



November 15, 2023

A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF DHA HOUSING SOLUTIONS FOR NORTH TEXAS WILL TAKE PLACE AT:

DHA HEADQUARTERS, IN THE DALE V. KESLER BOARD ROOM,
3939 N. HAMPTON ROAD, DALLAS, TEXAS 75212 AT:
12:00 P.M. ON TUESDAY, NOVEMBER 21, 2023

The Commissioners may conduct a closed meeting pursuant to **§551.071** of the Texas Government Code to seek the advice of its attorneys about a pending or contemplated litigation or about a settlement offer; or to consult with its attorney on a matter in which the duty of its attorney under the Texas Disciplinary Rules or Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act and/or pursuant to **§551.072** of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the Authority in negotiations with a third person and/or pursuant to **§551.074** of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or charge against any officer or employee, unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

THE AGENDA OF THE MEETING IS LIMITED TO:

1. Call to Order.
2. Roll Call
3. Recognition of Individuals Wishing to Address the Board.
4. Approval of the October 10, 2023 Special Meeting Minutes.

DISCUSSION ITEM (S):

5. A Resolution to Approve a Contract for the Development of an Updated Master Plan for the Bonton Neighborhood. **#5213**
6. A Resolution to Award Senior Project-Based Housing Vouchers to Deer Creek Assisted Living. **#5214**
7. A Resolution to Award Senior Project-Based Housing Vouchers to Meadow Creek Assisted Living. **#5215**
8. A Resolution to Confirm DHA's Commitment to Cultivate Drug Free, Crime Free and Smoke Free Communities. **#5216**
9. A Resolution Authorizing the President and CEO to Negotiate a Purchase and Sells Agreement (PSA) for the Acquisition of Real Property. **#5217**
10. Recognition of Individuals Wishing to Address the Board.

11. Adjournment

Pursuant to § 46.03 Penal Code (places weapons prohibited) and § 551.001 et. seq, Government Code, a person(s) may not enter this Meeting Room carrying a firearm or other weapon.

De acuerdo con § 46.03, Código Penal (lugares donde están prohibidas las armas) y § 551.001 et. seq., Código del Gobierno, gente están prohibidas de entrar con armas o armas ocultas en esta Lugar.

DHA is a Fair Housing and Equal Opportunity Agency.

DHA does not discriminate on the basis of disability status in admission or access to its federally assisted programs and activities. Persons with disabilities have the right to request reasonable accommodations. DHA's Disability Rights Coordinator coordinates compliance with the nondiscrimination requirements contained in HUD's regulations. DHA Disability Rights Coordinator, 3939 North Hampton Road, Dallas, TX 75212; 469-965-1961 or TTY 711

DHA will not discriminate on the basis of race, color, national origin, religion, sex, disability, familial status, age, sexual orientation, gender identity or marital status.



MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
COMMISSIONERS OF DHA HOUSING SOLUTIONS FOR NORTH TEXAS

The Board of Commissioners of DHA Housing Solutions for North Texas met in Special Session on Tuesday, October 10, 2023 at 12:00 p.m. at the Dale V. Kesler Board Room of the Authority, 3939 N. Hampton Road, Dallas, Texas 75212.

Chairwoman Culbreath called the meeting to order at 12:04 p.m., those present and absent was as follows:

Present: Betty Culbreath, Chairwoman
Michael Pegues, Vice Chairman
Almas Muscatwalla, Commissioner
Sabrina Steward, Commissioner

Absent: Lindsay Billingsley, Commissioner

Staff members in attendance:

David Zappasodi
Chetana Chaphekar
Delbra Henderson
Tim Lott
Debbie Quitugua
Laurin Compton
Letetia Patin
Brooke Etie
Shannon Bramlet
Marlina Nunez
Equilla Still
Griselda Prado
Nellie Rios
William Sanders
Mona Tharp
Arlena Cordero

Guest/Visitors in attendance:

Sandra Samuels, The Hamptons
Nancy Stewart, HCV
Marcus Evans, Kingsbridge Crossing

Edra Rawson, HCV
Kenneth Hogg, Kingsbridge Crossing
Lee Williams, Kingsbridge Crossing
Tonya Young, WAHOO Frazier

There was a quorum present at 12:04, Chair Culbreath duly convened the meeting and the Board transacted the following business.

After roll call by Letetia Patin, general counsel, Chair Culbreath confirmed there was a quorum present. Commissioner Muscatwalla was absent at roll call. Ms. Patin stated Commissioner Billingsley had given notice that she would be unavailable to attend this meeting. Commissioner Muscatwalla was delayed and would join the meeting shortly.

Troy Broussard, CEO was absence. The meeting was assisted by COO, David Zappasodi in his absence.

Mr. Zappasodi called for anyone desiring to address the Board. He stated he did not receive cards from anyone requesting to speak.

Mr. Zappasodi then announced opening of the Public Hearing regarding the DHA Housing Solutions for North Texas (“DHA”) 2024 Public Housing Agency (PHA) Plan and 2024-2028 Capital Fund Program (CFP) Five Year Plan at 12:05 p.m. He recognized Debbie Quitugua, director of Capital Technical Programs.

