

**MINUTES OF THE
BUSINESS REVIEW MEETING
OF THE BOARD OF COMMISSIONERS
OF DHA, HOUSING SOLUTIONS FOR NORTH TEXAS**

The Business Review Meeting of the Board of Commissioners of DHA, Housing Solutions for North Texas (“DHA”) took place on Monday, February 10, 2020, 3939 North Hampton Road, Dallas, Texas 75212. Jorge Baldor, Chairman of the Board, called the meeting to order at approximately 4:01 p.m.

Commissioner(s) Present:

Jorge Baldor, Chairman
Reginald Gray
Betty J. Culbreath

Absent:

James Garner, Vice-Chair
Deborah Culberson

DHA Staff Present:

Troy Broussard, President/CEO
David Zappasodi, Chief Operating Officer
Chetana Chaphekar, CFO
Timothy Lott, Vice President Capital Development
Debbie Quitugua, Director, Capital Technical Programs
Jenilee Webb, Compliance Director
Shannon Bramlet, Director Housing Operations
Dr. Maggie Deichert, Director of Policy
Development/Research
Dr. Myriam Igoufe, Vice President of Policy
Development/Research
Letetia Patin, Attorney
Valeria Gray, Paralegal
Marlina Nunez, Controller
Hector Ordonez, Asst. Chief Financial Officer
Greg Mays, General Counsel

Guest Present:

Stephanie Champion, Legal Aid of NorthWest Texas
Marco Villegas, Encina Community Building
Whitney McAnallen; Connective Agency
Manuel F. Valencia, Connective Agency
Jacqueline Chen, Connective Agency

Mr. Broussard introduced new DHA staff member Hector Ordonez.

Presentation made to the Board by DHA's Public Relations Firm, Connective Agency, recapping DHA's rebranding efforts in 2017, and overview of DHA's 2020 plans.

Board Agenda Review and Agency/Departmental Updates

Mr. Broussard updated the Board on relevant National and Local matters:

- President's proposed National Budget, and continuing budgetary resolutions
- Voucher pilot "First Responders, Teachers Homeownership Program" issuing vouchers to new cadets based on the City's requirement pending the approval of income waiver by HUD.
- HUD has approved DHA's HQS Inspection Protocol which will allow DHA, in collaboration with the City of Dallas, to abate payments on units that have received ordinance or code violations.
- Short-fall avoidance protocols.
- Commissioner Culbreath expressed her concerns regarding the obligation to provide housing for Dallas's homeless population.
- DHA has applied to be a part of the beta testing and mobility services with Harvard and Stanford Universities; and Creating Move to Opportunity (CMTO).
- REAC Inspections have been scheduled.
- Utilization of Inspection Mate for Housing Authorities to log into the software; anticipation of working six PHAs initially, 17 additional HAs, potentially.
- Housing Choice Voucher Waiting list will be reopened on January 21, 2020 at 9:00am. The waitlist will remain open indefinitely, and will provide for year round applications. Connective Agency has created a video for applicants to view that will explain the application process.
- DHA is currently in conversation with SMU, Toyota, and Parkland to identify student, and workforce housing opportunities
- Dr. Deichert made a presentation to the Board concerning the Agency's "Children First," initiative. First outreach survey will be sent to 532 families on February 27, 2020.
- Ms. Chaphekar presented the Board with the 2019-year end summary report regarding DHA transactions, closing, and impact to the Agency's financial position.



Board Agenda Updates:

Mr. Broussard provided the Board with an overview of the Regular Board Meeting Agenda, which included:

- Amendment to DHA's 2020 PHA Plan
- Acquisition of Inwood Station Apartments by NHTP Inwood, Inc.,

Executive Session

As authorized by §551.071 of the Texas Government Code, which allows closed meetings for the purpose of seeking the advice of attorneys about pending or contemplated litigation or about a settlement offer; or to consult with attorneys on a matter in which the duty of our attorney under the Texas Disciplinary Rules or Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meeting Act, and §551.075 of the Texas Government Code, which allows closed meetings for the purpose of conferring with one or more employees of the governmental body if the only purpose of the conference is to receive information from the employees or to question the employees, provided the members of the governmental body do not deliberate public business or agency policy that affects public business. The Board went into Executive Session at 5:50 p.m.

The Board reconvened at 6:06 p.m. There being no further business the Board adjourned at 6:07 p.m.



DHA Board of Commissioners Meeting Minutes

February 10, 2020

Attendees: Commissioner Culbreath, Commissioner Gray, and Chair Baldor.

Absent: Resident Commissioner Culberson and Vice Chair Garner

A quorum being declared the meeting began at 6:19 pm.

Board Chair Baldor, thanked those in the audience for attending the meeting and explained that the first order of business is to conduct a Public Hearing. Commissioner Baldor declared the Public Hearing is open. Troy Broussard, DHA President and CEO thanked Chair Baldor for his opening remarks and stated that today is the start of a conversation about the redevelopment of 8 DHA assets (developments). Little Mexico is not going to be sold tomorrow and the tenants displaced. President Broussard introduced Ms. Debbie Quitugua to provide background on the purpose of today's public hearing, the Public Housing Authority Plan and the planning process.

Ms. Quitugua stated that the Public Hearing is with regard to the proposed amendment to the 2020 PHA Plan. This Amendment to the PHA Plan makes some minor changes to DHA's 2020 PHA Plan regarding redevelopment of 8 properties and announces DHA's intent to establish a homeownership program for first responders and teachers. Ms. Quitugua stated that DHA conducted meetings with its Resident Advisory Board which is an advisory body comprised of participants in DHA's Housing Choice Voucher program and residents of DHA owned rental housing. The Resident Advisory Board had no objections to the proposed Amendment to the PHA Plan. Additionally, DHA posted the Amendment to the PHA Plan for public comment on December 22, 2019, for 45-days. No written comments were received during the 45-day public comment period. Finally, DHA is here today to conduct the public hearing on the proposed Amendment to the PHA Plan. Ms. Quitugua also informed the audience that the city of Dallas certified that the proposed Amendment to the PHA Plan is consistent with the City's Consolidated Plan.

Ms. Quitugua further stated that following the Public Hearing the DHA Board of Commissioners will consider a resolution authorizing DHA to submit the Amendment to the PHA Plan to HUD for their review.

Ms. Quitugua stated that DHA has eight public housing properties it plans to redevelop in the next five years. These properties include the Brooks Manor site, Cedar Springs Addition site, Cedar Springs Place, the Rhoads Terrace site, Little Mexico Village, Brackins Village, Park Manor and Cliff Manor. The re-development of these sites has been included in prior DHA Annual and Five Year Plans. The purpose of this Amendment is to provide additional clarification and transparency. This Amendment includes redevelopment strategies that may include disposition via a long-term ground lease for

redevelopment as mixed-finance housing; or disposition via public bid; and plans for designated housing such as housing for seniors only.

Ms. Quitugua clarified that DHA will conduct numerous meetings with residents prior to implementing any redevelopment plan. DHA will meet with the residents of each site to create the development plan specific for each site and DHA will continue to involve residents, including the residents at each site proposed for redevelopment, the Resident Advisory Board and residents in the surrounding community, in the redevelopment process.

Ms. Quitugua acknowledged the work performed by the DHA Resident Advisory Board members in the development of the Amendment to the PHA Plan and recognized two members in attendance at the public hearing and asked them to stand and be recognized for their hard work.

Mr. Broussard announced that persons in attendance who would like to speak must first fill out a speaker card. Persons addressing the Board have 3 minutes for their remarks. The first speaker introduced by Mr. Broussard was Reverend Kenneth Cook. Reverend Cook asked if he could present his remarks last.

Next speaker announced was Mr. Thomas J. Taylor, 2615 Lucas Drive #C8 75219. Mr. Taylor asked if Cedar Springs was going to be torn down or remodeled. Mr. Taylor stated that everybody received a flyer hand out that had all the seniors worried and upset. He expressed concern that the seniors have medical problems and don't need to be upset. Mr. Taylor complimented the after school program at Cedar Springs called I have a Dream which has successfully operated at the property for over 20 years, and they do a very good job with the children.

Chair Baldor thanked Mr. Taylor for his comments and invited President Broussard to comment. Mr. Broussard stated that Cedar Springs is listed on the National Registry of Historical Significance and as such DHA is unable to demolish the white stucco side of the Cedar Springs property because of its listing.

Chair Baldor further expressed that DHA has made no final plans about its strategy of redevelopment for any of the 8 properties except for Brooks Manor site.

