

November 12, 2015

TO: TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

RE: NEIGHBORHOOD ORGANIZATION REGISTRATION

NAME: SAMUEL PLACE APARTMENTS RESIDENT ASSOCIATION

ADDRESS 4315 Carroll Lane, CORPUS CHRISTI, TEXAS 78411

CONTACT: MONICA JASSO, PRES.
4315 CARROLL LANE APT. 228
CORPUS CHRISTI, TEXAS 78411

PHONE: (361) 933-6112

EMAIL: mljasso93@yahoo.com

MS. ESTER BURRIER
4315 CARROLL LANE APT. 236
CORPUS CHRISTI, TEXAS 78411

PHONE: (361) 429-6514

EMAIL: esterburrier6173@gmail.com

ATTACHMENTS INCLUDED:

ARTICLES OF ORGANIZATION
BY LAWS
MEETING MINUTES, SIGN IN SHEETS
PROJECT DESCRIPTION
BOUNDARY MAP:

The Neighborhood Organization's boundaries are Carroll Lane. (site entry), North perimeter fencing , South perimeter fencing and the West perimeter fencing along the parking areas.

**QUALIFIED NEIGHBORHOOD ORGANIZATION EVIDENCE OF
QUANTIFIABLE COMMUNITY PARTICIPATION**

Texas Department of Housing & Community Affairs

Read each item carefully before completing the blanks. Certify to each requirement by signing the last page. All attachments must be included in the QCP submission package. Once a letter is submitted to the Department it may not be changed or withdrawn.

| Part 1: Development Information | |
|----------------------------------------|-----------------------------|
| Development Name: | Samuel Place Apartments |
| Development Street Address: | 4315 Carroll Lane |
| Development City: | Corpus Christi, Texas 78411 |
| Development County: | Nueces County |
| TDHCA # (for office use only): | |

| Part 2: Neighborhood Organization Information | |
|--------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Neighborhood Organization Name: | Samuel Place Apartments Resident Association |
| This organization also made a submission to TDHCA in prior HTC Application Rounds: (Y/N) No. | |
| If YES, provide the years that the organization made submissions prior to 2016: _____, _____, _____, _____ | |
| The Neighborhood Organization is a (select one of the following): | |
| <input type="checkbox"/> | Homeowners Association |
| <input type="checkbox"/> | Property Owners Association |
| <input checked="" type="checkbox"/> | Resident Council and our members occupy the existing development |
| <input type="checkbox"/> | Other (explain): _____ |
| As of March 1, 2016 , this Neighborhood Organization is on record with (select one of the following): | |
| <input type="checkbox"/> | County |
| <input type="checkbox"/> | Secretary of State |
| <input checked="" type="checkbox"/> | Texas Department of Housing & Community Affairs (<i>if prior to January 29, 2016</i>) |

| Part 3: Neighborhood Organization Contact Information | | | |
|--------------------------------------------------------------|----------------------------|-----------|---------------------|
| 1st Contact Information | | | |
| Name: | Monica Jasso | | |
| Title: | President | | |
| Physical Address: | 4315 Carroll Lane Apt. 228 | | |
| Mailing Address (if different from above): | (Same) | | |
| City: | Corpus Christi, Texas | ZIP Code: | 78411 |
| Phone: | (361) 933-6112 | Email: | Mljasso93@yahoo.com |

**QUALIFIED NEIGHBORHOOD ORGANIZATION EVIDENCE OF
QUANTIFIABLE COMMUNITY PARTICIPATION**

Texas Department of Housing & Community Affairs

Part 3: Neighborhood Organization Contact Information (continued)

2nd Contact Information

| | | | |
|--------------------------------------------|----------------------------|-----------|----------------------------|
| Name: | Ms. Ester Burrier | | |
| Title: | Vice President / Secretary | | |
| Physical Address: | 4315 Carroll Lane Apt. 236 | | |
| Mailing Address (if different from above): | (Same) | | |
| City: | Corpus Christi, Texas | ZIP Code: | 78411 |
| Phone: | (361) 429-6514 | Email: | Esterburrier6173@gmail.com |

Part 4: Reason for Support or Opposition

The Neighborhood Organization Supports Opposes the Application for Competitive Housing Tax Credits for the above referenced development for the following reasons:

The Resident Association supports the reconstruction of the Samuel Place Apartments. The existing project is old and in need of modernization to include energy efficient appliances, windows, a/c system and roofs. These modern amenities will ensure that our community will have available high quality affordable housing.