Ms. Quitugua stated the purpose of the public hearing was to provide an opportunity for DHA residents and the public to express their comments regarding the draft Plans prior to submission of the Plans to the U. S. Department of Housing and Urban Development (HUD). She said the Board would hear comments regarding the Plans. The Plans had been updated since the initial posting. The Updated Draft 2024 PHA Plan, Supplemental Documents, and Draft 2024-2028 CFP Five-Year Plan had been available for review. She reviewed the written comments received and stated the Board had received copies of the written comments with responses from staff. Ms. Quitugua expressed her appreciation for the work that the RAB put into reviewing the Plans. She introduced the members of the RAB in attendance of the meeting and said she would have special presentations for each member.

The Board offered the following comments regarding comments received from the residents:

- Regarding complaints about the grounds – suggested that staff should walk the property at the locations mentioned to see what the residents are talking about.
- Staff should go out on the property to check on the complaints regarding the roaming dogs.
- Staff must make additional efforts to post notices in areas convenient for the residents to see.

- Suggest that staff contact animal control and work on bringing someone on site regularly to pick up the dogs found running loose.

Mr. Zappasodi recognized the following residents who made comments regarding the PHA Plan:

- Marcus Evans of Kingsbridge Crossing; Sandra Samuels of The Hamptons; Kenneth Hogg of Kingsbridge Crossing. These residents reiterated what had been stated in the written comments sent in regarding the PHA Plan.

The Public Hearing adjourned at 12:22 p.m.

The Board of Commissioners meeting convened at 12:25 p.m.

Special presentations were made by Ms. Debbie Quitugua. Ms. Quitugua introduced and presented special tokens to each RAB member for their participation on the RAB Board. These persons had served for the past five years. She recognized: Marcus Evans, Kenneth Hogg, Edna Rawson, Nancy Stewart, Lee Williams, and Tonya and Young. She acknowledged Francis Bullock and Michael Walker who were not in attendance but would also receive tokens for their participation with the RAB. Ms. Quitugua additionally presented a special plaque to Ms. Sandra Samuels. She noted Ms. Samuels had volunteered on the Board of the McClendon Partnership for many years.

Commissioner Almas Muscatwalla joined the meeting at 12:34 p.m.

Mr. Zappasodi called for persons wishing to address the Board. He recognized the following residents:

Kenneth Hogg, Kingsbridge Crossing – Mr. Hogg expressed his concerns regarding 1.) enforcement of the pet policy 2.) visitor policy 3.) when will DHA start moving tenants in the correct bedroom size 4.) persons on parole living in Kingsbridge 5.) non-working cars parked on parking lot 6.) Grievance committee is it still working – committee needs training 6.) need lease enforcement on the size of pets allowed on property 7.) want to see the Managers out on property 8.) Children need to be in school

Marcus Evans, Kingsbridge Crossing - Mr. Evans “See something, say something” – He believes residents are afraid to speak. Information does not get out.

Tonya Young, WAHOO Frazier- Complaint regarding neighbors smoking inside unit. This second smoke is affecting her family’s quality of life.

Edna Rawson, Voucher Participant- Ms. Rawson is an FSS participant. She stated she wants to own her own home. The problem is she can not find a one-bedroom house.

Chair Culbreath requested that staff assist Ms. Rawson in her search for a house to purchase. She went on to state that the Board is concerned for the welfare of the residents. The Board is concerned about pit bull dogs on the property. She does not understand why people think they do not have to follow the rules established. Management cannot be lenient just because of income. DHA has a policy regarding visitors on property. It should be enforced. Send a notice to animal control requesting their present on property to catch the loose dogs. DHA policy should not allow pit bulls on property. Residents must talk to management, if they do not feel comfortable talking to management – contact her or Mr. Zappasodi. The Chairwoman inquired if DHA has a resolution regarding policy violations. If not, she would like for staff to create a resolution for the Board to sign. This resolution should have a statement saying that our policy is a drug free environment; create notices stating what will not be allowed on property; a statement that they will be evicted for violations. She would like for staff to have this ready for the November Board meeting.

Chair Culbreath then called for a motion to approve the August 15, 2023 Regular Meeting minutes. Upon a motion by Commissioner Steward to approve the minutes, duly seconded by Commissioner Billingsley and unanimously carried the minutes stood approved.

Mr. Zappasodi introduced Resolution #5208, A resolution to Approve the 2024 PHA Plan. Upon a motion by Vice Chairman Pegues to approve Resolution #5208, duly seconded by Commissioner Steward and unanimously carried, resolution #5208 was approved and adopted.

Resolution #5209, A resolution to Approve the DHA 2024-2028 Five-Year Capital Fund Program Action Plan. There was discussion regarding renovation of Kingsbridge Crossing and other public housing sites. After discussion, Commissioner Steward moved for adoption of Resolution #5209, duly seconded by Vice Chairman Pegues and unanimously carried, resolution #5209 was approved and adopted.