Mr. Broussard introduced the next speaker, Daniel Rosales, resident at 3042 Sharon Street, Dallas. Mr. Rosales stated that he is disappointed with the City of Dallas. He asked what does this redevelopment consist of? Are these upgrades for current public housing? Why are there no affordable housing being developed in North Dallas? Why must affordable housing be developed in South and West Dallas? He expressed concerns about gentrification which results in price hikes. Why does the City of Dallas continue to ignore the black and brown communities that made this area thrive when the City abandoned them and placed years of policies that segregated these communities?

Mr. Broussard announced the next speaker - Elizabeth Johnson. Ms. Elizabeth Johnson stated that she resides at 7050 Arapaho Road, Apartment 1051, Dallas 75248. Ms. Johnson stated, I'd like to know what you want to do to improve your transparencies so maybe we get more people at these meetings. Ms. Johnson stated, I don't think I am alone in my opposition to what I understand to be happening or my skepticism towards DHA especially given some of the antics that took place in 2017 and 2018. Ms. Johnson asked what steps is DHA going to take to improve its transparency?

Chair Baldor thanked Ms. Johnson for her comments and suggested that Ms. Johnson consider what has occurred since this current Board has been inducted into office and also suggested that Ms. Johnson look at the process and outcomes of properties that have already gone through the planning and implementation process. Chair Baldor reiterated that the Board has not made any final determination with regard to the selected redevelopment strategy for either Little Mexico or Cedar Springs to date. When the planning process begins DHA will go to the residents for a discussion. The PHA Plan Amendment which is the subject of this public hearing identifies various possible strategies that may be considered.

President Broussard introduced the next speaker - Victor Chinn. Mr. Victor Chinn stated that he is a live-in-attendant for DHA resident, Mr. Roger Scott, 3021 Harry Hines Boulevard, Dallas, TX 75201. Mr. Chinn stated that he and Mr. Scott have been residents at this location for 6 years and this is the first time he has ever heard about a monthly Board of Commissioners meeting. Mr. Chinn advised that it took 55 days for maintenance to replace a broken window and three weeks for recertification staff to respond to his inquiry. He wants to know why his rent increased by \$4 dollars.

President Broussard introduced the next speaker - Cynthia Williams. Ms. Cynthia Williams stated that she resides at 13404 Vida Lane, Dallas, 75253. Ms. Williams stated that when she first moved into her house almost 30 years ago she was paying \$50 per month in rent. Presently DHA is paying my full rent and sending me a check for utility expenses but it's not enough to cover the utility bill. I feel like I am being taken advantage of. The utility allowance check fluctuates from year to year, mostly downward. The check is currently \$72 per month while my electric bill is between \$200 and \$300 per month. I don't know what to do and I am afraid I will lose my house. I need answers.

Chair Baldor thanked Ms. Williams for her comments. President Broussard confirmed that residents in DHA owned rental units, other than residents in Seniors only developments, are responsible to pay their own utilities. President Broussard asked Ms. Williams to meet with him and staff after the meeting to discuss the specifics of her circumstances.

President Broussard introduced the next speaker - Demetria McCain. Ms. Demetria McCain stated that she is with Inclusive Communities Project at 3301 Elm Street. Ms. McCain stated that she is here to remind DHA that it should affirmatively further fair

housing and we hope that a look at the demographics of the neighborhood that are under consideration, a perfect example is Little Mexico, it's of great concern. It's a very low poverty rate. It's predominantly white. And you can imagine why there is so much fear, you know, the history of distrust of the Dallas Housing Authority. I think in an age where the Dallas Housing Authority is kicking up its technology, publicly posting and live streaming your meetings as this process goes forward should be a number one concern. Because if this whole process is about everybody knowing what's going on - and most people didn't know about today's agenda. We posted it on our social media. Clearly, I guess, these folks are from the Texas Tenants Union, who posted it as well. If the purpose of today is for public -- to kick off the public input, then certainly we've got to be broader in our scope so that we can truly get public input. And beyond the process, we certainly hope that the end result is to make sure that the agency is affirmatively furthering fair housing.

Commissioner Culbreath inquired if Ms. McCain has any suggestions.

Ms. McCain recommended that DHA consider making the posting of meetings on its web site easier to locate, posting paper copies of meeting notices prominently at HQ and site offices, and live streaming video.

Commissioner Culbreath and Chair Baldor thanked Ms. McCain for her suggestions.

President Broussard introduced the next speaker - Dorothy Washington. Ms. Dorothy Washington stated that she resides at 2626 Hawthorne Ave, Apartment #69, Dallas, TX 75219. Ms. Washington stated that she is a member of the Resident Advisory Board. Ms. Washington stated that the reason she is present at the public hearing is that she received a flyer on her door on Saturday stating that DHA is getting ready to sell Little Mexico and Cedar Springs. [Ms. Washington produced the flyer created and distributed by the Texas Tenants Union.] Ms. Washington indicated that she felt better after hearing DHA clarify that a sale of the property is not imminent. Ms. Washington agreed that the misinformation in the posted flyer created a lot of tension.

President Broussard introduced the next speaker - Yasmin Thomas. Ms. Thomas stated that she is a representative of the Texas Tenant's Union. Ms. Thomas stated that she and her crew came to Little Mexico and Cedar Springs and distributed the flyers door to door. Ms. Thomas stated, You want to listen to the tenants to get their input and not tell them what is going to happen. Listen to what the residents are saying about needing affordable, safe, decent housing.

Chair Baldor stated that we totally agree.

President Broussard introduced the next speaker - Ivory Peace. Ms. Ivory Peace stated that she resides at Little Mexico Village, 2908 Monterrey Plaza 75201. Ms. Peace advised that she was not aware of the monthly meetings of the Board of Commissioners and attended the meeting because of the flyer posted on her door.

President Broussard introduced the next speaker - Marco Villegas. Mr. Marco Villegas stated that he resides at 205 West Eighth Street 75208. Mr. Villegas stated that it is his understanding that the PHA Plan Amendment presents an opportunity for DHA to sell these properties. Mr. Villegas also indicated his distrust of public - private partnerships due to examples such partnerships in New York where there was a separate entrance for people in poverty who were the occupants of the affordable rental units in the development. Mr. Villegas stated that according to the city of Dallas there exists a

huge shortage of affordable rental units for people in poverty. The City Council passed a Housing Plan. Where are the new rental housing units for people in poverty? Mr. Villegas expressed his concern for the residents who face the insecurity that their apartment may be sold and concern that low income persons will be pushed out through a public - private partnership. Mr. Villegas also stated that deed restricted use of property as affordable housing is ineffective because deed restrictions can be wiped off the table in one meeting. Mr. Villegas stated that it is a big life event to move - to relocate.

Chair Baldor thanked Mr. Villegas for his comments and stated that when DHA decides to initiate action to redevelop a property, DHA will conduct meetings on site and in the community to initiate a dialogue with the residents to develop a redevelopment strategy. Architects and Designers would be brought in to the meetings to gain input from the residents.

Commissioner Culbreath stated that she has never heard so many people who distrust the process. Ms. Culbreath stated that DHA is not a for-profit business. Any of its revenue and proceeds are used to benefit residents and provide housing.

President Broussard introduced the next speaker - Ben Strube. Mr. Ben Strube stated that he does not reside in DHA owned housing or Section 8 Housing. Mr. Strube asked for an explanation of "request for disposition approval to sell at fair Market value". Chair Baldor asked President Broussard to respond. President Broussard explained that the statement means that if DHA should decide to sell an asset we would not accept anything lower than fair market value of the asset, thus establishing a floor for which disposition of any of the DHA assets.

Mr. Strube asked if the PHA Plan Amendment could be changed from sale to rehabilitation only.

Mr. Broussard replied that DHA is considering the redevelopment of its aging public housing inventory. HUD prohibits public housing agencies from taking out debt on any public housing asset. As a result, and in the absence of readily available federal resources for renovation, DHA lacks available funding to rehabilitate or engage in self redevelopment. DHA has not made a decision on actions it will take at this time and has included various strategies for redevelopment in its PHA Plan Amendment including the possible sale of an asset. This is put forth prior to initiating a redevelopment plan or a property to redevelop, which demonstrates DHA's transparency in its thinking. DHA must consider the highest and best use of its assets as it considers redevelopment of its aging rental housing inventory and is focused on maximizing the value and productivity of its assets to produce the highest yield in terms of the number of units it can produce to meet the current demand in our city.

President Broussard introduced the next speaker - Ms. Murphy. Theresa Murphy stated that she resides at 2925 Harry Hines Boulevard, # 79, Dallas, TX 75201. Ms. Murphy stated that she has been a DHA resident for 5 years and was unaware of a monthly Board

of Commissioner's meeting. Ms. Murphy stated that when she calls 211 for assistance with food or clothing, there is never anything available. Ms. Murphy stated that she is scared to get a good paying job because when she has income, her rent goes up.

