the Board meeting. The Board agreed. Commissioner Herrera asked that the Board review and develop a comprehensive set of policies and procedures to manage the staff operations. Commissioner Jones stated that this request is not part of the audit and that a Board retreat should be held, especially for new Board members, so that they can help craft new guidelines for the Board and Staff in the operations of the authority. He noted that a separate conversation should be held on policies and procedures, aside from the audit. Commissioner Herrera suggested that the Board review the audit and provide comments in addition to the Audit Committee. Commissioner Wallace asked all Commissioners to review the audit and provide their comments by Friday, May 19th at 12:00 noon. Following receipt of any comments, the Board authorized the Chairman to accept the audit. Mr. Breedlove stated that comments would be taken into consideration for wording changes, but they would not change the opinion of the audit and required disclosures. Mr. Breedlove noted that HCHA was in compliance with all items reviewed during the audit period.

Patriots by the Lake

Mr. David Gunter reviewed with the Board the current status of the Patriots by the Lake project, noting the preliminary architecture and engineering and predevelopment activities that had been completed to date as outlined in the board packets. Mr. Gunter indicated the work is currently in progress, but that substantial progress had been made over the past 90 days as a result of the issuance of three (3) contracts for architectural services, engineering services, and development consulting. Commissioner Wallace stated that the work performed under these contracts was authorized as part of the general authorization given to the Executive Director during the January 30, 2009 Board meeting to acquire land for up to \$7 million and to borrow up to \$4 million for the acquisition and preliminary design and development necessary to negotiate a long term lease with the Veterans Administration. Commissioner Wallace indicated that the specific individual contracts for design and development are placed on the agenda for board approval and ratification.

Marvalette Hunter reviewed with the Board the scope and amount of the contract between Harris County Housing Authority and Land Architects of Highlands Ranch, LLC for preliminary landscape and architectural services, in the amount of \$494,000.

Mrs. Hunter reviewed with the Board the scope and amount of the contract amount between Harris County Housing Authority and LJA Engineering & Surveying, Inc. for preliminary engineering services, in the amount of \$154,000.

Mrs. Hunter reviewed with the Board the scope and amount of the contract between Harris County Housing Authority and BD Realty Advisors, LLC for preliminary development services, in the amount of \$95,000.

Commissioner Jones made a motion to approve and ratify the contracts with Land Architects of Highland Ranch, LLC, LJA Engineering & Surveying, Inc, and BD Realty Advisors, LLC as presented. Commissioner Kruckemeyer seconded. Commissioners Jones, Kruckemeyer and Wallace voted for the motion. Commissioners Herrera and Martinez voted to oppose the motion. Motion carried.

Commissioner Wallace announced that the Board would enter into Executive Session to discuss the next action item regarding property acquisition, as permissible by Chapter 551 of the Texas Government Code.

ADMINISTRATIVE AGENDA

Administration

Disaster Housing Assistance Program (DHAP)

David Gunter reviewed with the Board the current status of the DHAP programs. He provided the status of the Katrina/Rita DHAP program. The DHAP Katrina and DHAP USA is expected to close out on August 31, 2009.

Housing Choice Voucher Program

Mr. Gunter reviewed with the Board the Occupancy Reports presented in the Board packets. Mr. Gunter reported the lease up rates for all programs were near 100 percent.

Report on Affordable Housing Division Developments

Paula Sullivan Burns reviewed with the Board the lease up rates of each of the affordable housing division developments. Ms. Burns also provided a status on the Sierra Meadows project and the Cypresswood Estates project, HCHA's new proposed developments. Marvalette Hunter provided a status on the Neighborhood Stabilization Program grant and HCHA's role in the Cypresswood Estates project as sole developer. Ms. Hunter reviewed with the Board the RFQ process and presented staff's recommendation for approval of Integrated Housing Solutions as the development consultant for Cypresswood Estates. Commissioner Kruckemeyer made a motion to approve the recommendation to award a developer consultant contract to Integrated Housing Solutions. Commissioner Martinez seconded. Motion carried.

FINANCIAL AGENDA

Mr. Guidry presented the HCHA monthly financials showing a balance sheet change. The change reflected the Kuykendahl property purchase.

Commissioner Kruckemeyer made an inquiry as to whether the loan on the existing note on the 91 acres on W. Lake Houston had been paid in full. Commissioner Wallace indicated the land would be paid off following the audit, as previously discussed by the Board.

OTHER BUSINESS

Commissioner Wallace informed the Board that based on his conversation with HUD officials; HCHA was expecting to receive a high performer rating as a result of its recent HUD audit for the 7th consecutive year. Commissioner Wallace thanked the staff for its exceptional work and noted that HUD officials had stated that HCHA was one of the best Housing Authorities in the Country.

PUBLIC COMMENT

No public comments were made at this meeting.

EXECUTIVE SESSION:

Commissioner Wallace called the public meeting to adjournment at 12:47 o'clock p.m. An executive session was called to order to discuss the matters relating to the acquisition of certain real estate to be used for the development of a veteran's and seniors housing community.

Commissioner Wallace adjourned the executive session and called the public meeting to reconvene at 1:00 o'clock p.m.

Commissioner Wallace made a motion to approve resolutions and orders authorizing the Authority to purchase certain tracts of land for the development of a Veterans master planned development in the amount of up to \$5 million for 69+/- acres of land located along West Lake Houston Parkway (known as Patriots South). Commissioner Kruckemeyer seconded. Commissioner Jones voted for the motion. Commissioners Herrera, Kruckemeyer and Martinez voted to oppose the motion. Motion failed.

COMMENTS BY COMMISSIONERS:

No comments made by the Commissioners at this time.

COMMENTS OR ANNOUNCEMENTS BY CHAIR:

No comments by the Chair were made at this time.

ADJOURNMENT

Commissioner Wallace invited a motion to adjourn. Commissioner Herrera made a motion to adjourn, Commissioner Kruckemeyer seconded, and the motion carried. The meeting was adjourned at 1:55 o'clock p.m.

COMMENTS BY COMMISSIONERS:

No comments made by the Commissioners at this time.

COMMENTS OR ANNOUNCEMENTS BY CHAIR:

No comments by the Chair were made at this time.

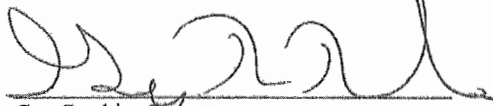
ADJOURNMENT

Commissioner Wallace invited a motion to adjourn. Commissioner Herrera made a motion to adjourn, Commissioner Kruckemeyer seconded, and the motion carried. The meeting was adjourned at 1:55 o'clock p.m.

Adopted and approved this 20th day of July, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

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

Houston, Texas

July 20, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 20th day of July, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 11:47 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

David Gunter, Graylin Guidry, Melissa Quijano, Marvalette Hunter, Veronica Torres, Nereyda Vega, Anna Carrizales, Paula Burns, Anna Hinojosa, Beverly Burroughs, Stacy Shahid, and Diana Sanchez of the Harris County Housing Authority; Morris Fountain of the City of Houston Focused Care; David Turkel of the Harris County Community Services Department; Richard Breedlove of Breedlove and Associates; Spurgeon Robinson and Laurie Robinson of Mir Fox Rodriguez, Olga Rodriguez of Harris County Precinct 2; Andy Cerota and Gerzan Garcia of KTRK-TV; Karen Kavanagh, Fred Dunham, Derick Palmer, and Elliott Knotts of the Disaster Housing Assistance Program – Inspection Team; Nancy Sims and Sarah Miller of Pierpont Communications, Greg Erwin of the law offices of Winstead PC; John Alvarez and Greg Goodwin of Hoar Program Management; Kathy Luhn of the County Judges Office; Howard Jefferson and Bill Anderson of the NAACP; and Clay Burns of Burns Enterprises

PRESENTATION AND APPROVAL OF MINUTES OF THE MAY 20, JUNE 17, AND JUNE 26, 2009, BOARD MEETINGS

The Minutes of the May 20, June 17, and June 26, 2009, Board meetings were presented for approval.

