

**HOUSING AUTHORITY OF TRAVIS COUNTY
STRATEGIC HOUSING FINANCE CORPORATION
TRAVIS COUNTY FACILITIES CORPORATION
JOINT STRATEGIC PLANNING WORK SESSION
502 East Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
March 9, 2021
9:00 a.m.**

MINUTES

The Joint Work Session was conducted via Zoom on the above date.

<https://us02web.zoom.us/j/2496318264?pwd=TmVYWWEVRM3JRK1pPMHdhNmVDWTNvQT09>

- **CALL TO ORDER**

HATC Chair Robbye Meyer, called the meeting to order at 9:06 am.

ROLL CALL / CONFIRMATION OF QUORUM

Roll Call of Board Members: HATC Chairperson Robbye Meyer; Board member John Hernandez; Board member Ann Denton; Board member Eddie Karam (9:23 am) Board member Wilmer Roberts.

Staff in Attendance: CEO/Executive Director Patrick Howard; Executive Assistant Shannon Farese; Director of Real Estate Development Robert Onion; Asset Manager Keith Hoffpaur; Sr. Administrative Assistant Debbie Honeycutt; Director of Finance Subra Narayanaier.

Invited Guest: Robin Loving

CEO/Executive Director Patrick Howard certified the quorum at 9: 06 am.

- **PUBLIC FORUM / CITIZEN COMMUNICATION.**

There was no citizen communication.

- **REGULAR AGENDA**

CEO/Executive Director Patrick Howard provided a brief overview of intent and purpose of the Work Session and provided a brief introduction of the facilitator – Robin Loving. Staff proceeded to provided background information regarding the 4 most prevalent financing tools used by the agency to create affordable housing:

- Tax exempt bonds only;
- Tax exempt (4%) bonds without a partnership;
- Bond and 4% credits; and
- Public Facilities Corporation structure.

The analysis included information on typical set-asides; origination fee; ground lease fee; developer's fee; construction administration fee; conversion to permanent loan fee; cash flow, and residual upon sale. Because *Tax exempt (4%) bonds without a partnership* is not a tool that the agency has used to-date, the pros and cons of such were not discussed.

After much discussion amongst staff and Board members, there was collective general agreement regarding the following draft Policy Statements (with slight modifications recommended by the Real Estate Committee at a subsequent meeting held on Wednesday, March 17, 2021:

Policy Statement One:

The TCFC and SHFC shall set-aside a minimum of 50% of all proceeds generated via the issuance of Multifamily Housing Revenue Bonds only, including Public Facilities Corporation developments, and excluding 4% bond transactions that include a Partnership Agreement, to be specifically utilized for the benefit of extremely low income households, including the development of deeply affordable housing units. This would include the *Apartments at Tech Ridge*, *Limestone Canyon* and *Parkside Crossing* developments, and future projects meeting the tenets of this Policy.

Policy Statement Two:

The SHFC shall set-aside a minimum of 10% of all proceeds generated via all real estate transactions, to include development fees, the issuance of all future 4% Multifamily Housing Revenue Bonds, and all other real estate transactions, to be specifically utilized for the benefit of extremely low-income households, including the development of deeply affordable housing units. *[Emphasis shall be placed on acquiring or developing units to be owned by HATC or SHFC to achieve the Policy mission.]*

Policy Statement Three:

The TCFC and SHFC shall encourage the inclusion of housing units for extremely low-income persons via the use of tools such as average income test and other programs to serve extremely low-income households.

As a part of the exercise of wordsmithing draft Policy Document language, there was discussion regarding the need to develop a strategic plan in the future to identify strategies to establish specific target goals and strategies related to affordable housing development.

- **EXECUTIVE SESSION**


There was no Executive Session discussion.

- **ADJOURNMENT**

Board member Eddie Karam made a **motion** to adjourn the Board meeting. Board member Ann Denton seconded the motion, which **passed** unanimously.

The Board meeting adjourned at 11:28 am.

Respectfully submitted and approved,



Patrick Howard, CEO/Executive Director