Chair Baldor thanked Ms. Murphy for her comments.

President Broussard introduced the next speaker - Sally McMullin. Ms. Sally McMullin stated that she is a representative of the I have a Dream Foundation and have worked at Cedar Springs since 1994. Ms. McMullin stated she has concerns for the children and their families. Ms. McMullin asked if a translator can be provided at future meetings. Ms. McMullin restated a recommendation from another speaker to do better about getting information about meetings to the residents.

Chair Baldor and President Broussard thanked Ms. McMullin for her comments. Mr. Broussard stated that DHA has recently begun using surveys to get information from residents on a variety of topics to expand our opportunity to hear from our residents with the end goal of providing more robust services to our residents.

President Broussard stated that he is committed to working with our residents, our partner service providers, developers and the city to find ways to develop new affordable housing within our city. It is going to take everyone working together to tackle this challenge. I hope you give me an opportunity to earn that trust from you.

President Broussard introduced the final speaker - Minister Kenneth Cook. Mr. Cook stated that this is the first time he had a chance to meet DHA and the residents and he is really impressed. Mr. Cook stated that his grandparents and parents and now he resides in public housing. He stated that he is a former president of the Rose Terrace Resident Council and the chaplain of Cedar Springs resident council for 4 years. Mr. Cook inquired about DHA intentions for the vacant land adjacent to Cedar Springs apartments. Mr. Cook stated that if he owned this parcel of property he would probably sell it because of its high value. Mr. Cook stated, I know that you are sensible and smart enough to take care of us. And some things are going to get better. Mr. Cook stated that he is thankful for how far he has gotten as a result of DHA and that he is now able to help a lot of residents that need his help and guidance.

Chair Baldor thanked Minister Cook for his comments.

With no other speaker cards or speakers that have not been heard, Chair Baldor declared the Public Hearing now closed.

Chair Baldor opened the next public hearing regarding the acquisition of Inwood Station Apartment by NHTP Inwood, Inc. a public facilities corporation created by DHA Housing Solutions for North Texas with the subsequent ground lease of the real property to Fairfield Inwood LLC.

Ms. Debbie Quitugua provided a thorough overview of the Inwood project including a description that 50 percent of the 347 units at Inwood Station would be restricted to families earning less than 80 percent of area median income. This public hearing is an

opportunity for the public to provide comments for the Board's consideration in advance of the Board voting on the proposed acquisition.

With no speaker cards or persons interested in making comments, Chair Baldor declared the public hearing closed.

The Commissioners returned to the Board of Commissioners Board Meeting agenda. Chair Baldor requested the Board to take action on the meeting minutes from the Board of Commissioners meeting conducted on January 13, 2020. Commissioner Culbreath moved to accept the meeting minutes. Commissioner Gray seconded the motion. The motion to accept the January 13, 2020 meeting minutes passed unanimously.

Chair Baldor asked the Board of Commissioners to take action on the Resolution # 5029 a resolution to adopt Amendment 1, an amendment to the PHA Plan. Commissioner Gray presented a motion to disapprove the resolution. The motion was seconded by Chair Baldor. Commissioner Gray and Chair Baldor voted in favor to disapprove Resolution #5029. Commissioner Culbreath voted against disapproving Resolution #5029. The Board of Commissioners voted 2 to 1 to reject the Resolution which would have advanced the PHA Plan to HUD for approval of the plan contents.

Chair Baldor called for action on Resolution #5030, a resolution to approve the acquisition of the Inwood Station Apartments by NTHP Inwood, Inc., and subsequent ground lease to Fairfiled Inwood LLC. Commissioner Culbreath moved to approve Resolution #5030. Commissioner Gray seconded the motion. Chair Baldor called for a voice vote. Resolution #5030 passed unanimously.

At the Chair's request, President Broussard introduced Resolution #5031, a Resolution to adopt amendments to the DHA Housing Choice Voucher Administrative Plan. Ms. Jeni Webb presented an explanation of the proposed amendments to the Administrative Plan which include the establishment of local preferences for the selection of applicants from the Housing Voucher program waiting list. Chair Baldor called for a motion regarding Resolution #5031. Commissioner Gray presented a motion to approve Resolution #5031. Commissioner Culbreath seconded the motion. Chair Baldor called for a vote. Resolution #5031 passed unanimously

President Broussard presented Resolution #5032, a resolution to adopt amendments to the DHA Admissions and Continued Occupancy Plan for its public housing program operations. Resolution 5032 set forth content similar to the previous resolution. Chair Baldor called for a motion regarding Resolution #5032. Commissioner Culbreath presented a motion to approve Resolution #5032. Commissioner Gray seconded the motion. Chair Baldor called for a vote. Resolution #5032 passed unanimously

President Broussard presented Resolution #5033, a resolution authorizing the submission of the 2019 Section 8 Management Assessment Program (SEMAP) to HUD. Chair Baldor called for a motion regarding Resolution #5033. Commissioner Culbreath presented a motion to approve Resolution #5033. Commissioner Gray seconded the motion. Chair Baldor called for a vote. Resolution #5033 passed unanimously

President Broussard stated that this is a very important resolution. For the past 3 years DHA has received HUD's highest designation - High Performer - for the management and operation of its Housing Choice Voucher program. President Broussard commended staff for their good work.

Having received one speaker card, President Broussard introduced M. Kesha Williams. Ms. Kesha Williams stated that she resides at Little Mexico Village, 1822 Chapultepec Place. Ms. Williams stated, if they are going to continue with redevelopment plans, what are they going to do with the residents on property?

President Broussard thanked Ms. Williams for her question and stated, any kind of redevelopment that the Housing Authority does, whether it be at Little Mexico or any of our public housing facilities, DHA provides alternative housing options where we are demolishing and redeveloping a property. One of those options would be issuing a Housing Choice Voucher for the families that are currently in the facility, and in most cases, we give the residents the ability to move back into the property after it is redeveloped, if that's their desire. So in all cases, in all development activity that we do, our first and most important interest is to safeguard our residents as it relates to their housing accommodations. And so if you are a resident that's going to experience redevelopment at any of our properties, you would receive alternative housing as long as you are compliant with your lease and don't violate any of the program regulations, you would be entitled to continued rental housing services. President Broussard also stated that DHA will not start any redevelopment plans until the residents of that property are part of that conversation. It will not be a situation where DHA will come to you to tell you about its plan, DHA will come to you far in advance of any plan being developed. DHA is not trying to displace any resident. DHA wants to provide its residents with all the services and amenities that any private market landlord would provide its residents. DHA's programs just happen to be for families that are low to moderate income.

Chair Baldor thanked everyone for their attendance and invited the attendees to the next meeting.

The meeting was adjourned at 8:05 pm

Resolution No. 5034

RESOLUTION AUTHORIZING THE WRITE-OFF OF
UNCOLLECTIBLE ACCOUNTS FROM VACATED TENANTS
FOR THE PERIOD ENDING MARCH 31, 2020

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development (HUD) require the Commissioners of the Public Housing Agency to approve the write-off of vacated tenants' accounts designated as uncollectible; and

WHEREAS, reasonable efforts have been made to collect the balance owed by the vacated tenants, and such balances must be repaid prior to such vacated tenants receiving any housing benefits from any public housing agency in the future;

NOW THEREFORE, BE IT RESOLVED THAT:

The Board of Commissioners of DHA, Housing Solutions for North Texas ("DHA") authorizes the President and Chief Executive Officer to authorize the write-off of the amount of **Two Hundred Fifty Eight Thousand Six Hundred Twenty Six dollars and 73 Cents (\$258,626.73)**, as shown on the attached documentation, considered to be uncollectible from the books of DHA for the period ending March 31, 2020.

That third parties shall be entitled to rely on the foregoing Resolutions as being in full force and effect until modified otherwise in writing by a duly authorized officer or Commissioner.

These Resolutions shall be in full force and effect from and upon their adoption.

PASSED this ____ day of _____, 2020.

