



4113 Main Street, Suite 105
Rowlett, TX 75088
rowletthfc.org

Board of Directors Meeting
Monday, November 13, 2023, at 4:00 p.m.
4000 Main St., Rowlett, TX 75088

MINUTES

PRESENT: Chair Margolis, Vice Chair Winget, Secretary Shinder, and Directors Schupp, and Bowers; Executive Director Urrutia; RHFC attorney David Berman.

1. Call to order.

Chair Margolis called the meeting to order at 4:03 p.m.

2. Public input:

There was no input from the public.

3. Approval of Minutes

The Executive Director noted that he forgot to include the minutes in the agenda packet.

Consensus: It was the consensus of the board to postpone approval of the minutes until the next meeting.

4. October 2023 financial report (Executive Director Urrutia)

The Executive Director reported that he was still waiting for this month's financial report from the accounting firm.

Consensus: It was the consensus of the board to postpone this item until the next meeting.

5. Update on Lakeview Pointe Seniors

a. Partnership agreement for TX Lakeview Seniors LP

b. Agreement with RISE Residential

c. Development agreement or contract

There was a brief discussion regarding completion delay, the number of LLCs involved and the complexity of the original and amended agreement and ancillary agreements.

EXECUTIVE SESSION: In accordance with the Texas Open Meetings Act, the Board convened into executive session to consult with the RHFC attorney to obtain legal advice regarding the agreements.

Executive session began at 4:07 pm.

Executive session ended at 4:45 pm.

The Board convened back into open session. No action was taken.

d. Update on Lakeview Pointe Seniors (monthly activity update)

Executive Director Urrutia provided an overview of the past month's activity and status, which included four move-ins and five move-outs. There were eight new applicants, with one denied and three cancelled. The property is 49.30% leased (including all three buildings). Still awaiting Certificate of Occupancy from the city for the clubhouse. Pool work has begun and is expected to be completed by the end of December.

6. Discuss transition plan to new Rowlett HFC Board of Directors

Executive Director Urrutia presented his recommendations to the Board for the appointment of permanent members. These include staggered terms for Board members, Board makeup of two councilmembers and three citizens with a strong background in real estate, development, finance/lending, and/or law, who understand and agree to the council's philosophy and mission statement for the RHFC, have the time to commit, and agree to abide by the RHFC policies.

After brief discussion, it was the consensus to add the criteria that members be Rowlett residents and be vetted in the same way as members of other boards, per the city's Boards and Commissions guidelines.

Consensus: It was the consensus of the board to have the city secretary put out a call for applications in January so as to proceed with appointments as soon as possible, and to bring this to the council at the second regular council meeting in January.

7. Discuss RHFC office space

This item was requested by Director Bowers, who expressed a desire for the RHFC to find an alternative to renting office space from Freedom Place Church. Executive Director Urrutia stated the rent is \$550/month and he doesn't believe there is space available at a comparable cost; also, the location is convenient as it's right across the street from city hall.

Consensus: It was the consensus of the board that this is a matter for the new, permanent Board to decide after they are appointed. In the meantime, the Executive Director can check into availability and cost of other spaces.

8. Items of Community Interest, Topics for future agenda

The following items were requested to be placed on the next agenda:

- Proposal by JPI for a development in the North Shore area (Chair Margolis)
- Preliminary budget for the next fiscal year (Executive Director Urrutia)
- Executive session to discuss six-month review of Executive Director (interim) contract (Vice Chair Winget)

The next meeting will be held on December 20 at 1:00 p.m.

9. Adjournment

Chair Margolis adjourned the meeting at 5:01 p.m.

Blake Margolis
Blake Margolis, Chair

ATTEST:

Debra Shinder
Debra Shinder, Secretary

DATE APPROVED: 12/20/23