Chair Culbreath advised she would like to see staff follow-up on the work needed at Kingsbridge the following week. She also requested to have the sprinkler system turned on.

Resolution #5210, A Resolution to Approve a Contract for the Development of an Updated Master Plan for the Bunton Neighborhood. Vice Chairman Pegues requested staff to provide a copy of the evaluation sheet that is included as a part of the documents provided for backup to resolution #5210. He requested to table this item until November to give staff time to submit the information requested. Resolution #5210 was tabled.

Resolution #5211, A Resolution Authorizing the Write-off of Uncollectible Accounts for Vacated Tenants for the Quarter Ending September 30, 2023. Upon a motion by Vice Chairman Pegues to approve Resolution #5211, duly seconded by Commissioner Steward and unanimously carried, resolution #5211 was approved and adopted.

Resolution #5212, A Resolution Approving the Comprehensive Operating Budget for the Fiscal Year Beginning January 1, 2024. Upon a motion by Vice Chairman Pegues to approve

Resolution #5212, duly seconded by Commissioner Steward, there was discussion. Chetana Chaphekar, CFO reported on the Budget recommendation. She stated HUD has not published its final notice for the Budget. What she is presenting is a summary, not final. She is being conservative in her estimates. DHA was funded at 87%. She is estimating fees and will come back with a final plan next year. Vice Chair Pegues questioned the recommendations. Ms. Chaphekar said at this time this was a best recommendation on summary. HUD requires that the PHA must submit by end of month or will go into default. She can go back and do budget revisions.

After discussion, Vice Chairman Pegues moved for approval of the Resolution # 5212 concerning the Budget. It was duly seconded by Commissioner Steward and unanimously carried to approve the resolution concerning the Budget. Resolution #5212 was approved and adopted.

Chair Culbreath noted in closing, she had received an email from an employee who had a grievance regarding disciplinary action for his untimely painting of four vacant units for make ready. These four units were in a family complex. She found it unacceptable for the employee to have not completed those units in a timely fashion. Leadership should look at management on the properties. Management should not be showing favoritism to certain residents. She suggested staff might look at rotating managers. Leadership on the Voucher Program must monitor closely for persons abusing the program. Management must keep Landlords informed of HUD regulations.

Chair Culbreath wants the staff and residents know that they are appreciated.

There being no further business to come before the Board; the meeting adjourned at 1:35 p.m.

Betty Culbreath,
Chair

RESOLUTION NO. 5213

**RESOLUTION TO APPROVE A CONTRACT
FOR THE DEVELOPMENT OF AN UPDATED
MASTER PLAN FOR THE BONTON NEIGHBORHOOD**

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

WHEREAS, DHA is responsible to deliver quality housing services utilizing its resources prudently and effectively; and

WHEREAS, DHA has determined that it is necessary and appropriate to update the master plan for the Bonton Neighborhood as it embarks upon the redevelopment of the Rhoads Terrace public housing site; and

WHEREAS, DHA has determined it appropriate and necessary to secure the services of qualified and experienced architectural and planning firm to update the master plan for the Bonton Neighborhood; and

WHEREAS, after public advertising, Qualifications Statements from qualified firms were received and evaluated; and

WHEREAS, DHA has identified GFF, Inc. to develop a Master Plan for the Bonton Neighborhood.

NOW, THEREFORE, BE IT RESOLVED that:

1) The DHA Board of Commissioners hereby authorizes the President and CEO or his designee to negotiate and execute a contract and all other documents reasonably related thereto with GFF, Inc. to Develop a Master Plan for the Bonton Neighborhood; and

2) The President & CEO is authorized to serve as the Contracting Officer for the Authority in the administration of the above said contract or to designate a person to serve in his/her stead.

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

PRESENTED AND PASSED on this the 21st day of November, 2023 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, President & CEO & Secretary



Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution to Approve a Contract for the Development of an Updated Master Plan for the Bonton Neighborhood

DATE: November 21, 2023

I. Statement of Issue

Request the Board of Commissioners approval of a contract for the development of an updated master plan for the Bonton neighborhood.

II. Background and History

Following HUD approval, in 2009 the tenants at the Rhoads Terrace public housing were relocated and the existing structure were demolished. Although DHA initially planned to redevelop the 90-acre site (including the park land), it was decided that it would be better to complete the redevelopment of the Turner Courts/Buckeye site first and allow the community some time for additional revitalization before developing the Rhoads Terrace Site. The Buckeye site is approximately 1 mile from Rhoads Terrace and was the subject of DHA's 2009 HOPE VI program. Construction of the 323 units at this site was complete in 2015.

In connection with the 2009 HOPE VI program, DHA developed a master plan for the Bonton Neighborhood. As DHA has recently begun the redevelopment of the Rhoads Site, an updated master plan for the Bonton neighborhood is desired. Following a meeting with City officials, DHA agreed to update the 2009 master plan, taking into consideration potential relocation of the City's Southeast Service Center out of the neighborhood as well as improvements to the William Blair Park.

III. Prior Board Action

In 2009 the Board of Commissioners approved the relocation of the tenants at the Rhoads Terrace public housing development and demolition of the existing structures. Following HUD approval, the tenants were relocated and the buildings were demolished. DHA has held the vacant property for redevelopment.