ATTEST

Jorge Baldor, Chair

Troy Broussard, Secretary

PUBLIC HOUSING WRITE OFF REPORT

For Quarter Ending MARCH 31, 2020

Property	Unit	Charged To	Names	Move Out	DAMAGES	FEES	LEGAL	RENT	UTILITIES	Grand Total
201lr Total			LITTLE MEXICO		\$ 617.77	\$ 45.17	\$ 316.00	\$ 402.00	\$ 886.55	\$ 2,267.49
202lr Total			CEDAR SPRINGS		\$ 1,497.05	\$ 75.00	\$ 1,423.00	\$ 3,311.15	\$ -	\$ 6,306.20
203lr Total			BRACKINS VILLAGE		\$ 1,770.99	\$ 75.00	\$ 21.57	\$ 5,344.41	\$ 36.58	\$ 7,248.55
206lr Total			THE HAMPTONS		\$ 415.00	\$ 15.00	\$ -	\$ 549.41	\$ -	\$ 979.41
207lr Total			KINGBRIDGE CROSSING		\$ 920.00	\$ 30.00	\$ -	\$ 870.02	\$ -	\$ 1,820.02
208lr Total			LAKEWEST VILLAGE (50 HOMES)		\$ 263.00	\$ -	\$ -	\$ 22.60	\$ -	\$ 285.60
210lr Total			VILLA CREEK		\$ 5,107.53	\$ 330.00	\$ 712.00	\$ 10,183.26	\$ 388.11	\$ 16,720.90
211lr Total			PARK MANOR		\$ 3,694.00	\$ 148.00	\$ 1,559.48	\$ 1,721.53	\$ -	\$ 7,123.01
213lr Total			CLIFF MANOR		\$ 785.00	\$ 60.00	\$ -	\$ 893.17	\$ -	\$ 1,738.17
214lr Total			AUDELIA MANOR		\$ -	\$ -	\$ 591.00	\$ -	\$ -	\$ 591.00
215lr Total			BARBARA JORDAN		\$ 1,690.00	\$ 237.47	\$ 282.00	\$ 954.69	\$ -	\$ 3,164.16
216lr Total			LARIMORE LANE		\$ -	\$ 45.00	\$ 141.00	\$ 916.40	\$ 34.84	\$ 1,137.24
217lr Total			KELLY BLVD.		\$ -	\$ 15.00	\$ -	\$ 69.00	\$ -	\$ 84.00
218lr Total			FRANKFORD TOWNHOMES		\$ 574.13	\$ 15.00	\$ 771.00	\$ 467.36	\$ -	\$ 1,827.49
219lr Total			VILLAS OF HILLCREST		\$ 3,558.40	\$ 15.00	\$ -	\$ 3,216.69	\$ -	\$ 6,790.09
220lr Total			HIDDEN RIDGE		\$ 6,624.80	\$ 465.93	\$ 3,392.00	\$ 24,517.80	\$ -	\$ 35,000.53
222lr Total			SINGLE FAMILY HOMES		\$ 1,465.12	\$ 85.00	\$ 141.00	\$ 3,567.32	\$ -	\$ 5,258.44
271lr Total			LAKEVIEW TOWNHOMES		\$ 1,125.00	\$ 145.20	\$ 598.00	\$ 2,208.88	\$ -	\$ 4,077.08
272lr Total			MONARCH TOWNHOMES		\$ 280.00	\$ -	\$ -	\$ 21.97	\$ -	\$ 301.97
273lr Total			CARROLL TOWNHOMES		\$ 1,640.00	\$ 90.00	\$ 221.00	\$ 6,540.31	\$ -	\$ 8,491.31
274mk Total			ROSELAND TOWNHOMES (MKT)		\$ 4,969.60	\$ -	\$ 596.00	\$ 4,760.28	\$ -	\$ 10,325.88
275lr Total			ROSELAND ESTATES		\$ 760.00	\$ 15.00	\$ 264.99	\$ 1,140.56	\$ -	\$ 2,180.55
275mk Total			ROSELAND ESTATES (MKT)		\$ -	\$ -	\$ -	\$ 1,084.74	\$ -	\$ 1,084.74
276lr Total			FRAZIER FELLOWIP		\$ 1,285.00	\$ -	\$ 566.00	\$ 45.00	\$ -	\$ 1,896.00
276mk Total			FRAZIER FELLOWSHIP (MKT)		\$ -	\$ -	\$ 316.00	\$ 2,365.86	\$ -	\$ 2,681.86
277lr Total			WAHOO RAZIER		\$ 295.00	\$ -	\$ -	\$ -	\$ -	\$ 295.00
278lr Total			MILL CITY FRAZIER		\$ 2,345.25	\$ 84.00	\$ 1,801.32	\$ 3,667.42	\$ -	\$ 7,897.99
278tm Total			MILL CITY FRAZIER (TC)		\$ 124.68	\$ -	\$ -	\$ -	\$ -	\$ 124.68
285mf Total			ROSELAND FELLOWSHIP		\$ 1,002.00	\$ -	\$ 282.00	\$ 4,347.64	\$ -	\$ 5,631.64
286lr Total			ROSELAND SCATTERED SITES		\$ -	\$ 64.53	\$ -	\$ 9,501.57	\$ -	\$ 9,566.10
290tc Total			BUCKEYE TRAILS COMMON I (BEXAR)		\$ 1,015.00	\$ 15.00	\$ 105.52	\$ 1,281.00	\$ -	\$ 2,416.52
291tm Total			BUCKEYE TRAILS COMMON II (TC)		\$ 1,002.25	\$ 45.00	\$ 907.00	\$ 11,674.32	\$ -	\$ 13,628.57
302mf Total			ESTELLE VILLAGE		\$ 17,639.65	\$ 4,012.90	\$ 914.00	\$ 31,215.81	\$ -	\$ 53,782.36
303mf Total			FOREST GREEN MANOR		\$ -	\$ 3,695.00	\$ 423.00	\$ 25,563.37	\$ -	\$ 29,681.37
305mf Total			LAKELAND MANOR		\$ 1,535.00	\$ 813.42	\$ 650.00	\$ 3,222.39	\$ -	\$ 6,220.81
			Grand Total		\$ 64,001.22	\$ 10,636.62	\$ 16,994.88	\$ 165,647.93	\$ 1,346.08	\$ 258,626.73

RESOLUTION No. 5035

**RESOLUTION TO APPROVE THE AMENDMENT TO THE CERTIFICATION OF FORMATION OF LONESTAR
MULTIFAMILY HOUSING SOLUTIONS, INC.**

WHEREAS, DHA, formerly known as the Housing Authority of the City of Dallas, Texas, is the sponsor of Lonestar Multifamily Housing Solutions, Inc. (LONESTAR) a Texas Non-Profit and Public Facilities Corporation; and

WHEREAS, LONESTAR's Certificate of Formation requires any amendments to the Certificate of Formation to be approved by DHA's Board of Commissioners; and

WHEREAS, DHA's mission is to provide affordable quality housing and access to supportive services resources across North Texas; and

WHEREAS, LONESTAR's Certificate of Formation states that the Corporation is organized and shall be operated for the sole purpose of providing contract administrative services, and to address all related matters concerning the management of the Section 8 Vouchers throughout the State of Texas, as an instrumentality of the Housing Authority of the City of Dallas, ("DHA"); and

WHEREAS, LONESTAR's purpose is amended to include creating and facilitating affordable housing platforms in high opportunity areas; and

WHEREAS, LONESTAR's purpose is also to partner with other entities to create community development facilities, programs and partnerships in West Dallas and other locations that are in DHA's jurisdiction.

NOW, THEREFORE, BE IT RESOLVED that: the DHA Board of Commissioners hereby approves the amended Certificate of Formation for LONESTAR which is identified herein as "Attachment A" and further authorizes LONESTAR's President to amend the Certificate of Formation and to make any other changes that are necessary or proper with immediate effect.

The Resolution shall be in full force and effect from and upon adoption by the DHA Board of Commissioners.