Upon request for discussion from Mr. Wallace, Mr. Herrera addressed the Board stating that the minutes did not accurately reflect his request in regards to copies of all contracts awarded by HCHA from October 2008 to the present. Discussion ensued between Mr. Wallace and Mr. Herrera regarding the request with reference being made to the email issued by Mr. Herrera dated July 9, 2009 of a formal information request addressed to Mr. Rankin. Mr. Wallace advised Mr. Herrera that there were currently 14 boxes ready for him which contained all the information he requested in his email. Mr. Wallace also expressed that the May 20th minutes were amended to accurately reflect Mr. Herrera's request as initially presented at the Board Meeting.

Ms. Martinez motioned to accept the minutes as presented. Mr. Jones seconded. Mr. Herrera opposed. Motion carried.

CHAIRMAN'S REVIEW/COMMENTS

Mr. Wallace requested nominations for Vice-Chairman for the Harris County Housing Authority Board of Commissioners. Ms. Kruckemeyer nominated Mr. Walter L. Jones. Mr. Wallace seconded. Motion carried.

Mr. Wallace reviewed with the Board the authorization given to him by the Board to accept the 2009 Audit Report presented by Breedlove & Associates as indicated in the May 20th minutes:

Commissioner Wallace asked all Commissioners to review the audit and provide their comments by Friday, May 19th at 12:00 noon. Following receipt of any comments, the Board authorized the Chairman to accept the audit. Mr. Breedlove stated that comments would be taken into consideration for wording changes, but they would not change the opinion of the audit and required disclosures. Mr. Breedlove noted that HCHA was in compliance with all items reviewed during the audit period.

Based on this authorization, Mr. Wallace reviewed the events that transpired regarding the receipt of comments about the audit and the acceptance of the audit by the Board. Mr. Breedlove concurred with Mr. Wallace's account.

Mr. Wallace requested the minutes reflect that an email was forwarded from Karen Balzi of Breedlove & Associates to David Gunter on June 16, 2009 at 12:46 p.m. which acted as a transmittal of a draft of the 2009 Audit Report. Mr. Breedlove verified the transmittal of the 2009 Audit Report via email. Mr. Gunter concurred.

Mr. Herrera requested that Mr. Breedlove review the changes from the initial draft that was presented to the Audit Committee. Mr. Breedlove indicated that there were no substantive changes.

Mr. Rankin reviewed with the Board the Transmittal of the 2009 HUD Consolidated Tier I On-Site Review Report. He advised that this is an audit conducted by HUD once every 10 years to review a housing authority's policies and procedures. Ms. Quijano noted that there were five specific areas of review: compliance, rent review, SEMAP, UIV, and Fair Housing. She advised the Board that there were no findings and/or problems resulting from the audit. She also noted that this is the most thorough and stringent review administered by HUD which has resulted in the Harris County Housing Authority being awarded Honorable Mention by HUD. Mr. Wallace congratulated Ms. Quijano and her staff, and the entire housing authority for outstanding performance.

Ms. Martinez motioned to approve Commissioner Gilbert Herrera's request to engage and authorize the Authority's General Counsel, Mr. Michael Fleming, to conduct a review of staff actions, including the CEO and Executive Director, concerning Mr. Herrera's directives; the forwarding of information or allegedly speaking negatively about him, and any and all such matters relating to his complaints. Mr. Wallace seconded and opened the floor for discussion.

Mr. Herrera advised the Board that the action item did not properly reflect his request and denied having asked Mr. Fleming to conduct a review of staff. He stated that his request consisted of placing the review of Mr. Rankin on the agenda of the next board meeting. Mr. Wallace quoted various passages from an email dated July 9th sent by Mr. Herrera to Mr. Rankin, of which Mr. Wallace was copied. Discussion ensued in regards to the policy to request a formal review and to engage the general counsel in an investigation.

A vote was called to approve the motion as presented. All members opposed. The motion was unanimously defeated.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Ms. Hunter reviewed with the Board the current status of the offsite sewer infrastructure improvements for MUD #499, to include the wastewater treatment plant, force main, and sewer. She advised the board that an amendment needed to be made to the action item due to updated cost estimate prepared by the engineers. This estimate indicated the cost of said improvements would be \$2.7 million.

Ms. Hunter advised the board of the five developers involved in MUD #499, and the pro rata share of the total costs between each developer. She indicated that the City of Houston would be reimbursing a portion of these costs in the amount of approximately \$1.1 million. She indicated that the City Agreement calls for reimbursement to be made 60 days after completion of the improvements. This will result in the total out of pocket costs for the Harris County Housing Authority being \$1.5 million for the off-site utilities/infrastructure improvements related to Patriots by the Lake.

Mr. Herrera advised that the due diligence be done regarding the MUD #499's funding capacity and ability to reimburse HCHA through bond financing.

Mr. Jones motioned to approve of up to \$2.5 million to Harris County MUD #499 for off-site sewer infrastructure improvements for a certain tract of land (+/- 91 acres on W. Lake Houston Parkway) for the Patriots by the Lake development. Mr. Herrera seconded. Motion carried. Mr. Fleming advised the Board that Ms. Hunter had requested an amendment to the action item pertaining to MUD #499. Mr. Jones motioned to approve an amendment to the action item of the Harris County MUD #499 for off-site sewer infrastructure improvements for a certain tract of land (+/- 91 acres on W. Lake Houston Parkway) for the Patriots by the Lake development of up to \$2.7 million. Ms. Martinez seconded. Motion carried.

PUBLIC COMMENT

Howard Jefferson, President of the NAACP, commended the Board, Mr. Rankin and the HCHA staff for the work performed in the community and expressed his appreciation and the complete support of the NAACP.

Reverend William Lawson expressed his appreciation for the HCHA's work and their consideration of America's Veterans with the Patriots by the Lake project. He offered his support for the Authority's continued efforts.

Judson Robinson, Jr. President of the Houston Area Urban League, expressed his appreciation for the work performed by HCHA.

COMMENTS BY COMMISSIONERS:

Mr. Wallace and Mr. Jones reviewed the upcoming Board Retreat to be held on August 8, 2009.

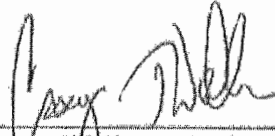
COMMENTS OR ANNOUNCEMENTS BY CHAIR:

Mr. Wallace advised first time meeting attendees of Mr. Rankin and HCHA's accomplishments and community assistance, including disaster assistance, HUD performance, and awards received.


ADJOURNMENT

Mr. Wallace invited a motion to adjourn. Ms. Martinez motioned to adjourn, Ms. Kruckemeyer seconded, and the motion carried. The meeting was adjourned at 12:34 o'clock p.m.

Adopted and approved this 16 day of September, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

**MINUTES OF ANNUAL BOARD RETREAT
OF
HARRIS COUNTY HOUSING AUTHORITY**

Houston, Texas

August 8, 2009

THE STATE OF TEXAS)
)
COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in an annual Board Retreat on the 8th day of August, 2009, at the Hilton of Americas, 1600 Lamar, Houston Texas, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 8:30 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the retreat were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

Guy Rankin, David Gunter, Paula Sullivan Burns, Melissa Quijano, Anna Hinojosa, Victor Langford, Beverly Burroughs and Diana Sanchez, Marvalette Hunter of the Harris County Housing Authority, Nancy Simms of Pierpont Communications, George Culver of LJA Engineering, Larry Taylor of TPG, David Turkel of Harris County Community Services, and Lawrence Dean of CDS Market Research and David Jarvis of Metro Study.

Report of the Economy of Harris County

The day started with a presentation on the Houston/Harris County Housing Market and current trends by Mr. David Jarvis of Metro Study. The Metro study was referenced as it relates to housing in the Houston region.

Mr. David Turkel, Director of Harris County Community Services Department gave a summary report on the Consolidated Plan and how HCHA's programs and services align with the Harris County's housing, community and economic development objectives.

Mr. Lawrence Dean provided an overview of the Phase One Housing Market Demand Analysis for Patriots by the Lake.