In April 2023 the Board approval Volunteers of America National Services (VOANS) to develop The Culbreath, an approximately 360-unit housing development for seniors to be constructed on approximately nine acres of the Rhoads Terrace site.

IV. Status of Current Actions

DHA has identified a general scope of work to create a master plan for the Bonton neighborhood. The general scope of work includes review of previously prepared documents related to the redevelopment and revitalization of the Bonton neighborhood; review and evaluation of physical conditions and potential improvements of existing structures, streetscapes, pedestrian walkways, open spaces, utility infrastructure (above and underground services) and other items; review and evaluation of existing and potential land uses (public and private) – building types and uses, parking areas, green spaces, streetscapes, transportation, vehicular and pedestrian circulation, and public right-of-ways; creation of conceptual site and architectural renderings as appropriate; identification of potential financing and incentive plans for implementation of the new Master Plan for the Bonton neighborhood; and creation of an implementation plan, including phasing, budgetary considerations, and periodic maintenance of the Plan document. The Plan will include a capital improvements plan related to the Bonton neighborhood including prioritization, estimated design & construction costs and recommendations for financing such improvements. Development of the plan will include design charrettes and input from community stakeholders.

A Request for Qualifications (RFQ) was prepared and published for this work in accordance with State law and invitations sent to qualified firms on DHA's bid list. Five (5) firms responded to the RFQ. A selection committee evaluated the qualification statements. Procurement requirements have been met and approved. The review committee recommends GFF, Inc. be selected to perform this work for an amount to be negotiated as reasonable.

V. Recommendation

DHA recommends approval of the subject resolution.

MASTER PLAN FOR BONTON NEIGHBORHOOD - EVALUATION SHEET

RFQ 2023-16

EVALUATION CRITERIA		MAX. PTS.	GFF	HR & A Advisors	Re: Studio Architecture	RPGA Design Group, Inc	Onu Ventures, Inc
1	Experience and Qualifications	30	28.75	26.25	21.25	26.25	22.5
2	Strength of the Proposed Project Team	25	23.75	21.25	20	20	21.25
3	Ability to successfully complete the project	25	24.5	21.25	18.75	22.5	21.25
4	Response Characteristics	10	9.5	9.25	4.5	9.25	9.25
5	MBE/WBE Certification and Section 3 Participation	10	2	6.25	6.25	8.75	8.5
TOTALS:			88.5	84.25	70.75	86.75	82.75



PROFILE OF FIRM FORM

- (1) Name of Firm: GFF, Inc.
- (2) Contact Person: Brian E. Moore, AICP
- (3) Address: 2808 Fairmount Street, Suite 300
- (4) City, State, Zip: Dallas, TX 75201
- (5) Telephone: 214.303.1500
- (6) Fax: N/A Email: brian.moore@gff.com
- (7) Please include the following information:
 - a. Tax ID Number: 1-75-1819845-6
 - b. Year firm established: 1982
 - c. Year firm established in Dallas/Fort Worth: 1982
 - d. Former name of firm and year established (if applicable); Good Haas & Fulton - 1982;
Good Fulton & Farrell - 1989
 - e. Name of parent company and date of acquisition (if applicable); N/A

(8) Identify Principals/Partners in firm:

NAME	TITLE	% Of OWNERSHIP
Please see attached page.		

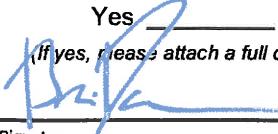
(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:

NAME	TITLE
Brian E. Moore, AICP	Principal-in-Charge
Evan Beattie, AIA, LEED AP	Consulting Principal/Multifamily Expert
Gavin Newman	Project Planner

(10) **Debarred Statement:** Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas?

Yes _____ No _____

(If yes, please attach a full detailed explanation, including dates, circumstances and current status.)


 Signature
GFF, Inc.
 Company

Brian E. Moore
 Printed Name
08/28/2023
 Date





**ARCHITECTS
INTERIORS
LANDSCAPE
PLANNING**

Dallas
2808 Fairmount Street, Suite 300
Dallas, Texas | 75201
214.303.1500

Fort Worth
1701 River Run, Suite 800
Fort Worth, Texas | 76107
817.303.1500

Austin
114 W 7th Street, Suite 200
Austin, Texas | 78701
512.807.0433

OWNERSHIP PERCENTAGE

August 28, 2023

GFF's ownership group is comprised of nine Principals whose names are listed below:

- Evan Beattie AIA, LEED AP / Chairman and CEO
- Allison A Hubbard MBA / Chief Operating Officer
- Brian William Kuper AIA / Design Principal
- Maria Gomez AIA, LEED AP / Principal
- Brian E Moore AICP / Principal
- Jim West AIA, NCARB, LEED AP / Principal
- Jacquelyn Block AIA, LEED AP / Principal
- Todd Burtis AIA / Principal
- Ricardo Montoya AIA, CDT / Principal

GFF holds the percentage of ownership attributed to each Principal in strict confidentiality. This information will be disclosed exclusively to pertinent parties upon selection for the Dallas Housing Authority Bonton Neighborhood Master Plan (RFQ-2023-16) project.