Part 5: Written Boundary Description

Provide a written boundary description of the geographical boundaries of the Neighborhood Organization. (Example: North boundary is Main St., East boundary is railroad track, South boundary is First St., West boundary is Jones Ave.) Boundary description MUST match the boundary map.

The Samuel Place Apartments Resident Association boundaries are Carroll Lane (site entry), North perimeter fencing, South perimeter fencing and the West perimeter fencing along the parking area. (Please see map)

**QUALIFIED NEIGHBORHOOD ORGANIZATION EVIDENCE OF
QUANTIFIABLE COMMUNITY PARTICIPATION**

Texas Department of Housing & Community Affairs

Part 6: Certifications

By signing this form, I (we) certify to the following:

- This organization certifies that the two contacts listed have the authority to sign on behalf of the Neighborhood Organization.
- This organization certifies that the organization was formed before January 8, 2016.
- This organization certifies that the boundaries of this organization include the proposed Development Site in its entirety. This organization acknowledges that annexations after March 1, 2016 may not be considered eligible boundaries and a site that is only partially within the boundaries may not satisfy the requirement that the boundaries contain the proposed Development Site.
- This organization certifies that it meets the definition of "Neighborhood Organization"; defined as an organization of persons living near one another within the organization's defined boundaries that contain the proposed Development Site and that has a primary purpose of working to maintain or improve the general welfare of the neighborhood.
- This organization certifies that none of the following individuals participated in the deliberations or voted on the decision to provide a statement with respect to the proposed development: the development owner, architect, attorney, tax professional, property management company, consultant, market analyst, tenant services provider, syndicator, real estate broker or agent or person receiving fees in connection with these services, current owners of the property, developer, builder, or general contractor associated with the proposed development.
- This organization certifies that at least 80% of the current membership resides or owns real property within the boundaries of the Neighborhood Organization.

This organization certifies that all certifications contained herein are true and accurate. **(First and Second Contacts must sign below):**

Monica Jasso

1st Contact Signature

Monica Jasso

1st Contact Printed Name

Ester Burrier

2nd Contact Signature

Ms. Ester Burrier

2nd Contact Printed Name

12-28-15

Date

President

Title

12-28-15

Date

Vice President / Secretary

Title

Smauel Place Apartments Resident Association

Meeting Minutes

October 28, 2015 – 6:00 pm

The meeting began with a welcoming by Management staff and refreshments. The meeting was held in the community room. Staff present at the meeting included Eunice Garza, Manager and Yolanda Ramirez, Services.

Project Description: Mr. Walter Martinez was present representing Housing and Community Services, (HCS) and TG 110, Inc., who made a presentation about the proposed tax credit project.

It was explained that TG 110 and HCS plan to submit an application for funding of tax credits to the TDHCA by January 2016. If the application is successful an award of tax credits would occur in July 2016. Actual construction would then begin about May 2017.

The residents were invited to participate by giving suggestions and getting project updates at future meetings. It was also explained that if the residents wanted to support the project, they could organize formally to submit a letter of support. This could help the project application secure a higher score for possible funding.

Resident were informed that once construction began in 2017 it would require temporary relocation to comparable units in the area and that management staff would work with each resident family to find suitable housing during this period. It was further explained that all costs related to temporary relocation would be paid for by the project including professional movers, utility hook-ups, etc.

The proposal includes demolishing the current project and replacing it with a totally new development of 60 units with a modern design. The project based Section 8, subsidy for families would be preserved.