Mr. George Culver provided a demonstration of the web-based damage assessment tool developed by HCHA. The GIS mapping tool is used to accurately and consistently assess damage after a natural disaster. HCHA presented this information for the first time to all Board members. Commissioner Graciela Martinez requested to be briefed on the use and accuracy of the data. A follow-up meeting was scheduled with Commissioner Martinez.

Overview of the Business of a Housing Authority

Mr. Rankin gave a brief presentation of the business of a housing authority.

- What PHA's are doing today
- What the future looks like for PHA's
- How HCHA measures up nationally

Mr. Rankin briefed the Board on what is happening in the Houston/Harris County. He included as part of the discussion HCHA's current programs including the HCV Program, Disaster Housing Program and Affordable Housing Development Programs.

Overview from Commissioner Interviews

Mr. Taylor presented his review to the Board of Commissioners regarding development of the Strategic Action Plan. Mr. Taylor engage each Commissioner to discuss his and her needs as a Commissioner for the Housing Authority. Each member of the Board discussed how they saw the Authority and how better to communicate with each other and the staff. Chairman Wallace asked each Board member to call the staff if they needed clarification on an item regarding the housing authority. Chairman Wallace announced he would ask the Board to create task forces to be developed to handle certain items the Board may wish to address.

Strategic Achievement

Mr. Rankin provided an update on Key Accomplishments Related to the Mission Statement and his vision for the Authority. Mr. Rankin focused on highlighting the short term issues affecting the mission and gave the Board a detailed 10-year plan for the Authority which included 12, 24 and 60 month accomplishments.

Roundtable Workshop

Mr. Larry Taylor facilitated a workshop presentation with the Board of Commissioners and staff designed to review and provide feedback on the vision and mission statement of the Harris County Housing Authority.

PUBLIC COMMENT

No public comments were made.

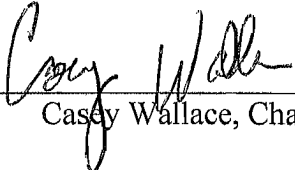
COMMENTS OR ANNOUNCEMENTS BY CHAIR

Mr. Wallace announced that he will organize a Task force of Board members and HCHA staff to participate in the selection of companies that responded to the Patriots by the Lake RFQs for the Engineering and Architecture services.

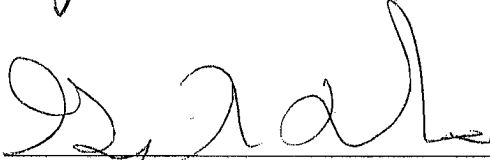
ADJOURNMENT

Mr. Wallace invited a motion to adjourn. Ms. Martinez motioned to adjourn, seconded, and the motion carried. The meeting was adjourned at 5:00 o'clock p.m.

Adopted and approved this 16 day of September, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

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

Houston, Texas

September 2, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 2nd day of September, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Mr. Wallace, Chairman, called the meeting to order at 11:48 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present (*)
Peggy Kruckemeyer	Commissioner	Absent
Graciela Martinez	Commissioner	Present

*Commissioner Gilbert Herrera arrived after the start of the meeting at 12:08 p.m.

Attending all or portions of the meeting were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

Guy Rankin, David Gunter, Graylin Guidry, Melissa Quijano, Marvalette Hunter, Veronica Torres, Paula Burns, Victor Langford, and Diana Sanchez of the Harris County Housing Authority; David Turkel of the Harris County Community Services Department; Gail McDonald of the law offices of Winstead PC; Nancy Sims of Pierpont Communications, John Alvarez and Mike Lanier of HOAR Program Management; Wanda LeBlanc of the County Judges Office; Douglas Ray of the HCHA County Attorney's Office, Larry Taylor of the Taylor Performance Group, LLC.

PRESENTATION AND APPROVAL OF MINUTES OF THE July 20th, 2009, BOARD MEETINGS

The Minutes of the July 20, 2009, Board Meeting was presented for approval. Ms. Martinez motioned to accept the minutes as presented. Mr. Jones seconded. Motion carried.

Mr. Herrera was not present during approval of the minutes by the Board of Commissioners.

CHAIRMAN'S REVIEW/COMMENTS

Update on Veteran Housing Meetings

Mr. Wallace reviewed with the Board updates on the Veterans Housing Meeting held on August 25, 2009. He stated that he and Commissioner Martinez attended the meetings with one of the potential financiers for Patriots by the Lake. He stated that the meetings were very informative, but that no decisions and/or commitments were made.

Policy and Procedures "Task Force" Update

Mr. Wallace stated that there was a need to form several task forces to assist the Authority in accomplishing certain goals and objectives. He indicated that these task forces would replace the committee process and be formed to complete specific work in a limited time frame. Mr. Wallace made assignments of the following individuals to serve on each of the task forces listed below:

Policies and Procedures Task Force - This task force would review and make recommendations to the Board of Commissioners regarding the draft policy and procedures manual - Ms. Graciela Martinez and Ms. Peggy Kruckemeyer.

Patriots by the Lake Engineering Task Force - This task force would serve on the panel to interview the top three (3) RFQ respondents as identified by staff - Mr. Walter Jones and Mr. Gilbert Herrera.

Patriots by the Lake Architecture Task Force - This task force would serve on the panel to interview the top six (6) RFQ respondents as identified by staff - Ms. Peggy Kruckemeyer and Mr. Casey Wallace.

Mr. Jones motioned to approve the three (3) Task Forces. Ms. Martinez seconded, motion carried.

Mr. Herrera was not present during this session.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Mr. Wallace requested that staff provide an update on the Affordable Housing Developments, to include the Cypresswood Estates project. Ms. Hunter provided an overview of the Cypresswood Estates project and highlighted the project's current status as summarized in the board book. She indicated that HCHA would be the sole developer of the project with development consultant services provided by Integrated Housing Solution, LLC. She stated the total project cost at \$11,272,779, of which 85% would be grant funds. Ms. Hunter stated

the project was funded by HCCSD with Neighborhood Stabilization Program grant funds in the amount of \$4 million and CDBG funds in the amount of \$5,574,826 and that the project will carry a permanent loan of approximately \$1.7 million. In regards to the project's current status, Ms. Hunter stated that the Developer Consulting Agreement had been executed and that the project design is 90% complete. She stated that the project is currently awaiting approval from the MUD. Ms. Hunter also indicated that the staff was currently reviewing loan term sheets and that a revolving loan of up to \$2 million would be necessary during constitution due to the fact that the grant would be funded on a reimbursable basis.

Mr. Wallace asked if the loan amount in the resolution had to be exact or an approximate value. Gail McDonald indicated that the loan amount in the resolution was an approximate value. She and the General Counsel agreed that the approximate value was sufficient for the resolution.

Ms. Graciela Martinez Motioned to approve the resolutions and orders authorizing the Authority to develop, construct, operate and manage Cypresswood Estates Senior Housing Development and to accept Neighborhood Stabilization Program (NSP) Grant funds and Community Development Block Grant Funds from the Harris County Community Services Department in the amount of \$9,574,826 dollars and borrow up to 2 million dollars for the project. Mr. Jones seconded. Motion carried.

Ms. Hunter provided an overview of the Patriots by the Lake project and provided a project status update as summarized in the board book. She stated that the project is a master-planned mixed use development for veterans. Ms. Hunter stated that HCHA received approval of the general plan, preliminary plat and final plat from the City of Houston. She indicated that the project would be constructed in 4 phases over a 3 year period. Phase I would consist of the VA and related buildings totaling more than 424,000 square feet. Ms. Hunter indicated that the estimated cost of Phase I is \$165 million and that it would include an array of housing options, with home prices from \$175 to over \$700,000. It will also include a senior housing affordable housing tax credit development. Ms. Hunter stated that HCHA received local and regional support from the VA. She stated that the new Houston Director of the VA will assume his office this week and that HCHA would seek to secure a meeting with the new Director within the next 2 weeks.