Sincerely,
GFF

A handwritten signature in black ink that reads "Allison Anne Hubbard". The signature is written in a cursive, flowing style.

Allison Hubbard, MBA
Chief Operating Officer
T: 214.303.1500
E: allison.hubbard@gff.com

MINORITY BUSINESS ENTERPRISES (MBE), WOMAN-OWNED BUSINESS ENTERPRISES (WBE), HISTORICALLY UNDERUTILIZED BUSINESS (HUB), AND/OR SECTION 3 BUSINESS CONCERN STATUS

It is the intent of DHA to assure that Minority Business Enterprises (MBE), Women-Owned Business Enterprises, Historically Underutilized Businesses (HUBs) and Section 3 Business Concerns have an equal opportunity to participate in DHA's purchasing and contracting activities.

A. The offeror has represented as part of its offer that it () is (x) is not a Minority-Owned Business, which is defined as a business which is at least 51 percent owned by one or more minority group members; or, in the case of a publicly-owned business, one in which at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily business operations are controlled by one or more such individuals. Minority group members include, but are not limited to, Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans, and Hasidic Jewish Americans.


Please indicate which minority group you qualify under: () Black or African American; () Hispanic American; () Asian Pacific American; () Hasidic Jewish American; () Asian Indian American; () Native American; or, () other (specify) _____.

B. The offeror has represented as part of its offer that it () is (x) is not a Woman-Owned Business/Enterprise (WBE), which is defined as a business which is at least 51 percent owned by one or more women; or, in the case of a publicly owned business, one in which at least 51 percent of its voting stock is owned by one or more women, and whose management and daily business operations are controlled by one or more such individuals.

C. The offeror has represented as part of its offer that it () is (x) is not an Historically Underutilized Business (HUB) as defined in Vernon's Texas Codes Annotated, Government Code, §2161.001 as an entity with its principal place of business in this state (Texas) that is: (a) a corporation formed for the purpose of making a profit in which 51% or more of all classes of the shares of stock or other equitable securities are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (b) a sole proprietorship created for the purpose of making a profit that is completely owned, operated, and controlled by an economically disadvantaged person; (c) a partnership formed for the purpose of making a profit in which 51% or more of the assets and interest in the partnership are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (d) a joint venture in which each entity in the venture is a Historically Underutilized Business, as determined under another paragraph of this subdivision; or, (e) a supplier contract between a Historically Underutilized Business as determined under another paragraph of this subdivision and a prime contractor under which the Historically Underutilized Business is directly involved in the manufacture or distribution of the goods or otherwise warehouses and ships the goods.

D. The offeror has represented as part of its offer that it () is (x) is not a Section 3 Business Concern is defined in 24 CFR, Section 135 as a business (a) that is 51 percent or more owned by section 3 residents; or (b) whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or (c) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (a) or (b) in this definition of "section 3 business concern."

If you have been certified by the North Central Texas Regional Certification Center (minority- or women-owned business certification only), DFW Minority Business Development Council (minority- or women-owned business certification only), the Texas Building and Procurement Commission (minority- and women-owned business and HUB certification only) and/or DHA (Section 3 business certification only) please attach a copy of the Certification(s).


SIGNATURE

GFF, Inc.
COMPANY NAME (Offeror)

Brian E. Moore
PRINT OR TYPE NAME

08/28/2023
DATE

**DHA SECTION 3 PROGRAM
CERTIFICATION OF EFFORTS TO COMPLY WITH EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3**

The proposer represents and certifies as part of its proposal/offer that it:

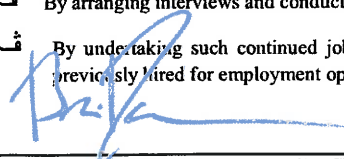
- Is a Section 3 Business concern A Section 3 Business concern means a business concern:
 1. That is 51% or more owned by Section 3 Resident(s); or
 2. Whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
 3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 herein.
- Is Not a Section 3 Business concern but who has and will continue to seek compliance with Section 3 by certifying to the following efforts to be undertaken.

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 CONCERNS:
(Check ALL that apply)

- By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses, which may solicit, bids for a portion of the work.
- By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, in the common areas of the applicable development(s) owned and managed by the Housing Authority.
- By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
- By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.
- By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.
- By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.
- By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding, lines of credit, financing, or insurance and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.
- Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 businesses
- By developing and using a list of eligible Section 3 business concerns
- By actively supporting and undertaking joint ventures with Section 3 businesses

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS

- By entering into a "first source" hiring agreements with organizations representing Section 3 residents
- By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.
- By advertising employment and training positions to dwelling units occupied by Section 3 residents
- By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled
- By arranging interviews and conducting interviews on the job site
- By undertaking such continued job-training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.



08/28/2023

AUTHORIZED SIGNATURE OF THE OFFEROR

DATE

GFF, Inc.