The residents were pleased to hear that new modern apartments would include energy efficient appliances, modern bathrooms with ADA showers and new kitchens, plumbing fixtures, lighting, and central air conditioning. A new office building and community center with computer lab, a swimming pool and playgrounds were all welcomed amenities by the residents. The estimated cost of construction is about \$7.6 million.

Resident Participation: Following the presentation on the project, Mr. Filiberto Garcia was introduced as a local affordable housing advocate with LULAC Council #1. Mr. Garcia discussed with the residents the importance of participating in the proposed project to make it a reality. Although the residents have participated and held routine meetings in the past on issues affecting the property, it was necessary to formalize as a resident association and register with the state.

Proposed Articles of Organization and By Laws were distributed and reviewed by the residents. During discussion two residents agreed to volunteer as officers for the association.

Action: A motion was made and seconded to adopt the Articles and By Laws. The motion was passed unanimously.

Action: Monica Jasso, a resident volunteered to serve as President and Ms. Ester Burrier a longtime resident at the property agreed to serve as Vice President/Secretary.

A motion was made and seconded to approve each of the two officers and the motions were approved unanimously.

The meeting ended and everyone was thanked for attending.

Monica Jasso

Reviewed by Ester Burrier
Vice President/Secretary
Ester Burrier
Monica Jasso



**Samuel Place
Community Learning Center
Sign-In Sheet**

R = Property Resident; N = Non Property Resident

| Event: | | Date: | |
|---------------------|--------|----------|---------------------|
| Resident Meeting | | 10/28/15 | |
| Name (Print) | R or N | Apt # | Signature |
| Maria Saucedo | R | 135 | Maria Saucedo |
| Mary Alice Martinez | R | 125 | Mary Alice Martinez |
| Rebecca Franco | R | 109 | Rebecca Franco |
| Diana Mata | R | 121 | Diana Mata |
| Cynthia Rodriguez | R | 224 | Cynthia Rodriguez |
| Cynthia Tobias | R | 110 | Cynthia Tobias |
| TEODORA PAZ | R | 101 | Teodora Paz |
| AURORA V. DONAHUE | R | 133 | Aurora V. Donahue |
| MARIA YBARA | R | 103 | Maria Ybara |
| Consuelo | R | 108 | Chelo VIDARRA |
| Nicole R. Soliz | R | 223 | Nicole R. Soliz |
| APOLONIA CANHU | R | 132 | Apolonia P. Canhu |
| ROSA L. FLORES | R | 104 | Rosa L. Flores |
| PATRICIA R. LOPEZ | | 212 | Patricia R. Lopez |
| Charles Lopez | | 212 | Charles Lopez |
| Brenda Sanchez | R | 25 | Brenda Sanchez |
| Georgina Carrasco | R | 116 | Georgina Carrasco |
| Esmeralda Duran | R | 231 | Esmeralda Duran |
| Leidian Jimenez | | | Leidian Jimenez |
| Mariano Jimenez | R | 228 | Mariano Jimenez |
| Amey Lutz | R | 207 | Amey Lutz |
| Lina Longoria | R | 210 | Lina Longoria |
| TAMMY BURRIER | R | 124 | Tammy Burrier |
| NARA S. RAJAS | R | 102 | Nara S. Rajas |
| | | | |
| | | | |

Staff Present: Yolanda Ramirez & Eunice Garza

Walter Maldonado 3
Filiberto Jimenez

**Samuel Place Apartments Resident Association
Corpus Christi, Texas**

ARTICLES OF ORGANIZATION

Article I

Name and Organization

The name of this Association is the **Samuel Place Apartments Resident Association** and is designated as an unincorporated nonprofit association created under these Articles.

Article II

Purpose

It is the intent of this Association to function as a voice for the residents of **Samuel Place Apartments and the Association** shall consists of all residents who reside at the property joined by mutual consent for the, nonprofit purposes of informing and providing assistance and offering an accessible source of information on matters affecting the residents.

The Association may engage in any and all other charitable activities and may engage in any and all lawful activities that may be incidental or reasonably necessary to accomplish its purposes, and it shall have and may exercise all other powers and authority now or hereafter conferred upon unincorporated non-profit organizations.

