



# HARRIS COUNTY HOUSING FINANCE CORPORATION

c/o HARRIS COUNTY COMMUNITY SERVICES DEPARTMENT

8410 LANTERN POINT DR., HOUSTON, TEXAS 77054

## Minutes

A meeting of the Harris County Housing Finance Corporation Board of Directors

was held at 9:00 am on February 28, 2024

Harris County Community Services Department – Auditorium, 8410 Lantern Point Dr. Houston, TX 77054

### Board of Directors:

David Corpus	President - Present
Jason McLemore	Vice President - Present
Chad Khan	Treasurer - Present
Thao Costis	Director - Present
Robert Belt	Director - Present
Mercedes Sanchez	Director - Present
Francisco Castillo	Director - Present
Dwight Jefferson	Director - Present
Vacant	Director

The following persons also attended the meeting: Rene Martinez, Carmen LaTorre, Steven Harris, Sheerah Walker, Craig Atkins, Graylin Guidry, Bianca Urbina, Hafsa Moinuddin, Amanda Rocha, Paola Martinez, and Rupa Sen representing Harris County Community Services Department (HCCSD), Gina Boul representing the County Attorney’s Office, Gary Machak, Joshua Karar and David Webb with Stifel, Elizabeth Bowes, Andy Prihoda with Bracewell, Sarah Andre with Structure Texas and Greg Whitley, Amanda Perkins, Bill Syrios with Stewardship, Joy Horak-Brown, Katie Anchondo and Ron Lastimosa with New Hope Housing, Jessica Mullins, Logan Kieweg with Impact Residential, Karen Briggs and Jason Holoubek with Avenue CDC, Nathan Kelley with Blazer Building, Ellen Moskalik with CCF and Scott Fletcher with TDHCA.

Mr. Martinez confirmed there was a quorum, and the designated meeting could move forward.

The following items will be brought before the Board of Directors for consideration and/or approval.

**1. Public Comments.**

No public comments.

**2. Approval of minutes from the January 17, 2024, Board Meeting.**

President Corpus requested a motion to approve the minutes of the January, Board Meeting. The motion was made by Vice President McLemore and seconded by Director Costis The motion was approved unanimously.

**3. Approval and discussion of payment of certain bills and expenses and Financial Report, and possible action with respect thereto: Financial Reports include the Treasurer’s Report, Balance Sheet, Income Statement, HCHFC Investments, and annual Budget vs. Year-to-date actuals**

President Corpus requested a motion to approve the Financial Report. The motion was made by Vice President McLemore and seconded by Director Costis.

### PRESENTATION

**4. Executive Director Comments.**

Mr. Martinez mentioned that the Houston at Ella groundbreaking is Mar 8<sup>th</sup>. This project will create 146 new Multi-Family Housing Units, with 115 designated as affordable. The HCHFC will own the land, and the project will enter a 99-year ground lease to maintain affordability. The unit mix will cater to various income brackets: those making 30% or less of the Area Median Income, those making 31%-50% of the Area Median Income, and those making 51%-60% of the Area Median

Income. Additionally, there will be units for individuals making between 61%-80% of the Area Median Income, along with 31 Market Rate Units. He also informed the Board members that some projects have previously been presented to the HFC board and are now going through the sequence of approvals.

Relative the TAAHP Conference in July, Mr. Martinez stated that the HFC budgeted for five persons, with three board members able to attend and asked for recommendations on attendees. Directors Hon. Jefferson, McLemore, and Costis are recommended to attend, with Mr. Martinez as well.

**5. Presentation by Developer, Request for approval of a Resolution of Support, and Funding request for a \$500 loan for the Stewardship Development LLC and East 43<sup>rd</sup> St., LLC DBA Structure Development, Veterans Memorial Village, located at 11415 Veterans Memorial. New Construction development consisting of 66 family-sized units – 18 one-bedrooms and 48 two-bedrooms, 9% Affordable Housing Tax Credit Project, located at 11415 Veterans Memorial Drive, Houston TX 77067, in Precinct 1.**

Sarah Andre presented to the Board. The project is located on Veterans Memorial Drive in Houston, Texas 77067, within Precinct 1 and plans to submit the 9% application by March 1<sup>st</sup>. Stewardship is based in Oregon and has over 700 properties in several other states. Greg Whitely, another owner also presented. The board is encouraged to provide a \$500 loan to support the project that is an essential 1-point on the application. President Corpus requested a motion to approve the request. Director Hon Jefferson made the motion to approve, and Vice President McLemore seconded the motion.