Resolution No. 5036
**RESOLUTION APPROVING THE SALE OF
REAL PROPERTY AND IMPROVEMENTS
LOCATED ALONG SINGLETON BOULEVARD AND
AT 2607 TORONTO STREET (the "PROPERTY") AND
AUTHORIZING THE PRESIDENT & CHIEF EXECUTIVE OFFICER
TO NEGOTIATE AND EXECUTE A CONTRACT FOR THE SALE OF THE PROPERTY**

WHEREAS, following staff consultation with residents of the Lakewest housing development, the Resident Advisory Board, Resident Council, and the local government, the DHA Board of Commissioners approved the submission of a Request for Partial Disposition Approval of vacant land and an unoccupied non-dwelling building along Singleton Boulevard and at 2607 Toronto Street (the "Property,") as shown in Attachment A to the U.S. Department of Housing and Urban Development ("HUD"); and

WHEREAS, on February 18, 2020 HUD approved this request to dispose of the Property via public bid at fair market value;

WHEREAS, per HUD's requirements, Site 1 (see Attachment A) was appraised and bid documents prepared and issued; and

WHEREAS, after public advertising pursuant to the disposition requirements under Texas law, sealed bids were received, and publicly opened and read aloud;

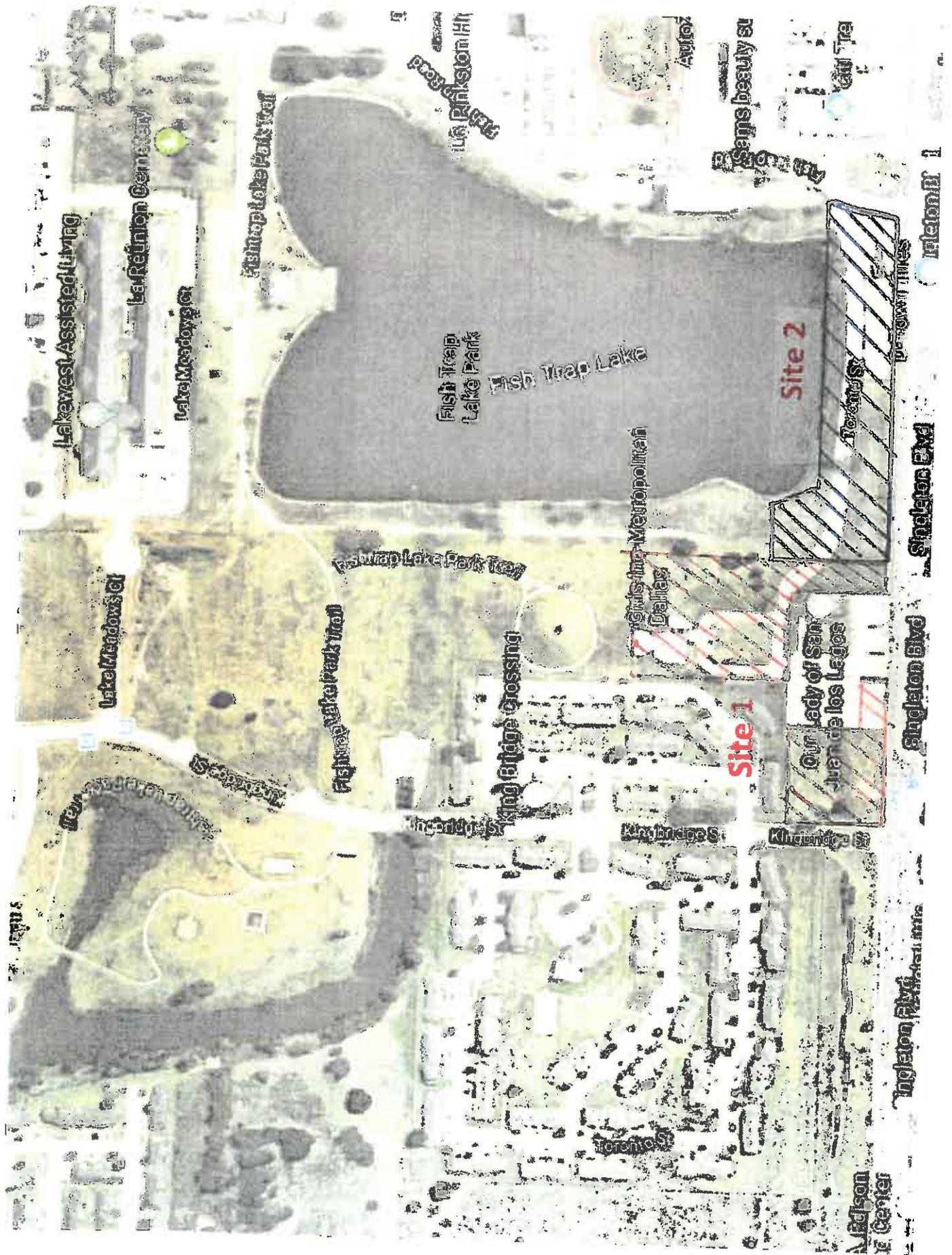
NOW, THEREFORE, BE IT RESOLVED that:

1) The President & CEO of DHA *Housing Solutions for North Texas*, is authorized to negotiate and enter into a Purchase and Sale Agreement for the sale of Site 1 to the highest Bidder, Our Lady of San Juan de los Lagos-St Theresa Catholic Parish for a price of \$1,425,001.00; and

2) The President & CEO of DHA *Housing Solutions for North Texas*, is authorized, or shall designate a person to serve in his stead, to execute all documents related to the sale and conveyance of the Vacant Land and Improvements shown in Site 1 of Attachment A to the highest and successful bidder.

Attachment A

Site Plan



Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President/CEO
Subject: Interlocal Cooperation Agreement
Date: May 11, 2020

I. Description of Action to be Taken

Authorization to enter into an Interlocal Cooperation Agreement with Fort Worth Housing Solutions to assist persons with HUD Project-Based Housing Voucher assistance at properties owned by DHA or a DHA related entity.

II. Background/History

Public Housing Authorities are permitted to utilize up to 20 percent of their Tenant-Based Housing Vouchers as Project-Based housing vouchers. Both tenant-based and project-based housing vouchers offer the same rental housing assistance to program participants with few subtle differences. DHA currently utilizes 10 percent of its Housing Vouchers as Project-Based Housing Vouchers primarily as a tool to expand rental housing in higher priced areas of opportunity and to redevelop its public housing sites.

The Code of Federal Regulations (24 CFR 983.3) precludes public housing authorities from performing some of the administrative responsibilities for project-based housing vouchers for voucher participants who select rental units owned by the public housing agency or related entity. In such instances, HUD requires the public housing agency to secure the services of an Independent Entity to perform certain administrative tasks related to the project-based vouchers.

DHA, and Fort Worth Housing Solutions are public housing agencies who anticipate providing rental housing assistance to housing voucher participants who may select a project-based rental housing units in developments owned by the public housing agency or a related entity, respectively. DHA and Fort Worth Housing Solutions are willing to perform the HUD required administrative services related to project-based vouchers for each other. DHA proposes to serve as Independent Entity for Fort Worth Housing Solutions and Fort Worth Housing Solutions proposes to serve as Independent Entity for DHA, subject to HUD and DHA Board approval.

Chapter 791 of the Texas Government Code, Interlocal Cooperation Contracts, otherwise known as the Interlocal Cooperation Act (the "Act"), allows local governments to contract with one another, to the greatest possible extent, to perform governmental functions to increase the efficiency and effectiveness of such governments.

III. Status of Current Action

HUD has approved DHA to serve as Independent Entity for project based units owned by Fort Worth Housing Solutions and for Fort Worth Housing Solutions to serve as Independent Entity for project-based units owned by DHA.

IV. Recommendation

DHA recommends that the Board of Commissioners adopt the resolution.

Resolution No. 5037

**RESOLUTION APPROVING AN INTERLOCAL COOPERATION AGREEMENT FOR HUD
REQUIRED INDEPENDENT ENTITY SERVICES IN CONNECTION WITH THE PROJECT-
BASED HOUSING VOUCHER PROGRAM**

WHEREAS, the U.S. Department of Housing and Urban Development (“HUD”), in 24 CFR 983.3, establishes regulatory requirements in the administration of the project-based housing voucher program; and

WHEREAS, HUD provides that an independent entity must perform program services in connection with project-based vouchers utilized in rental units owned by a public housing agency or related entity; and

WHEREAS, DHA and Fort Worth Housing Solutions have agreed to perform the required services for the respective entities;

NOW, THEREFORE BE IT RESOLVED that

the President and CEO of DHA or his designee, acting for and on behalf of DHA, is hereby authorized and directed to take any and all other acts and things necessary or proper in furtherance of the actions contemplated by this Resolution, as shall be deemed to be necessary or desirable, without the necessity of attestation by the secretary and all acts heretofore taken to such end are hereby expressly ratified and confirmed as the acts and deeds of DHA; and

That the President and CEO of DHA or his designee is hereby authorized and directed for and on behalf of, and as the act and deed of DHA, to negotiate, execute and enter into an Interlocal Cooperation Agreement with Fort Worth Housing Solutions, and any other documents and agreements necessary to confirm and effectuate the Resolution herein; and

That third parties shall be entitled to rely on the foregoing Resolutions as being in full force and effect until modified otherwise in writing by a duly authorized officer or Commissioner.

This Resolution shall be in full force and effect from and upon its adoption.

PASSED this ____ day of _____, 2020.