ARTICLE III

Office and Duration

1. The office of **Samuel Place Apartments Residents Association** shall be located at the Office of the **Samuel Place Apartments**; c/o the President / Secretary of the Association; or at such place as the Association may from time to time determine, or as the business of the Association may require.
2. The duration of **Samuel Place Apartments Resident Association** shall be perpetual.
3. The death, removal, or resignation of any member of the Association shall not result in the dissolution of the **Samuel Place Apartments Resident Association**.

Article IV

Membership

The **Samuel Place Apartments Resident Association** consists of residents who are dedicated to the advancement of the residential community. The Association is a voluntary organization, and no membership fee or annual dues are required for membership unless approved by the members in their by-laws.

The **Samuel Place Apartments Resident Association** does not discriminate on the basis of race, color, sex, age, religious affiliation, handicap, national origin, or other personal factor.

Article V

Association Officers

The **Samuel Place Apartment Residents Association** shall be governed by a minimum of two (2) officers to be determined by the members. The name and total number of officer positions will be determined as the members require, changeable as circumstances necessitate.

The members present at any properly announced meeting shall constitute a quorum at such meeting. Officers may be elected annually by nomination and a majority vote.

ARTICLE VI

Minutes and Records

The fiscal year of the Association shall be January 1 through December 31 of each year. All minute books, correspondence, and other records of Association shall be preserved by the Officers. Records that have ceased to be of use for the conduct of the affairs of the Association may be turned over for preservation to a depository designated by it, or discarded.

ARTICLE VII

Dissolution

In the event of the dissolution of the **Samuel Place Apartment Residents Association**, its property, funds, and other assets shall be transferred to any organization or organizations operated exclusively for charitable, educational, and/or scientific purposes as the Association may determine, provided such organization or organizations qualify as tax-exempt under the Internal Revenue Code of the United States.

IN WITNESS WHEREOF, the undersigned have executed these Articles of Association

on this 28th day of October, 2015.

Monica Jasso
President
4315 Carroll Lane # 228
(361) 933-6112

ATTEST: mjasso93@yahoo.com

Ester Burrier
Secretary

4315 CARROLL LN. # 236
(361) 429-6514
esterburrier6173@gmail.com

Witness

Filiberto Garcia
FILIBERTO GARCIA
361-816-2859
EMAIL: filibertogarcia1@aol.com

Samuel Place Apartments Resident Association – By Laws

Article I. Name and Purpose.

Sec. 1.01: NAME. The Name of this organization shall be the Samuel Place Apartments Resident Association, hereinafter referred to as the Association.

Sec. 1.02: Purpose. The By Laws shall govern the Association and its members and facilitate the fulfillment of its general purposes.

Article II. Membership.

Sec. 2.01: Eligibility for Membership. Any current resident of the Samuel Place Apartments, Corpus Christi, Texas is eligible for membership in the Association.

Sec. 2.02: Annual Dues. The amount required for annual dues shall be as deemed proper by a majority vote of the membership.

Sec. 2.03: Voting Rights. The full payment of the annual dues if any will entitle each person over age eighteen in the Member's household to one vote apiece in all Association elections.

Sec. 2.04: Termination of Membership. Membership in the Association is automatically terminated whenever the Member is in default of payment of the annual Association dues as established by its members. A member may also be removed by a majority vote of the membership.

Sec. 2.05: Resignation. Any member may resign by submitting a written resignation with the Secretary of the Association.

Article III. Officers.

Sec. 3.01: Officers. The Association shall have the following officer positions: President, Vice President / Secretary.

Sec. 3.02: Election of Officers. The Officers shall be elected by majority vote at the annual meeting of the membership.

Sec. 3.03: Term of Office. The Officers shall serve a one-year term with no limitations on future terms.

Sec. 3.04: Duties. The duties of the Officers are as follows:

1.) The President shall be the principal executive officer of the Association and shall preside over all meetings, represent the Association on public occasions and make such committee appointments from the membership as shall be deemed advisable for the effective conduct of the work of the Association.

