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AGENDA

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**CITY OF DALLAS HOUSING FINANCE CORPORATION  
BOARD OF DIRECTORS MEETING**

CITY SECRETARY  
DALLAS, TEXAS

**(SPECIAL CALLED)**

**Tuesday, January 28, 2020 at 11:00 AM  
City Hall – Briefing Room, 6ES  
1500 Marilla, Dallas, Texas 75201**

**Officers:**

Marcy C. Helfand, President  
Vacant, Vice President  
Ryan Garcia, Secretary  
Vacant, Treasurer

**Board of Directors**

Brad Nitschke, Director  
Robin L. O’Neal, Director  
Benard Miraglia, Director  
Juan J. Garcia, Director  
Joshua Vernon, Director

Matthew Marchant, Director  
Beatrice Alba Martinez, Director  
Vacant, Director  
Vacant, Director  
Vacant, Director

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1. Call to Order – **Marcy C. Helfand, President**
  2. Introduction of New Board Members, Benard Miraglia and Robin L. O’Neal and New City Staff Liaison, Kyle Hines – **Marcy C. Helfand, President**
  3. Roll Call – **Avis F. Chaisson, Assistant General Manager**
  4. Public Testimony – Public Comments on Item Nos. 5, 6, 7, 8, 9 and 10 – **Marcy C. Helfand, President**
  5. Approval of the Minutes for the August 13, 2019, September 10, 2019, October 8, 2019, November 5, 2019, and January 14, 2020, Meetings– **Marcy C. Helfand, President**
  6. Discussion and Adoption of Resolution for Appointment of Avis F. Chaisson as the Corporation’s General Manager and Kyle Hines as the Corporation’s Assistant General Manager – **Marcy C. Helfand, President**
  7. Consider and Adopt Resolution Amending the Corporation’s Multifamily Financing Application, Procedures, and Regulations – **Kyle Hines, Economic Development Manager, George Rodriguez, Corporation Bond Counsel, Camisha Simmons, Corporation Co-Counsel, Claire Merritt, Associate, Hilltop Securities, Inc.**
  8. Consider and Adopt Resolution to Engage and Enter into an Agreement in an Amount Not to Exceed **\$50,000.00** with Brown, Graham & Company, P.C. to Provide Financial and Accounting Services to the Corporation and its Related Entities – **Avis F. Chaisson, Assistant General Manager, Camisha Simmons, Corporation Co-Counsel, Claire Merritt, Associate, Hilltop Securities, Inc.**
  9. Recommendations for Internal Control to Address Material Weaknesses Noted in the Corporation’s 2017 and 2018 Financial Audits – **Avis F. Chaisson, Assistant General Manager**

10. Resolutions for Dallas Stemmons Apartments a Multifamily Residential Development to be Located at 11070 N. Stemmons Freeway:
  - a. Consider and Adopt Resolution Approving an Agreement with Palladium USA International, Inc. for the Development of Dallas Stemmons Apartments a Multifamily Residential Development and Authorizing the Formation of Dallas Stemmons GP, LLC to Act as the General Partner of Dallas Stemmons, Ltd., the Partnership Developing, Owning and Managing the Project – **Kyle Hines, Economic Development Manager**
  - b. Consider and Adopt Resolution Approving the Actions of the Corporation as at Least **65%** Owner Along With a to be Determined Historically Underutilized Business (“**HUB**”) as at Most **35%** Owner of Dallas Stemmons GP, LLC, the General Partner of Dallas Stemmons, Ltd., Approving all Actions Necessary for the Admission of the General Partner into Dallas Stemmons, Ltd., and Approving all Other Actions Necessary for the Financing, Development and Operation of Dallas Stemmons Apartments – **Kyle Hines, Economic Development Manager**
  - c. Consider and Adopt a Resolution Approving the Creation of a Limited Liability Company with the Corporation as the Sole Member with the Texas Secretary of State to be named DHFC Stemmons Developer, LLC and all Actions of DHFC Stemmons Developer, LLC Necessary for the Financing, Development and Operation of Dallas Stemmons Apartments – **Kyle Hines, Economic Development Manager**
  - d. Consider and Adopt a Resolution Approving the Creation of a Limited Liability Company with the Corporation as the Sole Member with the Texas Secretary of State to be named DHFC Stemmons Landowner, LLC and all Actions of DHFC Stemmons Landowner, LLC Necessary for the Acquisition of Approximately **4.9** Land Located at 11070 N. Stemmons Freeway, Entering into a Long-Term Ground Lease with Dallas Stemmons, Ltd. and Management of the Land – **Kyle Hines, Economic Development Manager**
11. Presentation by City Attorney’s Office on Robert’s Rules of Order and the Texas Open Meetings Act – **Bert Vandenberg, Assistant City Attorney**
12. Public Comment – **Marcy C. Helfand, President**
13. Future Agenda Items – **Marcy C. Helfand, President**
  - a. Consideration and Adoption of the Corporation’s 2020 Annual Budget – **February 11, 2020**
  - b. Opportunities for the Corporation to Acquire Housing Tax Credit Properties Ending Their Initial 15-Year Compliance Period – **TBD**
14. Adjourn – **Marcy Helfand, President**

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

- 1) Contemplated or pending litigation or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meeting Act.

- 2) The purchase, exchange, lease or value of real property, if the deliberation in any open meeting would have a detrimental effect on the position of the city in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
- 3) A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
- 4) Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
- 5) The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.
- 6) Deliberations regarding Economic Development negotiations. Section 551.087 of the Texas Open Meetings Act.
- 7) Deliberations of security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. Section 551.089 of the Texas Open Meetings Act.

#### **HANDGUN PROHIBITION NOTICE FOR MEETING OF GOVERNMENTAL ENTITIES**

**“Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.”**

***“De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta.”***

**“Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.”**

***“De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista.”***