ATTEST

Jorge Baldor, Chair

Troy Broussard, Secretary

ATTACHMENT A

INTERLOCAL COOPERATION AGREEMENT

DHA

and

FORT WORTH HOUSING SOLUTIONS

INDEPENDENT ENTITY

FOR

PROJECT-BASED HOUSING VOUCHERS

RESOLUTION NO. 5038

**RESOLUTION AUTHORIZING
THE COMMITMENT OF CAPITAL FUND PROGRAM OR
OTHER FUNDS AS NECESSARY FOR DEVELOPMENT OF
THE OAKS SENIOR APARTMENTS ON THE
FORMER BROOKS MANOR PUBLIC HOUSING SITE; AND
SUCH OTHER ACTIONS NECESSARY OR CONVENIENT
TO CARRY OUT THIS RESOLUTION**

WHEREAS, DHA *Housing Solutions for North Texas* (the "Authority") is the owner of that certain tract of land in Dallas, Dallas County, Texas ("Land") comprising the site for The Oaks Senior Apartments (the "Project") to be constructed on the former Brooks Manor public housing site; and

WHEREAS, the Authority has selected Volunteers of America National Services ("VOANS") as the co-developer for development and construction of the Project; and

WHEREAS, NTHP Pembroke, Inc., an instrumentality of the Authority and Texas non-profit corporation, will serve as the general partner in Brooks Manor, LP (a to-be-formed Texas limited partnership – the "Partnership") created to develop, own and operate the Project; and

WHEREAS, upon receipt of approval from the U.S. Department of Housing and Urban Development ("HUD), the Authority anticipates granting site control by entering into a long term ground lease (the "Ground Lease") with the Partnership, the terms of which the Partnership will be required to develop and construct the Project consisting of 260 housing units for seniors to include a mix of public and other affordable housing units as well as a limited number of market rate rental units; the units will be in compliance with the laws and regulations applicable to eligible tenants under the federal Low Income Housing Tax Credit Program as established at 26 U.S.C. §42 and regulations promulgated pursuant thereto; and

WHEREAS, NTHP Pembroke, Inc, on behalf of the Authority, is empowered to enter into such transactions necessary to finance the cost of facilities;

NOW THEREFORE, BE IT RESOLVED THAT,

The President and Chief Executive Officer of the Authority, and/or her designee are hereby authorized to do the following, and that the Authority authorizes the following:

1. Take part in one or more applications being submitted (collectively, the "Application") to financing sources for development financing of The Oaks Apartments project; and such other documents as deemed necessary or desirable to support the Application and to enter into any negotiations with such financing sources necessary to obtain approval of the Application.

2. Provide financing in the form of one or more residual receipts loans for the Project in the amount of approximately \$7,500,000.00 for the development of the public housing units in the project, such funding from Replacement Housing Factor funds received from HUD specifically for the redevelopment of public housing units or other such funds as necessary and available from the Capital Fund Program or other sources.

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the President and Chief Executive Officer of the Authority or her designee, in connection with the foregoing matters, including but not limited to the Agreement to Enter into Ground Lease, are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken.

Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Authorizing the Commitment of Funds Necessary for Development of The Oaks Senior Apartments and Such Other Actions Deemed Necessary or Proper

DATE: May 20, 2020

COPIES: File

I. Statement of Issue

Request approval by the DHA Board of Commissioners of the attached resolution authorizing the commitment of funds necessary for the Development of The Oaks Senior Apartments and such other actions deemed necessary or proper.

II. Prior Board Action

On April 4, 2019 the Board of Commissioners approved Volunteers of America National Services (VOANS) to develop the former Brooks Manor public housing site as an affordable housing community for seniors.

Previously the Board approved the submission to the U.S. Department of Housing and Urban Development (HUD) for the demolition of the deteriorated Brooks Manor structures and disposition to a DHA affiliate to enable redevelopment of the site.

The Board of Commissioners also approved the creation of Pembroke Parc, Inc., a public facility corporation to serve as the general partner for the redevelopment. Following the new organization structure, Pembroke Parc, Inc. was recently renamed NTHP Pembroke, Inc., and will serve as the general partner of Brooks Manor, LP, the limited partnership to be created with VOANS and an equity limited partner for the redevelopment.

III. Background and History

In connection with the development of The Oaks Apartment project, DHA anticipates needing to submit various applications for funding and approval by several organizations including the Texas Department of Housing and Community Affairs (TDHCA), the Texas Bond Review Board (TBRB), HUD, and the City of Dallas. Included in some of these applications is an Agreement to Enter into a Ground Lease for the property to demonstrate site control.

IV. Status of Current Action

DHA has requested \$3 million from the City of Dallas and is working to secure these funds. In March 2020 DHA's instrumentality, Housing Options, Inc. (HOI) submitted a request for an allocation of \$35 million in private activity bonds from the Texas Bond Review Board. DHA anticipates the application for Housing Tax Credits will be submitted to TDHCA immediately upon award of the allocation of bonds.

DHA anticipates using its remaining Replacement Housing Factor (RHF) funds for the Brooks redevelopment. The RHF funds are provided by HUD to replace public housing units that have been demolished or disposed of outside the public housing program. The RHF funds may only be used for the redevelopment of public housing. DHA has received HUD approval to use the remaining funds (approximately \$4.5 million) for the redevelopment of the Brooks Manor site.

If necessary, DHA will provide a bridge loan of approximately \$3 million if the City of Dallas is unable to provide the requested funds in a timely manner.

Additionally, there are several approvals that will need to be received from HUD for the development of the project, including a revised disposition approval, designated housing (for seniors only) approval, and a mixed-finance approval. These approvals will be sought from HUD later in the year. Staff will also bring these actions to the Board of Commissioners for consideration. Among this is consideration of an amendment to the PHA Plan to provide additional information regarding the redevelopment of the Brooks site and to include the designated housing application. Staff is currently scheduling additional meetings with the Resident Advisory Board and residents of DHA's senior buildings to discuss the proposed Amendment which the Board will be asked to consider in July.

V. Recommendation

It is recommended the Board adopt the attached Resolution Authorizing the Commitment of Funds Necessary for Development of The Oaks Senior Apartments and Such Other Actions Deemed Necessary or Proper.

Resolution No.5039

Resolution approving the implementation of various waivers authorized by the U.S. Department of Housing and Urban Development

WHEREAS, Pursuant to the authority provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act, the U.S. Department of Housing and Urban Development (HUD) is waiving and establishing alternative requirements for numerous statutory and regulatory requirements for the Public Housing program and the Housing Choice Voucher program; and

WHEREAS, these waivers provide administrative flexibilities and relief to public housing agencies in response to the COVID-19 national emergency; and

WHEREAS, HUD strongly encourages public housing agencies to utilize these waivers and alternative requirements as necessary to keep public housing and housing voucher programs operational to the maximum extent practicable.

NOW, THEREFORE, BE IT RESOLVED THAT,

the DHA Board of Commissioners hereby authorize the President and CEO, or his designee, to implement all applicable waivers identified in HUD Notice PIH 2020-05 that in his discretion are appropriate and necessary for the operations of DHA and in the best interests of the clients and residents served by DHA.

Further, the title and description of such waivers, identified in Exhibit A, shall be for the maximum time allowed by HUD Notice PIH 2020-05 and any revisions.

Executive Summary

To: DHA Board of Commissioners
From: Troy Broussard, President/CEO
Subject: **Resolution approving the implementation of various waivers authorized by the U.S. Department of Housing and Urban Development**
Date: April 23, 2020

I. Description of Action to be Taken

Adoption of waivers

II. Prior Board Action

Resolutions amending the Admissions and Continued Occupancy Policies applicable to the Public Housing Program and the Administrative Plan applicable to the Housing Voucher programs

III. Background/History

An outbreak of a respiratory disease caused by a new coronavirus has been detected worldwide including the United States. The virus has been named Coronavirus Disease 2019 (COVID-19). On March 13, 2020, President Trump declared the COVID-19 pandemic a national emergency. Texas Governor Abbott, Dallas County Judge __, and Mayor __ also declared a state of emergency in Texas, Dallas County and the city of Dallas, respectfully. On March 27, 2020, President Trump signed the CARES Act into law, which authorizes over \$2 trillion in emergency assistance and health care response. The CARES Act further provides the US Department of Housing and Urban Development (HUD) with broad authority in the context of this public health emergency to waive statutes and regulations for the public housing and housing voucher programs.

IV. Status of Current Action

DHA welcomes the statutory and regulatory relief offered by HUD which will enable DHA to continue to deliver critical housing services to the residents of the city of Dallas.

V. Recommendation

It is recommended the Board of Commissioners approve the attached resolution with immediate effect.