Ms. Hunter indicated that the RFQs for Architecture and Engineering had been reviewed and scored and 6 architecture and 3 engineering firms would be interviewed. She also indicated that the RFQ for a co-developer for next year's tax credit project closed on August 31st with 6 respondents.

Ms. Hunter stated that during the last legislative session, Governor Perry signed HB 3358 which allows housing authorities with populations over 500,000 to develop veteran communities.

H.B 3358, Sec. 392.067 (b)/(c)

(b) A county or municipal housing authority in a county with a population of more than 500,000 may borrow money, accept grants, and exercise its power to provide safe and sanitary housing communities for veterans.

(c) As the authority considers necessary to achieve the purposes of this chapter, an authority may enter into a lease or purchase agreement or accept a conveyance regarding real property as part of a housing project that will benefit veterans. The agreement or conveyance may include any restrictive covenants that the authority considers appropriate regarding the property. As the authority considers necessary and on the stipulation of the parties, the covenants run with the property.

Ms. Hunter stated that staff was currently reviewing financing proposals for Patriots by the Lake. She provided an overview of a financing proposal which included a proposed loan request of \$180 million. She stated that the total development budget for Patriots by the Lake is approximately \$400 million, of which Phase I is estimated to cost \$165 million. She stated that the proposed terms of the loan included a 1.5% interest rate and a \$2 million management and administrative fee.

Mr. Herrera enters the Board Meeting at 12:08pm.

Ms. Martinez questioned if the fee was \$2 million or 2% as discussed in the meeting. Ms. Hunter explained that the \$2 million flat fee was further discussed and agreed to later that day during the meeting. Ms. Hunter stated a feasibility package had been prepared and submitted to them as requested on Friday, August 28th. Ms. Hunter indicated that the feasibility package included all of the requested due diligence documents. She also stated that a response was pending by the end of September.

Mr. Herrera questioned why he had not been given a copy of the financial packet given to the lender. Ms. Hunter stated that the financing proposal was just completed last Friday and we are still in preliminary discussion and negotiation's. She indicated that the terms proposed have been summarized for the board presentation to the board.

Mr. Herrera requested to see information submitted to the lender. He stated he had not received any proformas or sources and uses on the project. He also stated that he had not received the HAP Ledger from the Authority as requested.

Mr. Herrera asked Mr. Wallace if the financial information was disclosed to the Board. Mr. Wallace replied that all of the information was disclosed to the board and further added that all documents requested by Mr. Herrera were provided in 14 boxes which were delivered to Mr. Herrera's office. Mr. Herrera stated that he did not receive all of the Patriots contracts.

Mr. Wallace indicated that he personally witnessed that all of Patriots contracts were copied and sent to Mr. Herrera. Mr. Herrera stated that there seemed to be a problem with information being provided. Mr. Wallace stated that Mr. Herrera needed to be clear regarding his request and specifically state what he wanted. Mr. Wallace and Mr. Herrera disagreed regarding whether information had been provided as requested. Mr. Wallace asked for Mr. Herrera's resignation from the board. Mr. Herrera declined. Mr. Wallace stated that he is disappointed that Mr. Herrera was intentionally trying to destroy HCHA and time after time has used Auditors, HUD, the County and other interest to attack the staff and the Board despite the amount of success the staff has worked hard to achieve.

Mr. Herrera said, spare me

Mr. Jones motioned to approve resolutions and orders authorizing the CEO to develop a financing plan and negotiate term sheets for financing of Patriots by the Lake. The board of Commissioners will approve the final term sheet for Patriots by the Lake at a future meeting. Ms. Martinez seconded. Mr. Herrera opposed. Motion carried.

Ms. Burns presented to the Board the status of the six (6) existing affordable housing tax credit developments as summarized in the board book. Ms. Burns also discussed with the board the funding, structure and leasing status of the Jackson Hinds Gardens Apartments SRO. She stated that the project provides housing for homeless adults and is currently 100% leased. Ms. Burns also discussed the HCV Homeownership Program and stated that HCHA has assisted 16 homeowners with affordable mortgage payments.

OVERVIEW OF HOUSING CHOICE VOUCHER PROGRAMS

Ms. Quijano presented the 2009 Administrative Plan for approval. Mr. Jones motioned to approve resolutions and orders approving the Housing Choice Voucher Administrative Plan. Ms. Martinez seconded it. Motion carried.

FINANCIAL AGENDA

Mr. Guidry presented the HCHA July 2009 monthly financials.

OVERVIEW OF BOARD ANNUAL RETREAT

Mr. Larry Taylor presented the Harris County Housing Authority's Strategic Action Plan as outlined below:

Mission: Develop and Provide affordable and sustainable housing solutions for low-to moderate-income people.

Vision: Be the sought-after authority for innovative housing solutions, technology and tools.

Strategic Imperatives:

1. Create a bridge for self-sufficiency

2. Leverage our internal expertise to generate revenue to build and support assets in Harris County.
3. When a proven need exists, serve as a developer in building housing projects and communities in Harris County.
4. Be responsive to public sector requests for housing-related services, programs and technology.
5. Be the authoritative resource for public sector, private sector and non-profits on housing-related issues.
6. Hire and develop the best housing professionals.

Ms. Martinez raised questions regarding the Mission Statement's specific reference to "low to moderate income people". She stated that she did not like the reference and preferred "individuals in times of need". "Mr. Taylor accepted her suggestion, but stated he had no personal opinion on the matter.

Mr. Herrera questioned Mr. Taylor regarding Strategic Imperative #3 and its reference to "serve as a developer" and regarding his experience in assessing whether corporate entities such as HCHA have the appropriate skill sets, management and expertise to accomplish this strategic imperative. Mr. Taylor replied that he had not assessed HCHA's capacity, as it was not a part of his scope which included facilitating the board retreat and developing a strategic imperative plan.

Mr. Herrera asked Mr. Taylor to offer his advice on what key things that HCHA should do to identify the current skill set or gaps in order to meet Strategic Imperative #3.

Mr. Taylor suggested he would normally look at the staff, systems and processes to make sure they align and support the strategic imperative. He stated that did not evaluate HCHA from that perspective because that was not a part of his particular scope of work which included facilitating the board retreat and to come up with the Strategic Imperative Plan.

Mr. Taylor further stated that he had no reason to believe that HCHA did not have the appropriate staff, systems and processes in place based upon the credentials and accomplishments of the agency. He stated that during his work, there were no flags to indicate that the organization was not performing its duties. Mr. Herrera questioned the capacity of the staff and Mr. Taylor stated that if he had any questions he should ask the CEO.

Mr. Jones asked Mr. Turkel how Harris County Community Services determines who qualifies for assistance. Mr. Turkel explained the HUD guidelines of how the funds are given and families are qualified based on income.

Mr. Turkel stated that there is a specific definition for low to moderate income and who qualifies for assistance which is established by HUD. He stated that some of the programs currently operated by Harris County require up to 100% of the funds to be spent to assist low to moderate income individuals and some allow you to spend up to 50% to 51% on low income families, but in general most programs target low and moderate income individuals.

Mr. Wallace inquired as to the top income range for low and moderate income. Mr. Turkel replied that it is 120% of the area median income, but that most of HUD's programs are at 80% of AMI, and that HUD allows you to interpret up to 120%. Mr. Jones stated that he wanted Mr. Taylor to hear the explanation that Mr. Turkel gave because he didn't think that the term low to moderate income would be the correct terminology to use for the mission statement. Ms. Martinez stated that she wanted to make sure that the mission statement reflects what the Agency does and not just relate to a one particular project.

Mr. Herrera stated that based upon the mission statement, the Patriots by the Lake project is not consistent with providing low income housing. Mr. Turkel indicated that the County often uses its funds to create mixed income communities, where low and moderate income housing is mixed with market or higher priced housing. He stated that the mixed income communities are more sustainable.