**6. Presentation by Texas Department of Housing & Community Affairs (TDHCA) Scott Fletcher-Director of Bond Finance, and Lisa Johnson-Director of Homeownership regarding HCHFC and TDHCA Single Family Mortgages Partnership Program: Overview, Status of Program, Future Opportunities, and planning for Workshop to Commissioners Court & County Judge's Ofc Staff, and subsequent business development workshops with prospective lenders and Brokers.**

Scott Fletcher – TDHCA Director of Bond Finance presented an overview on the HCHFC and TCHCA Single Family Bond Mortgage Partnership. He expressed THDCA's appreciation in the partnership and ability to leverage bond cap in assisting first time homeowners. Harris County was a pioneer in bond cap assignment, starting in 2020 and to-date has \$167M in bond assignments to TDHCA. Plans for website revamping and dashboard development were mentioned to enhance transparency and accessibility of program information and subsequent outreach meetings with the County, including development with new realtors and lenders that may join the program. Mr. Fletcher addressed considerations for additional down payment assistance programs through local HFCs coupled with the mortgages. The board acknowledged the importance of maximizing program impact while managing risk and costs associated with program administration, thus a desire to continue the partnership with TDHCA.

## **APPROVAL OF TRANSACTIONS**

**7. Trinity East Village Family Apartments transaction:** Discussion filings and agreements with the Texas Department of Housing and Community Affairs for low-income housing tax credits. Additionally, approval for the creation of HCHFC Trinity East Landowner, LLC, and its application for the American Rescue Plan Act (ARPA). No Action.

**8. New Hope Housing Avenue C Apartments transaction:** Discussion and approval of a resolution. This involves authorizing filings and agreements with the Texas Department of Housing and Community Affairs for low-income housing tax credits. Approval is also sought for the formation of HCHFC Avenue C Landowner, LLC, its ARPA application, other financing, and related matters for approval of the formation.

Joy Horak- Brown, President and CEO of New Hope Housing addressed the project terms and welcomed any additional input from the board. They mentioned that the presentation was included in the board package and encouraged further discussion if needed. The speaker highlighted the positive impact of the project, particularly in terms of transportation accessibility, and mentioned Metro light rail as a significant factor in the area's development. President Corpus requested a motion for board approval. Director Francisco made the motion to approve, and Director Jefferson seconded. The motion was unanimously approved.

**9. Cesar Chavez Foundation Tidwell Apartments transaction:** Discussion and approval of a resolution, including authorization for filings and agreements with the Texas Department of Housing and Community Affairs for low-income housing tax credits. Approval is also needed for the formation of HCHFC Tidwell Landowner, LLC, its ARPA application, other financing, and related matters.

Ellen Moskalik with CCF presented an overview on the project. After a brief discussion, President Corpus requested a motion for board approval. Director McLemore made the motion and Director Castillo seconded the motion. The motion was unanimously approved.

**10. Avenue CDC, Avenue on 34th Apartments transaction:** Discussion and approval of a resolution approving the execution of all necessary documentation for the transaction, authorizing financing, and addressing other related matters.

Jason Holoubek of Avenue CDC described the project and requested feedback from the board. The project is located outside the northwest corner of the 610 Loop in the Garden Oaks/Oak Forest neighborhood. He stated that Commissioners Court has approved the ARPA funding and the project has a gap in reaching permanent financing, thus the ARPA request. President Corpus requested the motion for board approval. Director Khan made the motion, and Director McLemore seconded the motion. The motion was passed unanimously.

**11. Blazer Building, Hartwood at Spring Shadows Apartments transaction:** Discussion and approval of a resolution approving the execution of all necessary documentation for the transaction, authorizing financing, and addressing other related matters.

Nathan Kelley presented the project and a site plan and stated after years of efforts, Blazer found themselves in an extremely promising position, with the last piece of the puzzle falling into place. He stated that Blazer will collaborate closely to ensure the provision of comprehensive services, emphasizing both physical and educational aspects for the residents within our community. He referenced the tables on the slide, which illustrated the breakdown of income categories by floor plans, along with corresponding rent brackets. He mentioned while certain aspects, like the tile work, align closely with the mockup, modifications have been made, including the fireplace. With a total of 125 units, the majority of 112 will be reserved for those meeting specific income criteria. President Corpus requested the motion. Director Khan made the motion and Director McLemore seconded the motion. The motion was passed unanimously.

**MEMORANDUM OF UNDERSTANDING**

**12. Zimmerman, Meadowbrook Plaza Apartments transaction:** Discussion and consideration of a resolution approving and authorizing the execution of a Memorandum of Understanding for the, and related matters. No action.

**13. Impact Residential Development, Memorandum of Understanding for the Kirkwood Crossing Apartments transaction:** Discussion and approval of a resolution approving and authorizing the execution of, and related matters.

Jessica Mullins and Logan Kieweg presented on the project. They confirmed having had discussions with Precinct 4 and also with staff from the Alief ISD. President Corpus requested a motion. Director McLemore made the motion, and Director Costis seconded the motion. The motion was passed unanimously.

**14. OTHER MATTERS**

Such other matters as may come before the Board.

Mr. Martinez asked the board if the 9:00 am time allotted for the Board meetings worked for them. Most of the board members agreed to a later time.

**15. Adjournment:** The meeting adjourned at 10:42 am.

**Secretary**

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**APPROVED:**

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