EXHIBIT A

HUD WAIVERS

HUD Waivers

1. Annual Plan - 5 Year Plan revised due date 1/16/2021

2. PH and HCV - Family Income and Composition - Annual Re-Exams

Description: PHAs are required to conduct a reexamination of family income and composition at least annually. Recognizing the foreseeable difficulties in complying with this requirement in light of the COVID-19 emergency, HUD is waiving this statutory and regulatory requirement to permit PHAs to delay annual reexaminations of HCV and public housing families. However, if the PHA delays annual reexaminations for HCV families under this authority, it must also comply with the alternative requirement regarding the application of an increase in the payment standard amount during the Housing Assistance Payment (HAP) contract term (see HCV-7 below) if applicable, so as not to delay the application of the increased payment standard amount to the family's HAP calculation.

Period of Availability: All annual re-certifications due in Calendar Year (CY) 2020 must be completed by December 31, 2020.

3. PH and HCV-3: Family Income and Composition: Annual Examination - Income Verification requirements. Regulatory Authority: 24 CFR § 5.233(a)(2) Sub-regulatory Guidance: PIH Notice 2018-18

Description: PHAs are required to use the Enterprise Income Verification (EIV) System for verification of family income at the annual examination. 24 CFR § 5.233(a)(2) requires PHAs to use EIV as a third-party source to verify tenant employment and income information. HUD understands that documentation may be difficult to obtain as a result of the COVID-19 public health emergency. PHAs are also facing challenges with securely accessing HUD systems while many if not all staff are working remotely.

To address these challenges, HUD is waiving the requirements to use the income hierarchy described by PIH Notice 2018-18 and will allow PHAs to forgo third-party income verification requirements for annual reexaminations, including the use of EIV, if the PHA wishes to conduct the annual recertification rather than delaying the family's annual recertification (as permitted under PH and HCV-2 above).

During the allowable period of availability, PHAs may consider self-certification as the highest form of income verification to process annual reexaminations. This may occur over the telephone (but must be documented by PHA staff with a contemporaneous written record), through an email or postal mail with a self-certification form by the tenant, or through other electronic communications. PHAs are encouraged to incorporate procedures to remind families of the obligation to provide true and complete information when adopting these flexibilities.

PHAs are further reminded that there is no HUD requirement that income and family composition examinations and recertifications must be conducted in-person unless determined necessary as a reasonable accommodation as long as applicable public health guidelines are followed (e.g., social distancing) and any state or local ordinance is followed.

PHAs that conduct annual examinations under this waiver/alternative requirement will be responsible for addressing any material discrepancies that may arise later. For example, if a tenant self-certified that the tenant lost their job, but later the EIV Income Validation Tool (IVT) shows the tenant's employment continued, the PHA must take enforcement action in accordance with their policies and procedures.

Period of Availability: The period of availability to conduct annual reexaminations using these modified verification requirements ends on July 31, 2020.

4. **Family Income and Composition - Interim Changes**

Description: For the HCV and public housing programs, PHAs are required to adopt policies (in their Administrative Plans and Admissions and Continued Occupancy Plans (ACOPs), respectively) prescribing when and under what conditions the family must report a change in family income or composition. However, at any time that a family requests an interim determination of family income or composition because of any changes since the last determination, the PHA must make the interim determination within a reasonable time after the family's request. In most cases, the reason a family requests an interim determination is due to a loss in income or a change in family composition.

PHAs are required to use EIV for verification of family income at interim reexamination. 24 CFR § 5.233(a)(2) requires PHAs to use EIV as a third-party source to verify tenant employment and income information during mandatory reexaminations or recertifications of family composition and income in accordance with §5.236 and administrative guidance issued by HUD. PIH Notice 2018-18 further describes the required verification hierarchy process PHAs must follow.

To assist PHAs that may be prioritizing the processing of interim reexaminations due to decreases in family income and mitigate the challenges of transferring documentation during periods of shelter-in-place/stay-at-home efforts in response to the COVID-19 emergency, HUD is waiving the requirements to use the income verification hierarchy as described by PIH Notice 2018-18. HUD will allow PHAs to forgo third-party income verification requirements for interim reexaminations, including the required use of EIV. During the allowable period of eligibility, PHAs may consider self-certification as the highest form of income verification to process interim reexaminations. This may occur over the telephone (with a contemporaneous written record by the PHA staff person), through an email with a self-certification form by the family, or through other electronic communications.

As noted in the previous waiver description, there is no HUD requirement that income and family composition examinations and recertifications must be conducted in-person unless it may be necessary as a reasonable accommodation for a person with a disability as long as applicable public health guidelines are followed (e.g., social distancing) and any local and state ordinances is followed.

PHAs that conduct interim reexaminations under this waiver/alternative requirement will be responsible for addressing any material discrepancies that may arise later. For example, if a tenant self-certified that the tenant lost their job, but later the EIV IVT Report shows the tenant's employment continued, the PHA must take enforcement action that is consistent with its policies and procedures.

PHAs may wish to review and adjust their interim reexamination policies (e.g., revising the PHA requirements when families must report increases in income between annual reexaminations or revising the policy regarding how to determine the effective date of an interim examination). PHAs should see HCV-1 and PH-4 for information on how these types of changes can be expedited.

Period of Availability: The period of availability ends on July 31, 2020.

5. **Waiver and alternative requirements** - If a PHA chooses to apply any of the waivers provided for in this notice, the PHA is required to notify residents and owners of any impacts that the waiver and alternative requirement (where applicable) may have on them by whatever means it considers most effective as soon as practicable. HUD recognizes that the COVID-19 public health emergency presents unique challenges from a staffing and communication perspective and encourages PHAs to adapt their communications in consideration of local conditions and

resources. For example, a PHA may need to initially provide this notification by placing information on its website and as a voice-mail message and following up with more formal written notice as circumstances allow. HUD reminds PHAs that all materials, notices, and communications to families regarding the use of the waiver authorities must be clearly communicated and provided in a manner that is effective for persons with hearing, visual, and other communication-related disabilities consistent with Section 504 of the Rehabilitation Act (Section 504) and HUD's Section 504...

HCV PROGRAM WAIVERS

1. **Admin Plan** – PHAs are authorized to amend their Administrative Plan as soon as possible after June 30 and no later than July 31, 2020
2. **Oral Orientation Briefing** - alternatives such as web based briefings are acceptable through July 31, 2020
3. **Voucher extensions** – PHAs may allow extensions to the voucher not articulated in the Administrative Plan through July 31, 2020
4. **HAP Contract execution** - the PHA and owner must execute the HAP contract no later than 120 days from the beginning of the lease term, and the PHA may make HAP payments back to the beginning of the lease term. This authorization ends July 31, 2020
5. **Absence from the assisted unit** - the PHA may choose to continue making HAP payments (for hospitalization, care for family member, etc.) despite the family's absence of more than 180 consecutive days. This authorization ends on December 31, 2020. The PHA may not make payments beyond December 31, 2020, and the HAP contract will terminate on that date if the family is still absent from the unit.
6. **Zero HAP** - As an alternative requirement, the PHA, upon written notice to the owner and family, may extend the period of time following the last payment to the owner that triggers the automatic termination of the HAP contract. The extension beyond the normally applicable 180 days is determined by the PHA but may not extend beyond December 31, 2020. Period of Availability: The period of availability for the extension ends December 31, 2020. The PHA may not extend the HAP contract beyond December 31, 2020.
7. **Increase in Payment Standards** - as an alternative requirement PHAs are allowed to apply the increased payment standard at any time (e.g., interim reexamination, owner rent increase) or Annual Re-exam after the effective date of the increase in the payment standard amount, provided the increased payment standard is used to calculate the HAP no later than the effective date of the family's first regular reexamination following the change. Waiver ends 12/31/2020
8. **Utility Allowance Schedule** - Any review and update of utility allowances that were due at some point in time in CY 2020 must be completed no later than December 31, 2020.
9. **Homeownership Housing Counseling** - While HUD encourages families to continue to complete briefing and counseling sessions that are operational and can be accomplished in accordance with social distancing directives, HUD is waiving these requirements to allow the PHA to permit the family to purchase the home without fulfilling the normally applicable pre-assistance homeownership counseling requirements. Period of Availability: The period of availability ends on July 31, 2020.

10. **FUP youth age of eligibility** - as an alternative the PHA may execute a HAP contract on behalf of any otherwise eligible FUP youth not more than 25 years of age (i.e., not yet reached their 26th birthday). Period of Availability: The period of availability ends on December 31, 2020.
11. **SEMAP Regulatory Authority**: 24 CFR Part 985. Description: Part 985 sets out the requirements by which Section 8 tenant-based assistance programs are assessed. For PHAs that have a SEMAP score pending as of the date of this notice, and for any PHA with a fiscal year ending on or before December 31, 2020, HUD will not issue a new SEMAP score unless the PHA requests a that new SEMAP score be issued. HUD will instead carry forward the most recent SEMAP score on record. Period of Availability: HUD will resume issuing new SEMAP scores beginning with PHAs with fiscal year end dates of March 31, 2021.