2.) The Vice President / Secretary shall assist the President as the President requests and represent the Association on appropriate occasions. The Vice President / Secretary shall also, in the absence or disability of the President, perform the duties and exercise the power of the President of the Association and shall keep attendance records and record the proceedings of all meetings, maintain adequate records of the Association activities, and conduct such official correspondence as shall be required.

4.) The Association shall be managed by the Officers so elected, with powers consistent with the Articles of Organization and the By Laws of the Association. The duties of the officers shall not be limited as enumerated above but they may discharge in addition such duties as are assigned by the Association membership. Unless so authorized, no officer shall have any power or authority to bind the Association by any contract or engagement to pledge its credit or to render it liable pecuniary for any purpose or in any amount.

Sec. 3.05: Vacancies and Removal from Office. Any Officer may be removed by a majority vote of the members of the Association (excluding the Officer to be removed). Upon the death, removal, resignation, or incapacity of an Officer of the Association, a majority of the Association members shall elect a successor.

Article IV. Association Meetings.

Sec. 4.01: Regular Meetings. Regular meetings of the Association may be held quarterly or at a time and place designated by the President. Meetings of the members shall be held at the community room on the property or any other convenient place the President or a majority of the Members may select.

Sec. 4.02: Annual Meeting. An annual meeting of the members shall be held in the month of September of each year, if possible. The Members shall elect the Officers of the Association at such meeting, receive reports, transact any other business which is within the power of the Members. If an annual meeting has not been called and held within six months after the time designated for it, any Member may call the annual meeting.

Sec. 4.03: Special Meetings. Special meetings of the Members may be called by the President, by a majority of the Officers of the Association, or by five percent (5%) or more of the Members entitled to vote.

Sec. 4.04: Meeting Notice. A written or printed notice of each meeting, stating the date, time, and place of the meeting shall be posted on the bulletin board of the apartment complex by the person authorized to call the meeting. This notice shall be given at least five (5) days before the proposed meeting date.

Sec. 4.05: Quorum. The Members present at any properly announced meeting shall constitute a quorum at such meeting.

Sec 4.06: Voting. All issues shall be decided by a majority vote of members present at the meetings.

Article V. Committees and Finances.

Sec. 5.01: The Association may establish committees as deemed necessary to pursue its stated objectives. Members of Committees shall be appointed by the President. Expenditure amounting to over one hundred dollars (\$100), in any month must be approved by majority vote of the members present at any properly announced meeting of the membership. A financial report shall be prepared by the President if dues are collected and presented at any quarterly or annual meeting.

Article VI. Amendments.

Sec. 6.01: These By Laws may be amended by a two-thirds majority vote of those present at any regular meeting of the Members of the Association, provided seven days written notice of the proposed amendment and of the meeting is provided.

Article VII. Acceptance of By Laws.

Sec. 7.01: Acceptance of these By Laws shall be by a two-thirds majority vote of those present at a regular meeting of the Members, provided written notice of the meeting is posted at least five (5), days prior to the meeting.

Article VIII. Non-compliance with By Laws.

Sec. 8.01: Non-compliance with the By Laws of the Association may result in termination of membership for the offender, upon a two-thirds majority vote of the membership. Under no circumstance will non-compliance with any section of these By Laws constitute the forfeiture of the rights of the Association to exist or the rights of the Association to enforce the By Laws of the Association.

Approved by the members of the Association on 28 day of October, 2015.

