

Rowlett Housing Finance Corporation

Board of Directors' Meeting Minutes: November 14, 2022, 11:00 a.m.
Freedom Place Church
4113 Main St., Rowlett, TX
(Zoom call in for virtual attendees)

Board Members:

Present: President Karl Crawley; Vice-President Dan Pence; Brandon Stewart; Debby Bobbitt; Riki Harper; Rick Sheffield, Executive Director

Absent: None

Quorum present? Yes

Others Present via Zoom: Ryan Bowen, Chapman Cutler; Mark Malveaux, McCall Parkhurst, Megan Rahmes, Hilltop Securities

1. Call to order.

The meeting was called to order at 11:03 a.m. by President Karl Crawley.

2. Consider action to approve the minutes from the October 19, 2022, Board of Directors' meeting.

Riki Harper proposed a change to the action taken from the Executive Session to show that she was confirming her future participation and made a motion to approve with the changes noted. The motion was seconded by Brandon Stewart and was passed unanimously by those members present.

3. Hear presentation from Alicia Bryant, President/CEO of Reign Asset Management, LLC regarding a partnership to deliver resident services/property management for tax credit and workforce housing projects; provide feedback to staff regarding the Board's interest in pursuing a future partnership.

Mrs. Bryant was accompanied by Vice-President Stephanie Jones. Mrs. Bryant presented a consulting partnership opportunity to maximize restricted tenant rents in tax credit properties through the use of rental assistance programs provided through HUD and monitoring compliance. The HFC would partner and share in the monthly management fees.

Input from Partnership and Bond Counsels indicated that, while the HFC does maintain consent rights as to whom the developer chooses to manage the property, the developer and the tax equity investor are incentivized to keep management under their purview. This type of arrangement would have to be negotiated on a case-by-case basis with each developer; smaller companies might be better suited to work with as the

larger developers typically keep the management in house or have long-term partners that they use in their transactions.

Mrs. Bryant informed the Board that Reign has partnered with the Plano Housing Corporation in a similar deal. Staff took the action to follow up with PHC to learn more about how they structured their deal.

Brandon Stewart inquired as to Reign's ability to use a straight consultant contract for a flat fee to work with any of the HFC partners on existing deals and thought this could be a good way for them to work into the business. Mrs. Bryant assured the Board that they could execute such an arrangement.

4. Hear presentation on October 2022 financials.

Staff presented the operating financials for the month of October 2022. The major expenses were for the NALFHA Fall Conference and the Novogradac Housing Tax Credit conference. All other expenditures were normal operating costs.

5. Staff update on existing projects.

Staff went through the current status for Lakeview Pointe, Creekside Village, One 90 Main, Jefferson Merritt Park, single family infill of city-owned properties, and the HFC Foundation fundraising efforts.

6. New/Other Business

Executive Director Rick Sheffield informed the Board that he will be at the NALHFA Fall Educational Conference in Washington D.C. Tuesday through Thursday this week.

The Board elected to move the December Board meeting to December 14th, at 7:00 p.m. and make it a virtual meeting. The annual meeting in January will include a Board appreciation party.

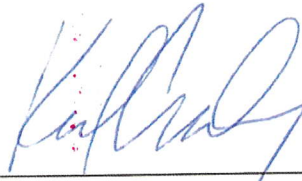
Debby Bobbitt asked if the HFC could send out an end of the year update to the public to highlight the year's activities and showcase plans for the new year. The Board agreed that this would be a great communication tool; staff took the action to prepare the email blast.

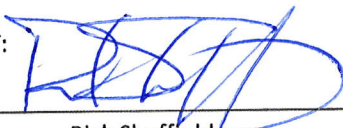
Brandon Stewart informed the Board that he would like to work on putting together some community outreach ideas to pitch to the Board at the December meeting.

President Karl Crawley selected Brandon Stewart and Debby Bobbitt to serve with him on a subcommittee to review the performance of the Executive Director for the year.

7. Adjourn

President Karl Crawley adjourned the meeting at 12:16 p.m.

By: 
Karl Crawley
President

ATTEST: 
By: _____
Rick Sheffield
Secretary

Date approved: 12/14/22