Mr. Herrera stated that this meeting did not fulfill what he believed was stated in the retreat. He indicated that the meeting was supposed to be a mid-month review for information purposes to brief Commissioners

Mr. Wallace replied to Mr. Herrera that he was tired of the continuous attacks on the board and the staff and accused him of disseminating wrongful information to the community, and to the elected leaders of Harris County, including Commissioners and the County Judge. Mr. Wallace requested that Mr. Herrera resign again from the board if he did not like the way things were being run. He stated that the rest of the board members view HCHA as a very successful agency and moving forward. Mr. Wallace stated that there was a lot of information to be discussed in this board meeting to inform the Board of Commissioners about what is going on in the agency and to prepare for the next Board Meeting on September 16th which is what was decided at the retreat. He indicated that Mr. Rankin would provide information to the board consistent with what is included in the board package and requested during the retreat.

Mr. Rankin gave an overview of Ms. Hunter's background and experience, and the contributions that she has made to the Agency as Chief Operating Officer. He then provided an overview of the DHAP and the Agency's role in assisting HUD and FEMA with Natural Disasters.

Mr. Jones asked about the role that HCHA plays in the event of a natural disaster. Mr. Rankin gave an overview of the National Incident Management System (NIMS) and explained how Harris County Housing Authority is a separate form of government with a distinct role and responsibility upon declaring of a natural disaster impacting the Region.

Mr. Herrera questioned Mr. Rankin and Staff regarding deferred revenue indicated on the financial report and the various DHAP Programs and when programs were ending.

Mr. Rankin explained the deferred revenue and how HUD generally funds the agency for its various programs. Mr. Herrera asked how much is expected to be left in deferred revenue after the end of the year. Mr. Rankin replied that the funding process was different for the

various programs and that Ike funds were treated differently by HUD than Katrina/Rita funds. Staff responded to several questions.

COMMENTS BY COMMISSIONERS:

Mr. Herrera asked the date of the next Board Meeting. Mr. Wallace replied September 16, 2009 at 11:30AM.


COMMENTS OR ANNOUNCEMENTS BY CHAIR:

Mr. Wallace announced the resignation of Marvalette Hunter, COO of the Harris County Housing Authority. He indicated that Mr. Rankin has been in discussions with Ms. Hunter about the possibility of continuing to work with the Authority on a contractual basis. Mr. Wallace thanked Ms. Hunter for her outstanding service to HCHA as COO.


ADJOURNMENT

Mr. Wallace invited a motion to adjourn. Mr. Jones motioned to adjourn, Ms. Martinez seconded and the motion carried. The meeting was adjourned at 2:23 o'clock pm.

Adopted and approved this 16 day of September 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

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

Houston, Texas

September 16, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 16th day of September, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the city of Houston, Texas. Commissioner Jones, called the meeting to order at 11:38 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Absent
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present
Guy Rankin	CEO/Executive	Present

Attending all or portions of the meeting were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

David Gunter, Graylin Guidry, Melissa Quijano, Marvalette Hunter, Veronica Torres, Bettina DeGuerra, Gabriel Curiel, Marilyn Solis, Lupe Salazar, Nereyda Vega, Sara Nixon, Victor Langford, Paula Burns, Anna Hinojosa, Beverly Burroughs, of the Harris County Housing Authority; J. Michael Kemp and John R. Alvarez of Hoar Program Management; Wanda LeBlanc of Harris County, Carolyn Scanteberry of City of Houston, Brad Dill of BD Reality Advisors, LLC., Teresa Lott of Simmons Vedder, Douglas Ray of the Harris County Attorney, Cynthia Roth of PGAL, Gail McDonald of the law offices of Winstead PC, Nancy Sims of Pierpont Communications, and George White of Municipal Administrative Services.

**PRESENTATION AND APPROVAL OF MINUTES FROM AUGUST 8, 2009
BOARD RETREAT AND SEPTEMBER 2, 2009 BOARD MEETINGS**

The Minutes of the August 8th, 2009 and September 2nd, 2009, Board meetings were presented for approval.

Upon request for discussion from Commissioner Jones (Vice-Chairman), Mr. Herrera requested that the minutes from the August 8, 2009 Board Retreat be revised to include comments made by David Jarvis of MetroStudy regarding lot sales from subdivisions of 500 lots or more in Harris County.

Commissioner Kruckemeyer motioned to accept the minutes for August 8, 2009 with amendments. Commissioner Jones seconded. All approved. Motion carried.

Commissioner Kruckemeyer motioned to accept the minutes for September 2, 2009 as presented. Ms. Martinez seconded. All Approved. Motion carried.

CHAIRMAN'S REVIEW/COMMENTS

- A. Mr. Rankin stated that Chairman Wallace requested the staff to develop the highest quality Open Government Website possible as a model for all government, non-profit and quasi – public and private agencies. Mr. Rankin stated this task would be completed in 90 days.

Action Item: Approval of Contract with SMASH Visual Media to develop and maintain a new Interactive Website for HCHA at a price not to exceed \$42, 000.

Mr. Rankin addressed the board of Commissioners regarding upgrading the HCHA website. He indicated that HCHA had received three (3) bids and was recommending for approval SMASH Visual Media. Mr. Rankin indicated that the scope of the work would include listing of all contracts, development agreements, grant agreements, and board agendas and meeting minutes. The site would also disclose HCHA financial information including audits and monthly financials. The new website would be launched in December 2009. Commissioner Kruckemeyer inquired as to who would maintain the website. Mr. Rankin responded that staff would be responsible for maintenance of the website.

Commissioner Martinez motioned to approve the contract with SMASH Visual Media. Commissioner Kruckemeyer seconded. All approved. Motion carried.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

A: Overview of Affordable Housing Development Audit by Harris County

Mr. Rankin stated that the Harris County Audit had been completed and that the report was still pending.

Action Item: Approval of a contract for the continuance of Project Management and development oversight for Sierra Meadows, Cypresswood Estates and Patriots by the Lake.

Mr. Rankin requested that this action item be pulled from the agenda for further consideration.

Commissioner Jones made a motioned to pull the action item from the agenda for further discussion and consideration. Commissioner Kruckemeyer seconded. All were in favor. Motion passed.

B: Overview of Housing Choice Voucher Programs

Ms. Quijano stated that there were no changes to the previously presented report.

C: Overview of the Disaster Housing Voucher Programs

Mr. Gunter stated that the Disaster Housing Voucher Program will end on October 31, 2009 and that the DHAP IKE program will end on March 31, 2010.

Commissioner Jones asked if HCHA needed to present a Close Out Program? Mr. Gunter responded that HCHA would be completing a close out program within HUD guidelines and directives. Currently, the DHAP programs are not scheduled for a programmatic or financial close-out as of September 2009.

D: Overview of the HUD Housing purchasing and Rehabilitation Program

Ms. Burns reported that HUD has offered to sell HCHA thirteen (13) single family homes. HCHA would purchase the homes below market, rehab the homes and sell the homes to qualified homeowners. Commissioner Herrera inquired regarding the goal for the program. Ms. Burns responded that the program provided opportunities for homeownership for Hurricane Katrina/Rita survivors, families receiving Section 8 rental assistance and would be open to the general public in that order. Commissioner Jones requested a one page summary overview of the program at next month's board meeting.

PUBLIC COMMENT

None

EXECUTIVE SESSION - AN EXECUTIVE SESSION WILL BE HELD TO DISCUSS AND COMPLETE THE ANNUAL EVALUATION OF THE CEO.

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.

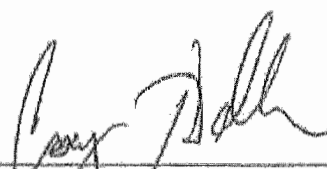
COMMENTS BY COMMISSIONERS:

Commissioner Jones stated the CEO Annual Evaluation is continuing and will be completed at the next Board meeting.

ADJOURNMENT

Commissioner Herrera invited a motion to adjourn. Commissioner Kruckemeyer seconded, and the motion carried. The meeting was adjourned at 1:07 o'clock p.m.