COMPANY NAME

EQUAL EMPLOYMENT OPPORTUNITY - EMPLOYER INFORMATION REPORT

Name of Firm: GFF, Inc.

Address: 2808 Fairmount Street, Suite 300

City, State, ZIP: Dallas, TX 75201

Telephone: 214.303.1500

JOB CATEGORIES	OVERALL TOTALS	MALE					FEMALE				
		WHITE (Not of Hispanic Origin)	BLACK (Not of Hispanic Origin)	HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (Not of Hispanic Origin)	BLACK (Not of Hispanic Origin)	HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE
Officials and Managers	10	6	N/A	1	N/A	N/A	2	N/A	1	N/A	N/A
Professionals	117	60	N/A	10	1	N/A	30	3	10	3	N/A
Technicians	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sales Workers	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Office and Clerical	14	3	1	1	N/A	N/A	7	1	1	N/A	N/A
Craft Workers (Skilled)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Operatives (Semi-Skilled)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Laborers	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Service Workers	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL	141	69	1	12	1	N/A	39	4	12	3	N/A

Signature: 

Date: 08/28/2023

Resolution No. 5214

A Resolution to Award Senior Project-Based Housing Vouchers to Deer Creek Assisted Living

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

WHEREAS, the Project-Based Voucher program was enacted in 1998 under the Quality Housing and Work Responsibility Act of 1998; and

WHEREAS, HUD in 24 CFR 983, authorize public housing agencies to allocate a limited percentage of the total funding in the Housing Choice Voucher Program’s Annual Contributions Contract (ACC) for project-based vouchers; and

WHEREAS, in full compliance with HUD regulations, DHA has engaged in fair and open solicitation of Requests for Proposals, evaluated proposals received, and responsibly recommends committing Project-Based Vouchers for seniors to qualified projects; and

WHEREAS, DHA has reported to the Board of Commissioners its activities and progress in utilizing the Project-Based Voucher program to advance its mission.

NOW, THEREFORE BE IT RESOLVED that

The DHA Board of Commissioners hereby authorizes the DHA President and CEO, or his designee, to award Project-Based Vouchers for seniors to Deer Creek Assisted Living from DHA’s allocation of Housing Vouchers and supports DHA’s actions to further advance the supply of quality housing affordable to lower income seniors through its effective utilization of the HUD Project-Based Vouchers.

PRESENTED AND PASSED on this the 21st day of November, 2023 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

ATTEST

Betty Culbreath, Chair

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President & CEO
Subject: **A Resolution to Award Senior Project-Based Housing Vouchers to Deer Creek Assisted Living**
Date: November 21, 2023

I. Description of Action to be Taken

DHA has determined it necessary and appropriate to solicit proposals from developers and or property owners interested in Project-Based Vouchers for Seniors.

II. Background / History

The Housing Choice Voucher Program is the federal government's major program for assisting very low-income families, the elderly and disabled to afford decent, safe and sanitary housing in the private rental market. The Housing Choice Voucher program is DHA's largest housing program, assisting 16,000 households. In the Housing Choice Voucher program, the participant is free to choose any housing that meets the requirements of the program. Persons awarded a housing voucher are responsible for finding a suitable housing unit of their choice where the owner agrees to rent the unit to the family with assistance from the program. Rent is paid in two parts; the tenant pays a share of the rent, based on their household income, and DHA pays the balance of the rent.

To increase the supply of rental units entering the program and for maximum local flexibility, HUD allows a public housing agency to assign a portion of its allocation of housing vouchers to specific projects. This is the Project-based voucher program. Some of DHA's housing vouchers may be assigned to a project / property. HUD requires agencies to award Project-based vouchers through a fair and open competition. HUD also restricts agencies to awarding up to 20% of their allocated housing voucher resources in the form of Project-Based vouchers. The amount can be increased by an additional 10% for projects that exclusively serve special populations; the homeless, veterans, persons with disabilities.

Project-Based Vouchers can be awarded to new construction, rehabilitation, or existing projects where the owner agrees to set aside a portion of the units in the project as affordable housing utilizing project-based vouchers.

DHA has complied with all applicable HUD regulations, engaged in open and fair competition by soliciting proposals through the request for proposal process and fairly evaluated all proposals received.

DHA's program goals are to expand the affordability of rental housing in partnership with property owners/developers and is a means of bringing quality landlords into the voucher program. The Project based voucher program differs from the Tenant-based program, in that in the Project-based voucher program the rental housing assistance is tied to the unit, rather than to the program participant.

To address the need for more affordable rental housing for the growing population of seniors in Dallas, DHA solicited a Request for Proposals for Project-Based Vouchers for seniors in August 2023.

III. Status of Current Action

In August 2023, DHA issued a Request for Proposals (RFP) seeking owners /developers interested in applying for Project-Based Vouchers for seniors, utilizing a portion of DHA's allocation of Housing Vouchers.

This solicitation period is open until further notice. At this time, DHA is seeking authorization to award six (6) project-based housing vouchers to Deer Creek Assisted Living facility, located at 747 West Pleasant Run Road, Desoto, Texas 75115.

