

**STRATEGIC HOUSING FINANCE CORPORATION
BOARD OF DIRECTORS
REGULAR MEETING
ALEXANDER OAKS APARTMENTS
6119 Valiant Circle
Austin, Texas 78749
December 7, 2017
10:00 a.m.**

MINUTES

The Strategic Housing Finance Corporation of Travis County, Texas, held a Regular Board of Directors meeting located at 6119 Valiant Circle, Austin, TX 78749 on the above date. A quorum was established, and Vice President John Hernandez called the meeting to order at 11:17 a.m.

1. CALL TO ORDER, ROLL CALL

Roll Call of Directors: Vice President John Hernandez, Director Eddie Karam, Director Robbye Meyer, Director Wilmer Roberts. Absent: President Ann Denton. Guest: Cliff Blount with Naman Howell, Smith & Lee, and Clara Shields. Staff in Attendance: CEO/Executive Director Patrick Howard, Director of Real Estate Development Robert Onion, Executive Assistant Esther Johnson, Senior Administrative Assistant Debbie Honeycutt, Director of Voucher Programs and Homeless Initiatives Christina Montes, Director of Affordable Housing Barry Hall, Accountant Michael Kagombe, Housing Specialist Gabrielle Jones, Maintenance Lead Alfred Galvan, Lead Maintenance Juan Martinez, Maintenance Technician Jesse Villanueva.

2. CERTIFICATION OF QUORUM

Executive Vice President Patrick Howard certified the quorum.

3. CITIZEN COMMUNICATION

Anyone desiring to discuss or comment on items directly related to SHFC is always welcome; sign-in must be completed prior to the opening of the meeting. Please limit all presentations to 3 minutes or less. If the item is deemed related to an agenda item at the current meeting, the presiding officer will inform the citizen that pending action(s) remain.

There were none at that time.

4. CONSENT AGENDA

4A. Approval of the Minutes from the November 2, 2017 Regular Meeting

Director Robbye Meyer made a **motion** to approve Item 4A. Director Wilmer Roberts seconded the motion, which **passed** unanimously.

5. REPORTS

5A. Presentation and discussion regarding Existing Affordable Multifamily Development

Partnerships {Robert Onion, Director of Real Estate}
(Cityview at the Park Apartments, Southpark Ranch Apartments, Paddock at Norwood Apartments, Forest Park Apartments, Silver Springs Apartments, William Cannon Place Apartments, Heights on Parmer Apartments, Cambridge Villas, Austin Colorado Creek Apartments, Marquis at Shoreline Apartments, and Austin Creekview Apartment Homes)

Director of Real Estate Development Robert Onion presented Item 5A.

5B. Presentation and discussion regarding Potential Affordable Multifamily Development Partnerships {Robert Onion}

Mr. Onion presented Item 5B.

5C. Governance, Finance and Administration Committee

There were none at that time.

5E. Real Estate Development Committee

There were none at that time.

6. REGULAR AGENDA

- 6A. Presentation, discussion and possible action of **Resolution No. SHFC-2017-23**: To
A. Authorize the issuance, sale, and delivery of one or more series of taxable or tax-exempt multifamily housing revenue bonds (Boyce Parmer Apartment Project) Series 2017,
B. Authorize the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily residential rental development, and other related provisions as necessary to complete the transaction; and C. Approve the form and substance thereof.

Mr. Roberts made a **motion** to approve Resolution No. SHFC-2017-23. Director Eddie Karam seconded the motion, which **passed** unanimously.

- 6B. Presentation, discussion and possible action regarding **Resolution No. SHFC-2017-24**: To
A. Authorize the issuance, sale, and delivery of one or more series of taxable or tax-exempt multifamily housing revenue bonds (Del Valle 969 Apartments) Series 2017, B. Authorize the execution and delivery of documents and instruments necessary to carry out the financing of such multifamily residential rental development, and other related provisions as necessary to complete the transaction; and C. Approve the form and substance thereof.

Mr. Roberts made a **motion** to approve Resolution No. SHFC-2017-24. Ms. Meyer seconded the motion, which **passed** unanimously.

- 6C. Presentation, discussion and possible action regarding **Resolution No. SHFC-2017-25**: To
Authorize the debt financing, equity financing, property acquisition, service related agreements and other matters necessary or convenient for Strategic Housing Finance Corporation of Travis County to participate in the development and operation of Del Valle 969 Apartments transaction; and the execution and delivery of documents and instruments necessary to carry out the contemplated transaction, and to take other actions related to the subject.

Mr. Roberts made a **motion** to approve Resolution No. SHFC-2017-24. Ms. Meyer seconded the motion, which **passed** unanimously.

- 6D. Presentation, discussion and possible action of **Resolution No. SHFC-2017-22**: To
A. Approve the Performance Evaluation Tool; and B. To Amend Section 4, "Term of Employment" of the Employment Contract for the Director of Real Estate Development of SHFC.

Mr. Karam made a **motion** to approve Resolution No. SHFC -2017-22 Part A Approving the Performance Evaluation Tool and not approve Part B of the Resolution Amend Section 4, "Term of Employment", leave as is. Mr. Roberts seconded the motion, which **passed** unanimously.

6E. Discussion and consideration regarding Board of Commissioners issues and concerns

There were none at that time.

EXECUTIVE SESSION

- According to the Texas Government Code Annotated 551.071, Consulting with Attorney
- According to the Texas Government Code Annotated 551.072, Real Property
- According to the Texas Government Code Annotated 551.074, Personnel Matters
- According to the Texas Government Code Annotated 551.076, Security
- According to the Texas Government Code Annotated 551.087, Economic Development Negotiations

There were none at that time.

The Board of Directors may consider any matter posted on the agenda in Executive Session if there are issues that require consideration in Executive Session and the Board of Directors announce that the item will be considered during the Executive Session.

Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session discussions

N/A

ADJOURNMENT

Vice President John Hernandez made a **motion** to adjourn the Board meeting. Mr. Karam seconded the motion, which **passed** unanimously.

The Board meeting adjourned at 11:45 a.m.

Respectfully submitted,


Patrick Howard, Executive Vice President

MISSION STATEMENT

*Preserving and developing affordable housing and vibrant communities
to enhance the quality of life for all.*

- A copy of these minutes can be found on the web site (www.hatetx.com)
- An audio recording is available upon request, 512-854-8245