Adopted and approved this 21st day of October, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

MINUTES OF REGULAR MEETING
OF
HARRIS COUNTY HOUSING AUTHORITY

Houston, Texas

October 21st, 2009

THE STATE OF TEXAS)

COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 21st, day of September, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the City of Houston, Texas. Chairman Wallace called the meeting to order at 11:40 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Present
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

Guy Rankin, David Gunter, Graylin Guidry, Melissa Quijano, Marvalette Hunter, Diana Sanchez, Veronica Torres, Victor Langford, Paula Burns, Anna Hinojosa, Beverly Burroughs, and Earl Campbell, of the Harris County Housing Authority; Wanda LeBlanc of Harris County Judge Office, Patricia McBean of PGAL, Nancy Sims of Pierpont Communications, Ric Guenther of LRK, Olga Rodriguez of Harris County PCT 2.

PRESENTATION AND APPROVAL OF MINUTES FROM SEPTEMBER 16th, 2009 BOARD MEETING

The Minutes of the September 16, 2009 Board Meeting were presented for approval.

Commissioner Kruckemeyer motioned to accept the minutes for September 16, 2009 with amendments. Commissioner Mr. Herrera seconded. All approved. Motion carried.

CHAIRMAN'S REVIEW/COMMENTS

Chairman Wallace reported that approximately two weeks ago, the CEO along with Commissioner Martinez and Commissioner Kruckemeyer attended the NAHRO Conference in Washington, D.C. and visited the staff of the Housing Urban Development department (HUD). Chairman Wallace asked the Commissioners to give a brief overview of the conference and meetings attended.

Commissioner Kruckemeyer responded that the HUD staff was very complimentary of HCHA. She stated that her observations from the conference was that there is a lot of Housing Authorities in financial trouble. However, HCHA was not one of them. Commissioner Martinez added that she was impressed that the Secretary of HUD had time to visit and wanted to hear how HCHA was doing. She stated that it was a good visit.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Chairman Wallace requested that Mr. Rankin address the Board with an update on the 2009 Accomplishments for the HCHA from September 1st, 2008 to September 1st, 2009, and provide a report on the HUD REO program.

Mr. Rankin stated that the Accomplishments would be presented by Ms. Hunter, Ms. Burns, and Ms. Quijano. .

Ms. Hunter provided a recap of the 20/20 Vision contained in the board book and previously shared at the Board Retreat held in September. She stated that the Harris County Housing Authority is recognized as HUD's highest performing housing authority in the region, and one of America's 10 best PHA's. Ms. Hunter added that over the past 6 years, HCHA has grown from a troubled agency, to reaching extraordinary heights by housing the homeless, creating homeowners, developing over 1,000 new affordable housing units, responding to natural disasters and developing a master-planned community specifically designed for veterans. Ms. Hunter stated that the accomplishments to be shared reflect the fruition of staff-board alignment and HCHA's commitment to improve the lives of the citizens of Harris County. Ms. Hunter stated that the accomplishments to be presented are those most relevant to HCHA's 20/20 plan and are represented in chronological order

SEPTEMBER 2008

- After Hurricane Ike struck, the Harris County Housing Authority led a countywide effort to provide critical information to residents on accessing funding for relief. HCHA conceived the idea to create an educational video to explain the application process in an understandable way to the storm's victims. Over 2,000 copies of the DVD were distributed as a tool to assist residents, community leaders, the United Way Agencies, Elected Officials and Community Leaders in understanding their eligibility for financial aid, as well as the application processes for FEMA and SBA following a hurricane. The video was shown on various cable TV shows to hundreds of thousands of people throughout the region.

- HCHA successfully responded to the needs of our citizens following Hurricane Ike in partnership with the following social services providers: Focus Care (FC), Houston Area Urban League (HAUL), Neighborhood Centers Inc. (NCI), Harris County Community Development (HCCD), and the City of Houston (HHS). The results of this partnership rendered case management services to tens of thousands of families on a monthly basis.
- HCHA Developed a national disaster recovery model that can be implemented within 72-hours to construct a DHAP facility, incorporate software management and human capital immediate following a disaster. This information is now part of the US Department of Housing and Urban Developments response to disasters.
- HCHA assisted in the development of a POD management system that led to stabilization of more than 400,000 people throughout the region.
- HCHA furnished 10 apartments and offered temporary housing assistance at Magnolia Estates for elderly persons who lost everything in Hurricane Ike and who lived in temporary shelters from Seabrook, Bolivar, Galveston, Pasadena, and Houston.
- HCHA coordinated with the City of Houston, Harris County, United Way Agencies and the faith-based communities to help the most vulnerable citizens during Hurricane IKE and Gustav.
- HCHA continued the transition of Hurricane Katrina Survivors in Harris County and within 41 states throughout the US to permanent housing assistance.
- HCHA was recognized in a letter to Former County Judge Eckels by the United States Senate as one of the best Housing Authorities in America.

October 2008

- HCHA Sets Advanced Technology Standards After Hurricane Ike, HCHA developed the first-of-its-kind 3Dimensional National GIS (Geographic Information Systems) Damage Assessment Model and Methodology. In the future, HCHA will partner with local, state and national leaders to provide guidance on how to help communities recover after a major disaster, while saving precious resources and helping communities recover quickly. The model was developed with Rice University and others more accurately reflect damage during natural disasters.
- HCHA Received the National Association of Housing Redevelopment Officials (NAHRO) Award of Merit for Innovation Single-Family Rental Housing, for Waterside Court.
- HCHA Received the National Association of Housing Redevelopment Officials (NAHRO) Award of Merit for the HCHA Independence Homeownership Program.

- HCHA Developed a Renewable Energy Plan to incorporate HCHA's future affordable housing building principles to reduce the impact on natural resources. HCHA is testing the use of solar panels with Magnolia Estates.

November 2008

- HCHA commenced work with the Governor's Commission on Disaster Recovery and Renewal.
- HCHA expanded the Damage Assessment Model to include Pre-Disaster Grid Mapping of coastal counties and coordinated with various regional councils of government.
- HCHA began meeting with the U.S Department of Veteran Affairs and the U.S. Department of Housing and Urban Development to discuss options for the a master planned Veterans Community.
- HCHA began administering the DHAP IKE program for Harris County families displaced by Hurricane IKE. Over 2500 families have been assisted in the DHAP IKE from November 2008 to September 2009.
- In addition to Harris County families, the HCHA has assisted over 400 families under the DHAP IKE-Texas program for families throughout Texas displaced by Hurricane Ike from November 2008 to September 2009

December 2008

- HCHA Developed a Comprehensive Study of Housing Laws, Actions and Programs in Hurricane Prone States for the Governor. HCHA has analyzed the best practices for the development and protection of housing developments throughout the gulf coast. The Governor and Texas Legislator will take up this report at the next session improving the lives of all the Citizens of Harris County through building practices, codes and smart coastal design.
- HCHA closed out DHAP Greater New Orleans which consists of managing six housing authority disaster programs in the Greater New Orleans area. This effort was a request from the Secretary of Housing and Urban Development to help New Orleans.

January 2009

- HCHA purchased 91 acres of land for Veteran Master Planned Community.
- HCHA submitted TDHCA Tax Credit Applications for Sierra Meadows and Sendero Point.
- HCHA published the Residential Damage Assessment Report for Harris County by which more than 8 billion dollars of damage was identified

- HCHA began *the* initial intake of over 4000 DHAP Katrina! Rita families for eligibility into *the* HCV program.
- HCHA designed America's first one-of-a-kind master-planned waterfront community designed for and dedicated to Veterans. The current design includes beautiful spacious homesites, condominiums, and multi-family residential, retail, offices, medical facilities, 44 memorial monuments, ceremonial parks and other amenities located on 91 acres of impeccable grounds with scenic water views.