DHA's evaluation committee carefully evaluated the sole proposal received and recommends the proposal for approval.

IV. Recommendation

DHA recommends that the Board of Commissioners approve the subject resolution awarding project-based housing vouchers for seniors to the Deer Creek Assisted Living.

Project-Based Vouchers for Seniors

Evaluation Criteria	MAX PTS	Deer Creek Assisted Living
Qualification Statement	10	10
Property Owner Section-Project Plan 1. Location 2. Community Amenities 3. Housing Quality Standard 4. Project Type: Existing housing	30	30
Supportive Services 1. Organizational Capacity 2. Services Offered 3. Case management 4. Track Record	25	13
Project Management Plan	15	14
Financial Information	10	9
References	5	4
Overall Responsiveness to this RFP	5	4
Total Score	100	84
Total Average (minimum score for award is 75)		

Resolution No. 5215

A Resolution to Award Senior Project-Based Housing Vouchers to Meadow Creek Assisted Living

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

WHEREAS, the Project-Based Voucher program was enacted in 1998 under the Quality Housing and Work Responsibility Act of 1998; and

WHEREAS, HUD in 24 CFR 983, authorize public housing agencies to allocate a limited percentage of the total funding in the Housing Choice Voucher Program's Annual Contributions Contract (ACC) for project-based vouchers; and

WHEREAS, in full compliance with HUD regulations, DHA has engaged in fair and open solicitation of Requests for Proposals, evaluated proposals received, and responsibly recommends committing Project-Based Vouchers for seniors to qualified projects; and

WHEREAS, DHA has reported to the Board of Commissioners its activities and progress in utilizing the Project-Based Voucher program to advance its mission.

NOW, THEREFORE BE IT RESOLVED that

The DHA Board of Commissioners hereby authorizes the DHA President and CEO, or his designee, to award Project-Based Vouchers for seniors to Meadow Creek Assisted Living from DHA's allocation of Housing Vouchers and supports DHA's actions to further advance the supply of quality housing affordable to lower income seniors through its effective utilization of the HUD Project-Based Vouchers.

PRESENTED AND PASSED on this the 21st day of November, 2023 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

ATTEST

Betty Culbreath, Chair

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President & CEO
Subject: **A Resolution to Award Senior Project-Based Housing Vouchers to Meadow Creek Assisted Living**
Date: November 21, 2023

I. Description of Action to be Taken

DHA has determined it necessary and appropriate to solicit proposals from developers and or property owners interested in Project-Based Vouchers for Seniors.

II. Background / History

The Housing Choice Voucher Program is the federal government's major program for assisting very low-income families, the elderly and disabled to afford decent, safe and sanitary housing in the private rental market. The Housing Choice Voucher program is DHA's largest housing program, assisting 16,000 households. In the Housing Choice Voucher program, the participant is free to choose any housing that meets the requirements of the program. Persons awarded a housing voucher are responsible for finding a suitable housing unit of their choice where the owner agrees to rent the unit to the family with assistance from the program. Rent is paid in two parts; the tenant pays a share of the rent, based on their household income, and DHA pays the balance of the rent.

To increase the supply of rental units entering the program and for maximum local flexibility, HUD allows a public housing agency to assign a portion of its allocation of housing vouchers to specific projects. This is the Project-based voucher program. Some of DHA's housing vouchers may be assigned to a project / property. HUD requires agencies to award Project-based vouchers through a fair and open competition. HUD also restricts agencies to awarding up to 20% of their allocated housing voucher resources in the form of Project-Based vouchers. The amount can be increased by an additional 10% for projects that exclusively serve special populations; the homeless, veterans, persons with disabilities.

Project-Based Vouchers can be awarded to new construction, rehabilitation, or existing projects where the owner agrees to set aside a portion of the units in the project as affordable housing utilizing project-based vouchers.

DHA has complied with all applicable HUD regulations, engaged in open and fair competition by soliciting proposals through the request for proposal process and fairly evaluated all proposals received.

DHA's program goals are to expand the affordability of rental housing in partnership with property owners/developers and is a means of bringing quality landlords into the voucher

program. The Project based voucher program differs from the Tenant-based program, in that in the Project-based voucher program the rental housing assistance is tied to the unit, rather than to the program participant.

To address the need for more affordable rental housing for the growing population of seniors in Dallas, DHA solicited a Request for Proposals for Project-Based Vouchers for seniors in August 2023.

III. Status of Current Action

In August 2023, DHA issued a Request for Proposals (RFP) seeking owners /developers interested in applying for Project-Based Vouchers for seniors, utilizing a portion of DHA's allocation of Housing Vouchers.

This solicitation period is open until further notice. At this time, DHA is seeking authorization to award five (5) project-based housing vouchers to Meadow Creek Assisted Living facility, located at 2400 West Pleasant Run Road, Lancaster, Texas 75146.

DHA's evaluation committee carefully evaluated the sole proposal received and recommends the proposal for approval.

IV. Recommendation

DHA recommends that the Board of Commissioners approve the subject resolution awarding project-based housing vouchers for seniors to Meadow Creek Assisted Living.