PUBLIC HOUSING PROGRAM WAIVERS

1. **Final Close out of Capital Grant funds** - HUD is waiving this requirement and extending the deadlines for an ADCC or AMCC that fell between March 1, 2020, and September 30, 2020, by 6 months. Period of Availability: Applies to DDCC and AMCC forms due between March 1 and September 30, 2020.
2. **Total Development Costs** - The Total Development Cost (TDC) and Housing Construction Cost (HCC) limits may not be exceeded without a waiver approved by HUD or an exception approved by HUD pursuant to 24 CFR § 905.314(c). HUD is waiving the TDC and HCC limits to allow the amount of Public Housing Funds committed to development of a project to exceed the applicable TDC and HCC limits by 25% without a waiver from HUD. Amounts in excess of 25% up to 50% may be approved by the HUD program office on a case-by-case basis, if sufficient justification is provided. This waiver applies to public housing development, Mixed-Finance development and Choice Neighborhoods development. However, all other requirements of development set forth in 24 CFR § 905.600 still apply. HUD recognizes that COVID-19 may seriously impact development costs. The lack of available labor; shortage of materials; extended development timeframes; and changes in financial markets, all have the potential to increase development costs above the established HUD TDC and HCC limits. If a project still exceeds TDC and HCC limits after the increase approved by HUD is taken into consideration, then a PHA may submit a request for an exception pursuant to 24 CFR § 905.314(c) or request a waiver for other good cause for HUD's consideration. Period of Availability: A complete Development Proposal must be submitted to HUD no later than December 31, 2021 for a project to be eligible for this waiver.
3. **Cost limitations - types of labor** - HUD will allow for the use of force account labor for modernization activities even if this activity has not been included in the non-high performer PHA's 5-Year Action Plan. Period of Availability: The period of availability ends on December 31, 2020.
4. **ACOP** - tenant selection policies - HUD is waiving this requirement to permit PHAs to adopt and implement changes to the ACOP on an expedited basis, without formal board approval. As an alternative requirement, any informally adopted revisions under this waiver authority must be formally adopted as soon as practicable following June 30, 2020, but no later than July 31, 2020. Please note that the requirement for tenant selection policies to be consistent with the fair housing and equal opportunity at § 5.105 remains in effect. Period of Availability: The period of availability ends on July 31, 2020.

5. **Community service and Self-sufficiency requirement** - HUD is waiving this requirement and is alternatively suspending the community service and self-sufficiency requirement. If a PHA adopts this waiver, tenants will not be subject to this requirement until the family's next annual reexamination. Upon the family's next annual reexamination, PHAs should report on Form HUD-50058 each individual's CSSR status as either exempt for those that are exempt, or pending for those that are otherwise eligible but for which the suspension prevents a housing authority from determining compliance. After a PHA completes an annual reexamination for any family, the CSSR becomes effective again for family members for the subsequent annual reexamination cycle. Period of Availability: The period of availability ends on March 31, 2021.
6. **Energy Audits** - HUD is waiving this requirement and is alternatively suspending the performance of the energy audits for one year for those that were due before December 31, 2020. Period of Availability: The period of availability is one year beyond the date of the energy audit deadline in 2020 for the impacted project.
7. **Over Income PH families** - Description: PHAs are required by statute and the Federal Register Notice to terminate or charge an alternative rent to families whose income exceeds the program maximum income level for two consecutive years. HUD defined the two-year time period as two consecutive reexamination cycles. In order to be consistent with the delay in annual reexaminations permitted under waiver PH and HCV-2, HUD is waiving this requirement and is permitting families to remain in their units and to continue to pay the same rental amount until such time that a PHA conducts the next annual income recertification that would impact the family. In order to adopt this waiver, PHAs must also adopt a waiver under PH and HCV-2. Period of Availability: The period of availability ends on December 31, 2020.
8. **Resident Council Elections** - HUD is waiving the regulation to allow PHAs to delay resident council elections beyond the three-year limit if necessary. However, the delayed resident council election must be rescheduled and held as soon as reasonably possible once circumstances permit, after July 31, 2020. Period of Availability: The period of availability of this waiver ends on July 31, 2020.
9. **Review and revision of PH Utility Allowances** - HUD is waiving this requirement to allow PHAs to delay the review and update of utility allowances. Period of Availability: Any review and update of utility allowances that were due at some point in time in CY 2020 must be completed by the end of 2020.
10. **PHAS. Regulatory Authority:** 24 CFR Part 902. Description: Part 902 sets out the indicators by which HUD measures the performance of a PHA. The indicators measure a PHA's physical condition, financial condition, management operations, and Capital Fund obligation and occupancy. HUD is waiving this inspection requirement and is alternatively postponing physical inspections for all PHAs until further notice, except where there is a threat to life or property. HUD will primarily rely on residents' complaints and potentially other sources such as news articles, Congressional inquiries and field office requests to identify threat to life or property. Further, for PHA that had a PHAS score pending as of the date of this notice, and for any PHA with a fiscal year ending on or before December 31, 2020, HUD will not issue a new PHAS score unless the PHA requests that a new PHAS score be issued. HUD will instead carry forward the most recent PHAS score on record. Period of Availability: HUD will resume issuing new PHAS scores beginning with PHAs with fiscal year end dates of March 31, 2021.

FINANCIAL

Uniform financial reporting standards; Filing of financial reports; Reporting Compliance Dates

Regulatory Authority: 24 CFR §§ 5.801(c), 5.801(d)(1)

Description: Section 5.801 establishes uniform financial reporting standards (UFRS) for PHAs (and other entities). Section 5.801(c) requires that PHAs submit financial information in accordance with 24 CFR § 5.801(b) annually, not later than 60 days after the end of the fiscal year of the reporting period. Section 5.801(d)(1) requires that PHAs submit their unaudited financial statements not later than 60 calendar days after the end of their fiscal year, and that PHAs submit their audited financial statements not later than 9 months after the end of their fiscal year.

HUD is waiving these requirements and is providing the alternative requirements for the following PHAs:

(1) PHAs with a FYE of June 30, 2019; September 30, 2019; December 31, 2019; and March 31, 2020, and a deadline to submit audited financial information in accordance with 24 CFR § 5.801(b) and (d); and

FYE	DUE DATE	EXTENDED DUE DATE
12/31/2019	9/30/2020	3/31/2021

6/30/2019	3/31/2020	9/30/2020
9/30/2019	6/30/2020	12/31/2020
12/31/2019	9/30/2020	3/31/2021
3/31/2020	12/31/2020	6/30/2021

(2) PHAs with a FYE of December 31, 2019 and March 31, 2020, and a deadline to submit unaudited financial information in accordance with 24 CFR § 5.801(b) and (d).

FYE	Due Date	Extended Due Date
2/29/2020	12/31/2019	8/31/2020
3/31/2020	5/31/2020	11/30/2020

Period of Availability: Varies by PHA by FYE, see description for details.

CAPITAL FUND

Extension of Deadline for Programmatic Obligation and Expenditure of Capital Funds

Statutory Authority: Section 9(j)

Regulatory Authority: 24 CFR § 905.306(d)(5) and 905.306(f)

Description: Section 9(j)(1) requires PHAs to obligate Capital Funds not later than 24 months after the date on which the funds became available, or the date on which the PHA accumulates adequate funds to undertake modernization, substantial rehabilitation, or new construction of units, plus the period of any extension approved under Section 9(j)(2). Section 9(j)(5)(A) requires a PHA to expend Capital Funds not later than four years after the date on which the funds become available for obligation, plus the period of any extension approved under section 9(j)(2). Section 9(j)(2) authorizes

the Secretary to extend the time period for the obligation of Capital Funds for such period as the Secretary determines necessary if the Secretary determines that the failure of the PHA to obligate assistance in a timely manner is attributable to an event beyond the control of the PHA. The authority for extension of the section 9(j) obligation and extension deadlines for an event beyond the control of the PHA is also found in the implementing regulation at 24 CFR § 905.306 (d)(5). The regulations do not permit extensions of the expenditure dates other than for the period of time of a HUD-approved extension of the obligation deadline.

Period of Availability: HUD is extending both the obligation end date and the expenditure end date for all open Capital Fund grants by one year from the current obligation and expenditure end date; however, no programmatic expenditure end date shall be extended beyond one month prior to the closure of the relevant appropriation account, pursuant to 31 U.S.C. § 1552.