February 2009

- HCHA initiated Predevelopment and Design for Patriots by the Lake with input from *the* VA on programming needs for a veteran master planned community.
- HCHA submitted Application for a Neighborhood Stabilization Grant and a Community Development Block Grant to build 88 units of seniors housing on a foreclosed property to stabilize a neighborhood and *provide affordable* housing for seniors.
- HCHA developed a Comprehensive Study of Healthcare Systems and facilities impacted by IKE.
- HCHA developed and presented a DHAP operational plan to the Secretary of HUD: The disaster and recovery recommendations to designate HUD as the lead Federal agency for the provision of temporary housing following a disaster in connection with Katrina Lessoned Learned.
- HCHA moved the entire HCV program operations to 8933 Interchange accommodate and manage the transition of up to 4,000 new families that HUD had awarded Harris County. The current HCV voucher program was 1840 families. It was estimated at the time that 2,000 additional families would be added to the program permanently resulting in an additional 15 million dollars per year of HAP payment in the community. Thus, helping additional landlords and low and moderate income families for the next 20 years.
- HCHA created Housing Americas a non-profit organization dedicated to the development of affordable housing throughout the US and assisting other Public Housing Authorities on an as needed basis. The foundation of the other 41 00 PHA's throughout the country are to help low and moderate income people and HCHA has developed a tool that can help those other organizations.
- HCHA assisted in the effort to pass legislation creating H.B 3558 allowing housing authorities to develop veteran housing communities without regard to jurisdictional boundaries.

March 2009

- HCHA developed a comparative study of housing legislation and recommendations for the Governor's Disaster Recovery and Renewal Commission.
- HCHA Submitted Final TDHCA Application for Sierra Meadows.
- HCHA Submitted HOME application for Sierra Meadows.
- Independent financial audits performed for the last 7 years exhibit zero findings and sound financial policy.
- Magnolia Estates became 100% leased and stabilized In March 2009.
- The HCHA HCV program has doubled in size by the conversion of DHAP Katrina/Rita families and DHAP USA. These are permanent HCV vouchers for Harris County obtained by the conversion process.

April 2009

- HCHA hosted a worked with 25 other housing authorities during an REO training for Public Housing Authorities to model their programs.
- HCHA was awarded \$9,574,826 in NSP/CDBG funds by CSD for Cypresswood Estates.
- HCHA Finalized Preliminary Design for Patriots by the Lake and held a Board Retreat to discuss the various design, engineering and partnerships with this master planned community.

May 2009

- HCHA Invited to be presenter at NAHRO Conference as an expert on providing affordable housing solutions.
- HCHA Purchased 9.9 acres for Cypresswood Estates.
- HCHA Commenced predevelopment and design for Cypresswood Estates.
- HCHA worked with State Legislators to draft Veteran Housing Bill HB3558 - Bill passed.
- HCHA developed and launched the Patriots by the Lake website.
- Published Houston Chronicle Editorial: Honoring America's Veterans

June 2009

- HCHA received the IABC Bronze Quill Award of Merit for the creation of the Hurricane Ike "Need Ike Relief" video.
- HCHA had a complete HUD Consolidated On-Site Review of the HCV program which resulted in the following as reported by HUD:
 - No findings or observations.
 - "HCHA practices are some of the best throughout our region".
 - Exemplary recognition for the HCHA HCV Briefing Packets, HCHA Intake System and Lobby.
 - The HCHA File Room control has been set as the example for HUD Region VI.
 - Noted as the best practice quality control protocol
 - Continuous training program for staff
- HCHA Finalized construction cost estimate and Phase I budget for Patriots by the Lake.
- HCHA was awarded \$2 million in HOME funds by CSD for Sierra Meadows.
- HCHA was granted Approval of the City of Houston for the General Plan and Preliminary Plat for Patriots by the Lake.

July 2009

- HCHA was awarded \$1.18 million in Tax Credits by TDHCA for Sierra Meadows.
- HCHA completed its permanent loan conversion from construction financing July 21, 2009 for Magnolia Estates.
- HCHA was granted approval from the City of Houston for Final Plat approval for Patriots by the Lake.

August 2009

- HCHA Converted to Permanent Loan on Primrose at Heritage Park.
- HCHA finalized design for Cypresswood Estates.
- HCHA Negotiated and Executed MUD 499 Developer Fee Sharing Agreement for Patriots by the Lake Agreement.
- HCHA commenced design of offsite utilities for Patriots by the Lake.
- 3 Homeownership Workshops given to a total 160 HCV participant families earning more than \$20, 000 per year.

September 2009

- HCHA completed Due Diligence and Financing Package for Patriots by the Lake.
- HCHA finalized Permanent Loan Funding of Cypresswood Estates
- The HCHA closed its 2008 fiscal year as a SEMAP High Performer, the U.S. Department of Housing and Urban Development's highest rating. This is the seventh year in a row the HCHA has been awarded this honor. In addition, national housing experts have recently stated that the HCHA is one of the best housing authorities in America.
- All 6 of HCHA's Affordable Housing Developments maintained compliance requirements with HOME and Tax Credit programs.
- HCHA created 7 New Homeowners between February 7, 2009 to September 21, 2009.
- In 2009, the HCHA HCV Program has acquired an average of \$350 million in rental assistance payments for the citizens of Harris County for over the next 20 years.

Mr. Rankin provided an overview of the HUD REO Program. He stated that HUD had requested that HCHA participate in the program by purchasing foreclosed properties. HUD would sell the properties to HCHA for 50% of market value. HCHA would then be responsible for rehab of the properties and for placing the homes on the market and selling them below market. Commissioner Martinez inquired about those homes that are currently occupied and responsibility of HCHA regarding those tenants. Mr. Rankin replied that the current residents would have to move out or agree to purchase the home. Ms. Burns added that she had spoken with tenants of the first 13 homes being considered for sale to HCHA and that most of the tenants were interested in purchasing the home, but could not qualify for a mortgage loan.

FINANCIAL AGENDA

The Monthly Financials were presented by Mr. Guidry. Commissioner Herrera questioned if HCHA was capitalizing the pre-development costs for Patriots by the Lake. Mr. Guidry indicated that the pre-development costs were being tracked but were not yet broken out and capitalized on the financial statement. He stated that the financials would be revised to reflect the separation of capitalized costs for Patriots by the Lake.

Commissioner Herrera provided additional comments to the financials regarding the projection of revenues and expenses. Mr. Guidry stated that some of the assessments, revenues and expenses were unknown at the time the budget was prepared.

PUBLIC COMMENT

Chairman Wallace gave an opportunity for public comments. None were given.

EXECUTIVE SESSION - AN EXECUTIVE SESSION WAS HELD TO DISCUSS
AND COMPLETE THE ANNUAL EVALUATION OF THE CEO.

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. The Board of Commissioners went into Executive Session at 12:20pm and ended 1:00pm.

COMMENTS BY COMMISSIONERS:

None

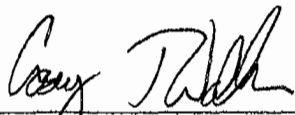
COMMENTS OR ANNOUNCEMENTS BY:

None

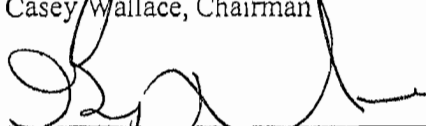
ADJOURNMENT

Commissioner Wallace invited a motion to adjourn at 1:16pm. Commissioner Kruckemeyer seconded. All in favor, motioned was carried.

Adopted and approved this 18th day of November, 2009.



Casey Wallace, Chairman



Guy Rankin, Secretary

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

Houston, Texas

November 18th, 2009

THE STATE OF TEXAS)

)
COUNTY OF HARRIS)

The Board of Commissioners of the Harris County Housing Authority met in regular session, open to the public, on the 18th, day of November, 2009, at the offices of the Authority, 8933 Interchange Drive, inside the boundaries of Harris County in the City of Houston, Texas. Chairman Wallace called the meeting to order at 11:45 o'clock a.m. and the roll was taken of the duly constituted officers and members of the Board:

Casey T. Wallace	Chairman	Present
Walter Jones	Commissioner	Present
Gilbert Herrera	Commissioner	Absent (arrived at 11:51am)
Peggy Kruckemeyer	Commissioner	Present
Graciela Martinez	Commissioner	Present

Attending all or portions of the meeting were Michael Fleming of the law offices of Michael P. Fleming and Associates, the Authority's General Counsel. Additional attendees included the following:

Guy Rankin, David Gunter, Graylin Guidry, Melissa Quijano, Marvalette Hunter, Diana Sanchez, Bettina DeGuerra, Victor Langford, Paula Burns, Anna Hinojosa, Beverly Burroughs, and Earl Campbell, of the Harris County Housing Authority; Wanda LeBlanc of Harris County Judge Office, Katt Obrien of StoneFilms, Stig Daniels of StoneFilms, Greg Goodwin of Hoar Program Management, Ahmad Walton of Hoar Program Management, Patricia McBean of PGAL, Nancy Sims of Pierpont Communications, Douglas Ray of County Attorney Office, Gail McDonald of Winstead Inc., Olga Rodriguez of Harris County PCT 2.