Project-Based Vouchers for Seniors

Evaluation Criteria	MAX PTS	Meadow Creek Assisted Living
Qualification Statement	10	10
Property Owner Section-Project Plan 1. Location 2. Community Amenities 3. Housing Quality Standard 4. Project Type: Existing housing	30	30
Supportive Services 1. Organizational Capacity 2. Services Offered 3. Case management 4. Track Record	25	13
Project Management Plan	15	14
Financial Information	10	9
References	5	4
Overall Responsiveness to this RFP	5	4
Total Score	100	84
Total Average (minimum score for award is 75)		

Resolution No. 5216

RESOLUTION TO CONFIRM DHA’S COMMITMENT TO CULTIVATE DRUG FREE, CRIME FREE AND SMOKE FREE COMMUNITIES

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

WHEREAS, it is DHA’s vision to be a catalyst for positive change, creating a brighter future for our residents by providing pathways for residents to enhance their quality of life and energize our residents to join us on our mission; and

WHEREAS, a residential living environment free of crime, free of the use and distribution of illegal drugs, and dwelling units free from the harmful effects of second-hand smoke will surely enable our residents to enjoy the peace and quiet of their homes and an enhanced quality of life.

NOW, THEREFORE BE IT RESOLVED THAT

the DHA Board of Commissioners hereby declares that DHA is committed to cultivate Crime Free, Drug Free and Smoke Free residential communities and supports all necessary and appropriate actions necessary to achieve its mission.

PRESENTED AND PASSED on this the 21st day of November, 2023, by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

Betty Culbreath, Chair

ATTEST:

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President and CEO
Subject: Resolution to declare DHA's Commitment to Cultivate Drug Free, Crime Free and Smoke Free Communities
Date: November 21, 2023

I. Description of Action to be Taken

Adopt a resolution to declare DHA's commitment to cultivate drug free, crime free and smoke free affordable housing communities.

II. Background/History

Crime has increased in the world and in the city of Dallas. In 2017, DHA and its Board of Commissioners established a mission statement that commits to providing affordable quality housing. DHA acknowledges that the majority of our residents are peaceful, law abiding, respectable and well behaved however; some residents and their guests engage in unwelcome criminal behaviors including violence and illegal drug related activity. This resolution re-emphasizes DHA's commitment to promoting quality of life for our residents through education, training, and leading by good example, effective communication and lease enforcement. DHA's mission is to provide affordable quality housing and access to supportive resources across north Texas. DHA believes residents deserve the right to quiet and peaceful enjoyment of their dwelling unit.

III. Status of Current Action

DHA is working on many fronts to accomplish its mission. DHA regularly collaborates with the city of Dallas police, fire, code compliance, executive, and legal departments soliciting their help to foster crime free communities. DHA employs a third-party private security service provider who provides security services at DHA properties, predominantly after-hour security services. DHA employs a team of skilled workers at each property who maintain the units and common areas. DHA is currently working with HUD to strengthen provisions in its lease agreement which support crime free, smoke free and drug free communities. DHA property management and legal staff are committed to fairly and equitably enforcing the lease agreement and house rules. And DHA has solicited the help of former Board members who educate the Justices of the Peace about public housing to dispel the myth that public housing is the housing of last resort while advocating for the rights of our many law abiding residents whose lives are disrupted by unlawful residents and their guests.

IV. Recommendation

DHA recommends that the Board of Commissioners adopt this resolution.

RESOLUTION NO. 5217

RESOLUTION AUTHORIZING THE PRESIDENT AND CEO TO
NEGOTIATE A PURCHASE AND SELLERS AGREEMENT (PSA)
FOR THE ACQUISITION OF REAL PROPERTY

- Additional information will be provided at the meeting.

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President and CEO
Date: November 13, 2023
Subject: Public Comments

The following is a summary of action taken following receipt of public comments received during the October 10, 2023, Board of Commissioners meeting.

1. Tonya Young – resident at Frazier Homes on Elsie Fay Heggins, Unit # 3903 reported that she and her daughter are hyper-sensitive to second hand smoke. Ms. Young believes that she is being affected by smoke emanating from her neighboring residents in units #3902 and #3904 who she believes are smoking tobacco and marijuana in their units.

DHA senior staff inspected all three dwelling units.

- Unit #3902 – No physical evidence of smoking in the unit was detected. However, staff detected strong odor of marijuana in the 2nd floor bathroom. DHA issued a 30-day notice to vacate. Resident requested a grievance hearing.
 - Unit #3904 – No evidence of smoking in the unit was detected. Resident in #3904 reported that Ms. Young (#3903) burns a lot of incense in her apartment.
 - Unit #3903 – (Tanya Young) Inspection confirmed incense being burnt in unit. No evidence of smoking detected.
2. Edna Rawson – FSS program participant wants to purchase a home. Ms. Rawson’s biggest challenges is her limited income of \$43,000 per year and desire to purchase a small home in a good neighborhood. Staff met with Ms. Rawson immediately following the Board meeting and provided a few recommendations to help her on her quest to become a homeowner.