

# NOTICE OF A PUBLIC MEETING

## Harris County Housing Authority

(A Texas Public Housing Authority under chapter 392 of the local government code)

December 15, 2023

Notice is hereby given that the Board of Commissioners of the Harris County Housing Authority (HCHA) will hold a public meeting at **1:00 pm** on **December 20, 2023** at the HCHA's office located at 1933 Hussion Street, Building 3, in Houston, Texas 77003. At the public meeting, the Board of Commissioners may take action on the matters identified on the Agenda attached hereto and incorporated herein.

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

Posted by:

  
Vivian Clark  
Executive Assistant  
Harris County Housing Authority





Gerald Womack  
Chairman

Joe Villarreal  
Vice Chairman

Dr. Adriana Tamez  
Commissioner

Asheley Gilbert  
Commissioner

Paul Shanklin  
Commissioner

## REGULAR MEETING OF THE BOARD OF COMMISSIONERS

1:00 P.M.

Wednesday, December 20, 2023  
HCHA Board Room  
Harris County Housing Authority  
1933 Hussion Street  
Houston, TX 77003

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### AGENDA

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

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

#### III. Public Comments

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

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

**Action Item 1:** Discuss and possibly act on request to accept and approve the minutes of the November 15, 2023, Board meeting.

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

a) HCHA activities November 16, 2023 – December 20, 2023 (presented by Melissa Quijano).

#### VI. Financial Presentation

a) Monthly Financials (presented by Paul Curry).

#### VII. Department Presentation

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

## VIII. Executive Session

*Under Chapter 551 of the Government Code, the Board may go into executive session to: (1) consult with its attorneys to seek or receive legal advice about pending or contemplated litigation or matters its attorney must keep confidential under the Texas Disciplinary Rules of Professional Conduct; (2) discuss the value or transfer of real property; (3) consider specific personnel matters; (4) discuss certain economic development matters; or (5) discuss other matters authorized by law. The Board may also announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by Chapter 551 of the Government Code.*

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

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

*Consult with its attorney regarding the status of and possible resolution of pending litigation, in particular Cause No. 202354364 pending in the 334<sup>th</sup> Judicial District Court of Harris County, Texas (§551.071); and*

*Consult with its attorney regarding the current application status and plan of action following the cancellation of its bond reservation to provide funding for the Bernicia Place development by the Texas Bond Review Board; and*

*Consult with its attorney regarding the status of addressing tenant complaints on various property or issues with the Management entity at the Sierra Meadows Project.*

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

## X. Discussion and Action Items

**Action Item 2:** Resolution honoring Vanessa Munoz as the Harris County Housing Authority Employee of the Quarter (January-March 2024)

**Action Item 3:** Resolution authorizing Harris County Housing Authority (HCHA) to provide the Department of Housing and Urban Development (HUD) the annual Real Estate Assessment Center (REAC) submission as prepared by HCHA's independent auditors

**Action Item 4:** Resolution by the Harris County Housing Authority (the "Authority") approving and ratifying (i) an amendment to the Purchase and Sale Agreement for acquisition of the real property for Bernicia Place (the "Project"), and such other actions necessary or convenient to carry out this resolution

**Action Item 5:** Resolution authorizing Harris County Housing Authority's Executive Director to enter into negotiations with the top four Offerors to RFP 23-04 for the provision of Legal Consulting and Construction Development Services, and after completion of thorough due diligence evaluation and conflict check make a final selection and recommendation to the Board of Commissioners for final approval of the contract

**Action Item 6:** Resolution authorizing Harris County Housing Authority's Executive Director to negotiate and enter into agreement for the provision of Janitorial Services for the main office building

**Action Item 7:** Resolution authorizing Harris County Housing Authority's Executive Director to negotiate and enter into an agreement for the provision of copy machine(s), copy supplies, maintenance, and support through an interlocal agreement and piggy-bank provisions with Harris County, Houston, Texas

## **XI.   Adjournment**

# NOTICE OF A PUBLIC MEETING

## Harris County Housing Authority

(A Texas Public Housing Authority under chapter 392 of the local government code)

December 15, 2023

Notice is hereby given that **HCHA Redevelopment Authority, Inc.**, an instrumentality of Harris County Housing Authority, will hold a public meeting immediately **after the 1:00 pm** public meeting of the Board of Commissioners of Harris County Housing Authority, which meeting will be held **December 20, 2023**, at the offices of Harris County Housing Authority located at 1933 Hussion Street, Building 3, in Houston, Texas 77003. At the public meeting, the Board of Directors of HCHA Redevelopment Authority, Inc., will consider and may take action on the matters identified on the **Agenda** attached hereto and incorporated herein.

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

Posted by:



Vivian Clark  
Executive Assistant  
Harris County Housing Authority





Gerald Womack  
*President*

Joe Villarreal  
*Vice President*

Dr. Adriana Tamez  
*Director*

Asheley Gilbert  
*Director*

Paul Shanklin  
*Director*

Melissa Quijano  
*Secretary*

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

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

**Wednesday, December 20, 2023**

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

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**AGENDA**

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

**II. Public Comments**

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

**III. Discussion and Action Items**

**Action Item 1:** Review, discuss, and approve the minutes of the November 15, 2023 Board meeting

**Action Item 2:** Resolution of HCHA Redevelopment Authority, Inc., as sole member of Fenix Estates I GP, LLC, authorizing the negotiation and execution of new lease between Fenix Estates I, LP, and Search Homeless Services

**IV. Adjournment**