**PRESENTATION AND APPROVAL OF MINUTES FROM OCTOBER 21st, 2009
BOARD MEETING**

The Minutes of September 16, 2009, board meeting was presented for approval.

Commissioner Jones motioned to accept the minutes for September 16, 2009 with amendments. Commissioner Kruckemeyer seconded. All approved. Motion carried.

CHAIRMAN'S REVIEW/COMMENTS

Chairman Wallace called the meeting to order at 11:45am noting that at this time only 4 Board Members were present.

Chairman Wallace indicated that the Board had previously approved development of a new website to expand HCHA's open government commitment. Chairman Wallace indicated that a film crew working with Pierpont Communications was present to record the meeting for the new website.

Chairman Wallace reviewed with the Board an overview of RFP 2009-11-01 for the development of a Policy and Procedures Manual. The RFP will be posted from November 20th, 2009 to January 7th, 2010.

Chairman Wallace provided an overview of RFP 2009-11-02 for development of the Wage, Salary and Compensation Study. The RFP will be posted from November 20th, 2009, to January 7th, 2010.

EXECUTIVE SUMMARY & EXECUTIVE DIRECTOR'S REPORT

Chairman Wallace requested Mrs. Quijano to address the Board with an overview of the Harris County Housing Authority's DHAP Programs.

Mrs. Quijano presented an overview of the Harris County Housing Authority's DHAP Programs:

- DHAP IKE Texas - assisting over 300 families over 29 states.
- DHAP HC - assisting a total of 1,914 families.

Chairman Wallace inquired as to the closeout date of DHAP IKE. Mrs. Quijano responded that the closeout date is March 2010. However, HUD may extend the program as Katrina/Rita was extended.

Chairman Wallace requested Mr. Rankin to provide information regarding the President's Long-Term Disaster Working Group.

Mr. Rankin stated, approximately 2 weeks ago the President's Long-Term Disaster Working Group convened a meeting in New Orleans. The group included representatives from FEMA, HUD and the White House, as well as providers of Long-Term Disaster Assistance from around the country. Mr. Rankin indicated he and Mr. Gunter worked with 75 individuals attending the meeting to discuss disaster recovery issues and solutions. HCHA presented three critical items covered during the meeting.

- A comprehensive Damage Assessment Model which could be used nationally.
- Establishing a long-term consistent Communications Model.
- Recommendations specifically regarding the DHAP Programs.

ADMINISTRATIVE AGENDA:

HUD REO PROGRAM

Chairman Wallace asked Mrs. Burns to discuss the HUD REO Program.

Mrs. Burns provided an overview of HCHA's proposed HUD REO Program business plan. The plan calls for HCHA to request Neighborhood Stabilization Grant funds from Harris County Community Services to purchase up to 20 homes for the primary purpose of selling these properties to persons earning less than 120% of the median income.

Mrs. Burns presented staff's recommendation for approval to negotiate an agreement with the U.S. Department of Housing and Urban Development for the purchase of up to 20 homes in Harris County.

Mrs. Burns also presented staff's recommendation for approval to negotiate an agreement for the application to Harris County Community Services Department for up to \$950,000 to acquire the properties.

Commissioner Herrera entered Board Meeting at 11:51am.

Commissioner Jones motioned to approve the agreement for the application to purchase up to 20 homes located in Harris County as outlined in Mrs. Burns's presentation. Commissioner Martinez seconded the motion. All board members were in favor and the motion was carried.

AFFORDABLE HOUSING DEVELOPMENTS:

Chairman Wallace requested Mrs. Hunter to present an overview of the 2010 Affordable Housing Tax Credit application.

Hannover Estates – Intergenerational Development:

Mrs. Hunter presented staff's recommendation for approval to negotiate an Affordable Housing Tax Credit application with Burchfield Development for a period of two years.

Commissioner Jones motioned to approve negotiation of an Affordable Housing Tax Credit application with Burchfield Development for a period of two years. Commissioner Kruckemeyer seconded. All board members were in favor and the motioned carried.

Patriots by the Lake – Veterans Master Planned Development:

Mrs. Hunter presented an overview of Patriots by the Lake requesting the board members to approve an agreement to complete negotiations with adjacent landowners for drainage, fill dirt and bulk heading required for permit application to the Army Corps of Engineers.

Commissioner Jones motioned to approve negotiations with adjacent landowners for drainage, fill dirt and bulk heading required for permit application to the Army Corp of Engineers. Commissioner Kruckemeyer seconded the motion. All board members were in favor and the motioned carried. Mrs. Hunter presented the staff's recommendation to approve negotiation of a financing proposal for Patriots by the Lake and submit a loan application for consideration.

Commissioner Herrera inquired regarding the loan fee and if the application constituted a guaranty. Mrs. Hunter explained that the application for the loan did not constitute a guaranty and that the terms of the loan would be presented for the board approval after the lender has completed underwriting. All terms and conditions of the loan would be detailed at that time and subject to board approval.

Commissioner Jones motioned to approve negotiation of financing proposal for Patriots by the Lake and to submit a loan application for consideration. Commissioner Martinez seconded the motion. All board members were in favor and the motioned carried.

FINANCIAL AGENDA

Mr. Guidry presented the HCHA October 2009 Monthly Financials.

PUBLIC COMMENT

Chairman Wallace requested public comment from the audience.

None were given.

EXECUTIVE SESSION – AN EXECUTIVE SESSION WAS HELD TO DISCUSS AND COMPLETE THE ANNUAL EVALUATION OF THE CEO.

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. The Board of Commissioners went into Executive Session at 12:14pm and ended 12:30pm.

RECONVENE IN PUBLIC SESSION AND POSSIBLE ACTION RELATING TO MATTERS ADDRESSED IN EXECUTIVE SESSION.

Commissioner Jones motioned to authorize the discussion and action pertaining to the employment agreement with the CEO including approval of compensation and annual performance incentive. Commissioner Kruckemeyer seconded the motion. Commissioner Herrera opposed. Motion carried.

COMMENTS BY COMMISSIONERS:


There were none.

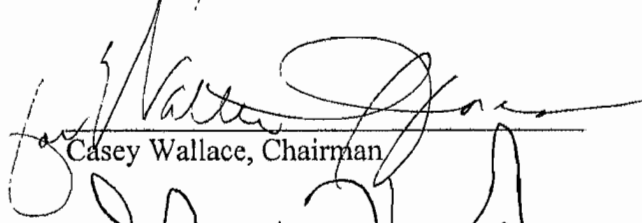
COMMENTS OR ANNOUNCEMENTS BY:

None

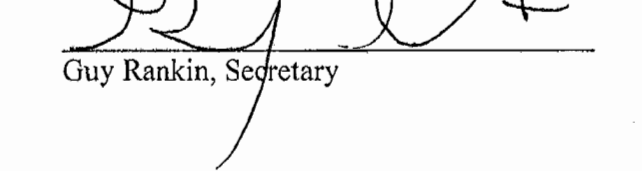
ADJOURNMENT

Chairman Wallace invited a motion to adjourn at 12:38pm. Commissioner Jones motioned. Commissioner Kruckemeyer seconded. All in favor, motioned was carried.

Adopted and approved this 20th day of January, ²⁰¹⁰~~2009~~ 



Casey Wallace, Chairman



Guy Rankin, Secretary