Monica Jasso

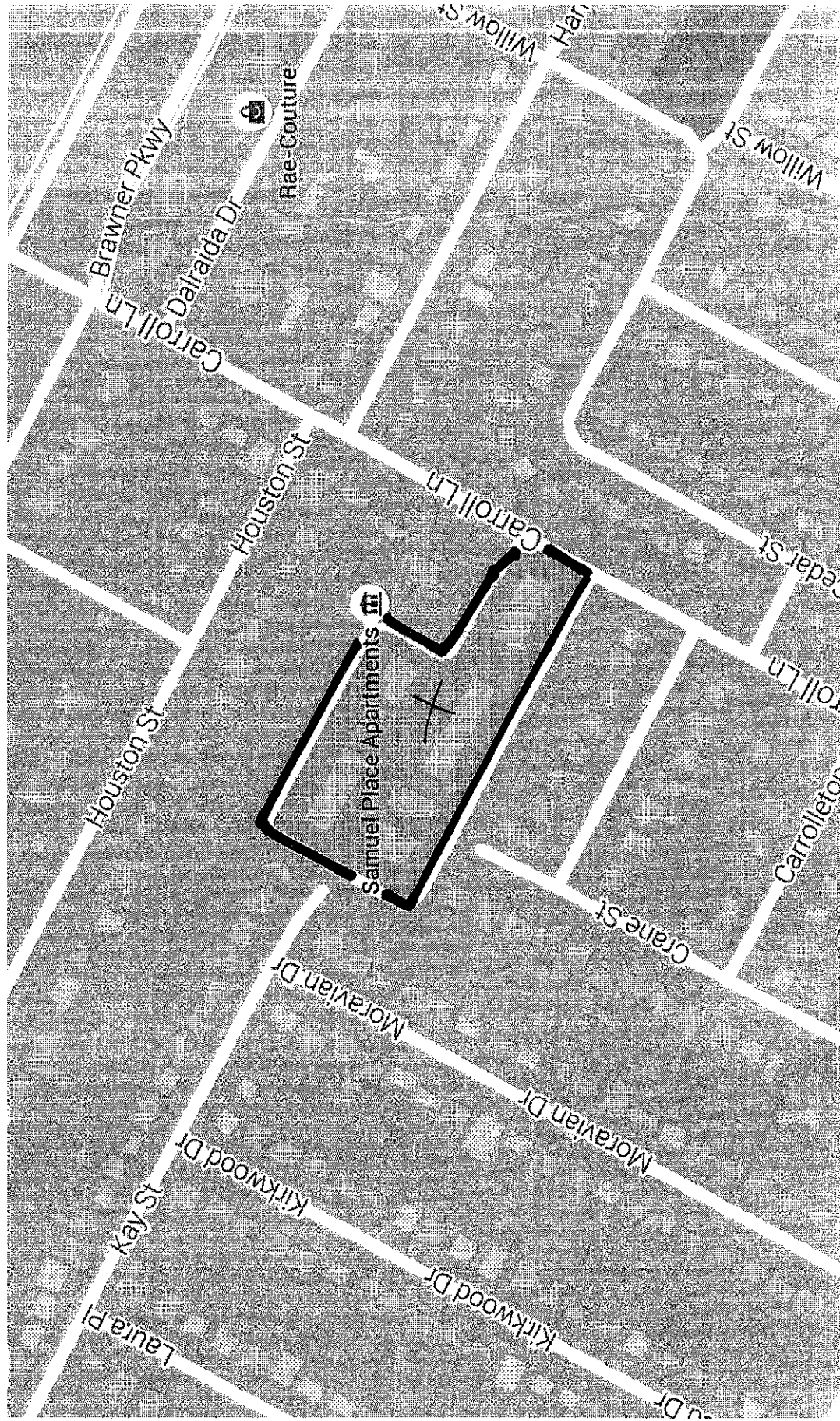
Print Name:

Title: President

Ester Bueriva

Print Name:

Title: VP/Sec.





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RECEIVED
JAN 08 2016 5:20
Texas Department of Housing and Community Affairs

1. To:

Print Name (Person)

JANIS TAYLOR
Street Address 110 P.O. Box or P.O. Box Zip Code (delivered)
221 East 11th Street
Austin, Texas 78701-2110

2. From:

Print Name (Person)

33496136
Phone (Important) 33496136
Company Name
Street Address
4315 Carrell Lane Apt 229
Corpus Christi TX 78411

3. Service:

Print Name (Person)

221 East 11th Street
Austin, Texas 78701-2110

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