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## Board Retreat Agenda

**January 18<sup>th</sup>, 2012**  
**9:00 a.m. – 2:00 p.m.**

Location: Crown Plaza  
8686 Kirby Drive, Houston, TX 77054

The Harris County Housing Authority Board of Commissioners will have an annual retreat to discuss the short and long term goals of the Housing Authority. All operations of the Housing Authority will be discussed. There will be no action items at this meeting.

### Day 1

8:30 Welcome/Overview

8:50 Round Table – Discussion of Affordable Housing in Houston/Harris County

9:00 The Key Players

- City of Houston Housing Authority
- City of Houston Community Development Department
- Harris County Community Development Department
- Coalition for the Homeless for Houston/Harris County
- United States Department of Housing and Urban Development
- Q&A with Commissioners

### The Key Questions

- What has been your greatest accomplishment over the past 12 months?
- What would be your greatest accomplishment in the next 12 months if you could make it happen?
- Please give one or two specific projects that you would most like HCHA to be a part of in the next 24 months.

10:30 Break – Individual Communication

10:45 Harris County Housing Authority Commissioners discuss their individual and collective visions, goals and objectives for HCHA.

- How do you plan to make HCHA an even greater PHA?
- What specifically have you done within the past 12 months to enhance HCHA?
- What do you plan to do over the next 12 months to enhance HCHA?



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12:30 Lunch – Open Discussion and “C” Staff Communications

- An overview of the HCHA Salaries and serious discussion.

1:30 Review the Day/Adjournment



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**January 19th, 2012**  
**9:00 a.m. – 1:00 p.m.**

9:00 Overview/Facilitators Role and Days Objectives

9:15 Defining Success - (Commissioners ONLY)

- Commissioners

The Key Questions

- What has been the most successful accomplishment for HCHA in your opinion?
- What would you like to do to make HCHA more successful in the future?

10:00 Leadership and Governance – (Commissioners ONLY)

- Commissioners and the Public
- Commissioners and other Housing Providers
- Commissioners and Elected Officials
- Commissioners and the CEO
- Commissioners and the Staff
- Commissioners and the Media
- Commissioners and HUD

The Key Questions

- How do we communicate our message to the Media?

11:00 Strategic Leadership of HCHA

- Board Assessment of Board 1-10
- Board Assessment of HCHA 1-10
- Strategic Priorities (what we plan to accomplish) - one, two and five year time frames

12:00 Lunch – Commissioners and “C” Staff Round Table Discussions

1:00 Board Retreat – Conclusion and Recommendation



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**Board Agenda**  
**Thursday,**  
**January 19, 2012**  
**1:30pm**

**I. Call to Order; Attendance**

**II. Presentation and Approval of the Minutes from November 16, 2011's Board meeting.**

**III. Chairman's Review/Comment**

**IV. Executive Director's Report**

**V. Administrative Agenda**

A. Overview of New Affordable Housing Developments

**Discussion Item(s):** Humble Lakes, Fairfield Estates, Sierra Meadows Estates.

**Discussion Item(s):** Management Agreement for Cypresswood Estates.

**Discussion Item(s):** Interim Financing Agreement for Cypresswood Estates.

**Discussion Item(s):** Environmental Protection Agency and Bayou Land Conservancy Permit 91 acre mitigation plan for West Lake Houston development.

**Action Item:** Approve resolutions and orders authorizing the execution of a Memorandum of Understanding for the development of Humble Lakes.

**Action Item:** Approve resolutions and orders authorizing the execution of a Memorandum of Understanding for the development of Fairfield Estates.

**Action Item:** Approve resolutions and orders authorizing the execution of a Memorandum of Understanding for the development of Sierra Meadows Estates Single Family Homes.

**Action Item:** Approve resolutions and orders authorizing the hiring of a permanent property management company for Cypresswood Estates.

**Action Item:** Approve resolutions and orders authorizing the CEO to develop a financing plan and negotiate term sheets for financing of Cypresswood Estates up to \$4.5 million.

B: Overview of the Housing Choice Voucher Programs

**VI. Financial Agenda**

A. Monthly Financials

**VII. Public Comment (Comments are limited to three minutes for each speaker.)**

**VIII. Executive Session – An Executive Session will be held to discuss personnel and real estate matters.**

The Harris County Housing Board of Commissioners may go into executive session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with its attorneys to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) *discussion about the value or transfer of real property*; (3) discussion about a prospective gift or donation; (4) *consideration of specific personnel matters*; (5) discussion of certain economic development matters or other matters authorized by law. The Housing Authority Board of Commissioners may announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of chapter 551 of the Texas Government Code. An Executive Session will be held to discuss possible action regarding approval of salary schedule and/or CEO contract.

**IX. Reconvene in Public Session and possible action relating to matters addressed in Executive Session**

**Action Item:** Approval of The Consolidated and Further Continuing Appropriations Act 2012, Public Law 112-55, which provides appropriations for the Department of Housing and Urban Development (HUD). The Authority shall match the provisions of the act effective immediately. The Authority will approve new terms negotiating the CEO's contract.

**X. Comments by Commissioners**

**XI. Comments or Announcements by Chair**

**XII. Adjournment**