



Rowlett

Housing Finance Corporation

Board of Directors Meeting Minutes

Thursday, September 26, 2024, at 4:00PM

5702 Rowlett Rd., Rowlett TX 75089

1. Call to order:

President Winget called the meeting to order at 4:02PM with a quorum present (Directors Winget, Holston, Dunnican, Schupp and Kull). Also present was Robbie Ryan with the Ryan Insurance Agency. Attorney Bowen with Chapman and Cutler attended by phone.

2. Public Input:

There was no public input.

3. Approval of Minutes

Consider and take action to approve the Special Called HFC Board of Directors Meeting Minutes of Monday, September 16, 2024. Director Holston made a motion to approve the minutes as submitted, and Director Dunnican seconded the motion, and it passed unanimously.

President Winget asked if the Board would agree to take Agenda Item 7 out of order so Mr. Ryan could make a presentation and leave.

7. Insurance Update:

Mr. Ryan said insurance premiums have been rising rapidly, but he has forwarded to Executive Director Urrutia what he considers to be a reasonable insurance policy for the HFC Board to consider. He regretted not having the policy available for distribution and review at this meeting, but he received the policy material less than an hour before the start of this meeting. He proceeded to say he requested that the underwriter of this policy include coverage for



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Directors and Officers, and he believes the policy does that. However, he has not had an opportunity to review the policy he forwarded, to be sure it will cover all he requested, including, coverage for the HFC Board for general liability, professional liability as well as Directors and Officers liability, but he believes it does. Director Kull asked for the premium amount. Mr. Ryan said it is a million-dollar policy, and the premium is \$9,891.85 per year. He also pointed out that the Board should be aware the premium is subject to increases each renewal year. Mr. Ryan concluded by saying, in his opinion, the HFC Board truly has little liability exposure. Director Holston asked if we had a general liability policy now, and Mr. Ryan said yes, it is a premises policy that covers personal injury that might occur at the HFC rented office space, and the annual premium for that is under one thousand dollars. President Winget asked if this policy would cover personal injury on a partnership property, if the HFC were to be sued. Mr. Ryan said no, but there would be many layers of responsibility in that case before a court would likely hold the HFC position in the partnership responsible. Director Holston asked if the policy covers errors and omission, and Mr. Ryan said yes.

President Winget asked if there were any other questions for Mr. Ryan. There being none, Mr. Ryan left the meeting at this time. Director Holston recommended our Attorney review this proposed policy to be sure it does what we need it to do. Attorney Bowen said he would review the policy. President Winget said he wanted to be sure this policy protects our decision making.

There was no action taken on this agenda item.

There being no further questions on this agenda item, President Winget said we would move to agenda item 5 and move item 4 to later in the meeting.

5. Update/Discussion on Lakeview Pointe Seniors

President Winget read a letter from Property Manager Starnes, which is attached to these minutes as part of the meeting record, and states residency occupancy data, and expected dates for completion of certain project features. President Winget said the information provided was not particularly helpful. Director Holston



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said he thought much of the project items the letter indicates are still needing completion were already done. President Winget said he wanted a timeline on club house completion and the number of units per building. Director Holston suggested the Board might visit this Project to personally see the degree of completion. Executive Director Urrutia said he would contact project management to set up a tour of this development. Director Dunnican said she wants to know what properties are HFC properties? President Winget said One90 Main and Lakeview Point Seniors are our properties at this time. Executive Director Urrutia asked Attorney Bowen for a project payment schedule, and he said he would forward that to the HFC. There was no action taken on this agenda item.

President Winget said we would move on to agenda item 6, One90 Main Update.

6. One90 Main Update:

President Winget said the HFC received an update from One90 Main in the form of a memo from Christina Lozano, which states they have eighty-nine occupied units at 27% occupied and are at 34% leased. There are two buildings not occupied yet. After a brief discussion about this memo, President Winget said we should move on to agenda item 4.

There was no action taken on agenda item 6.

President Winget said we should discuss agenda item 4 in Executive Session with Legal Counsel. At this time, he read the rules pertaining to Executive Sessions.

The HFC Board of Directors began the Executive Session at 4:46PM.

The HFC Board of Directors reconvened the regular Board meeting at 5:15PM, after a 5-minute recess.



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8.Update on Down Payment Assistance Programs:

Director Dunnican presented a slide program on the Texas Department of Housing and Community Affairs, and what other cities in Texas are doing around Affordable Housing. She recommended partnering with the Texas Home Buyers Program, since her primary loan officer says this is the best. There are different options, but this is the best. They offer down payment assistance and closing cost assistance to moderate income home buyers, as well as no down payment, lower mortgage rate assistance and mortgage credit certificates for lower income home buyers. The process follows when the realtor or buyer identifies as lower or moderate income, they relate to an approved lender familiar with these products. The buyer is required to take a free home buyer education course, then the lender reserves the necessary funds with TDHCA. When the loan is approved, state funds are provided.

There are other special products for first time home buyers, Veterans, and purchases in a targeted census tract area. Director Dunnican then explained in detail how various loan programs, qualification limits, home price limits and other requirements would apply, for example, the buyer must live in the home for at least three years and there is no interest on these loans. Director Dunnican then described how the McKinney, Capital Area, and Harris County HFCs are providing up to \$5,000 and \$10,000 gift supplements to these TDHCA grants. This could be something the RHFC might investigate at some time in the future.

President Widget asked if realtors and lenders are generally in favor of working with these programs, and Director Dunnican said yes, they add to their sales. Director Dunnican concluded her remarks by encouraging the HFC Board members to explore the Texas Home Buyer Program.com website for additional information. Director Dunnican pointed out the RHFC website needs improvement and updating, and President Winget offered to investigate working on that.

There being no further discussion or questions on this agenda item, President Winget said we would move to agenda item 9.

There was no action taken on agenda item 8.



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9. Vision/Mission Statement of the RHFC:

Director Dunnican presented the following draft mission statement for HFC Board Consideration:

“Our mission is to expand home ownership opportunities by connecting individuals and families in Rowlett with affordable housing solutions through strategic partnerships and programs. We aim to provide access to resources, build awareness, and promote opportunities that make single-family home ownership more attainable. Our goal is to make the dream of home ownership a reality for all, improving quality of life and building generational wealth.” The RHFC is dedicated to fostering quality affordable housing. Director Holston asked for a copy of the draft mission statement he provided to the HFC Board at a previous meeting. This was provided to the Board and consideration was given to combining the two drafts into one at the next HFC Board meeting.

Director Dunnican suggested some editing of her statement, and after some additional discussion this item was postponed for further deliberation, there being no further discussion of this item, President Winget recommended Adjournment.

There was no action taken on agenda item 9.

10. Adjournment:

The next RHFC Board of Directors meeting was scheduled for Tuesday, October 29, 2024, at 4:00PM.

There being no further business, the RHFC Board of Directors meeting was adjourned at 6:17PM.

Adjournment:

There being no further business, the meeting adjourned at 6:36PM.

Approved on October 29, 2024.


Jeff Winget 2024 President


Richard Kull 2024 Secretary