

STATE OF TEXAS
COUNTY OF COLLIN

HOUSING FINANCE CORPORATION
MEETING MINUTES
NOVEMBER 25, 2013

On Monday, November 25, 2013, the Housing Finance Corporation of Collin County, Texas, met in Regular Session in the Commissioners' Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

President Keith Self
Director Matt Shaheen, Precinct 1
Director Cheryl Williams, Precinct 2
Director Chris Hill, Precinct 3
Director Duncan Webb, Precinct 4

1. President Self called to order the meeting of the Collin County Housing Finance Corporation at 2:07 p.m.

2. **Consent agenda to approve:** President Self pulled item a of the consent agenda for discussion.

a. **AI-37697** Funding recommendations for the Collin County Housing Project Finance Assistance Program and budget amendment in the amount of \$1,060,000 for same, Planning Board.

Mark Reid, Planning Board, came forward to address the Court. Mr. Reid asked for any questions on the recommendations.

Director Shaheen was concerned with the proposal of the McKinney Housing Authority. Their request was \$250,000 and the recommended amount to them is \$100,000. This is a governmental entity and the Director was under the assumption that these funds were going to non-profit organizations. The Director asked if the recommended amount of \$100,000 is going directly to the McKinney Housing Authority or are they going to turn around and give it to non-profits. Mr. Reid explained that the funds will be used by the entity for the rehabilitation of senior housing in the City of McKinney. The Board discussed the fact that this is a government entity but decided the project warranted funding. One of the criteria the Board used was how many lives are impacted by the amount of dollars spent. This will impact the lives of a large number of seniors in McKinney and this is the recommendation of the Board for the approval of the Court.

Director Shaheen noted that the non-profit organizations are receiving about half of what was requested and questioned why City House is receiving \$80,000 which is less than half of the requested amount of \$300,000 for the project in Frisco.

Mr. Reid stated that all programs were excellent but the Board looked at how many lives would be impacted. City House has a great program but the number of lives impacted was relatively low so the Board kept the funding at a lower level. The Board looked at several criteria including the impact for potential economic development and matching funds available.

Director Webb ask how many Board members are fully engaged in this process. Mr. Reid stated there are 15 Board members and there is a subcommittee of five members engaged in this process. The Director also asked how long each application was reviewed for due diligence. Mr. Reid explained the Board received and reviewed 11 applications. After reviewing the applications, 30 minute interviews were conducted with each applicant. From there the Board deliberated and then conducted second interviews with four of the applicants. The Planning Board then decided to interview the remaining applicants a second time. Three of the applicants were eliminated for not meeting the criteria or not submitting the application by the deadline. The length of the process from the time the committee began to the final recommendations was approximately 18 months.

President Self believed that the Court removed the \$150,000 cap so that fewer grants would be awarded to maximize the impact. Looking at the list, President Self shares Director Shaheen's concern of funding being awarded to a governmental entity when the intent was to award non-profits. The Green Extreme Homes project is \$6 million and they were awarded \$30,000. President Self recommended that the Court reconsider the Green Extreme Homes recommendation and the McKinney Housing Authority recommendation. President Self would like the Samaritan Inn to stay at \$400,000 and the North Collin County Habitat for Humanity, City House and Emily's Place to each receive \$220,000. This would lower the number of grants to four and maximize the number of lives impacted.

Director Hill wanted to confirm President Self's recommendations. The Director asked if the following recommendation is correct: to remove allocations from McKinney Housing Authority and Green Extreme Homes and allocate those funds to City House. President Self said no and explained that the reallocation is \$400,000 to Samaritan Inn and \$220,000 allocated each to North Collin County Habitat for Humanity, City House and Emily's Place.

Director Williams agreed with the assessment of the McKinney Housing Authority and the Green Extreme Homes and was comfortable with the reallocation. It is important to note that the funding to Emily's Place will implement the first phase of the project and impact a comparable number of people to City House.

Director Hill asked, following a decision, what is the procedure for funding the projects. Mr. Reid explained there will be an interlocal agreement with each of the organizations that will cover the requirements. These grants are reimbursement programs. The organizations will spend the money and then apply for reimbursement. Director Hill also asked if the Board will continue to monitor the projects and if there is any stipulation of a deadline for the organizations to request reimbursement. Mr. Reid stated that this was built into the grant giving six months to begin and one year to complete. Bill Bilyeu, County Administrator, explained the Court gave the Planning Board approval to maintain and monitor the programs and recommend changes to the Court. Matching funds are in place with each of the programs and they have met the grant criteria and are ready to move forward.

Director Webb asked if the Board was aware if any parameters were given for government agencies to be able to fund their projects. Mr. Reid believes there were no parameters spelled out in the grant criteria, but would have to review it.

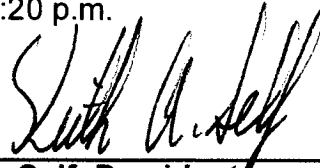
President Self made a motion to approve the reallocation. (Time: 2:20 p.m.)

Motion by: President Keith Self
Second by: Director Cheryl Williams
Vote: 4 – 1 Passed
Nay: Director Duncan Webb

H.F.C. RESOLUTION NO. 2013-03-11-25

EXECUTIVE SESSION

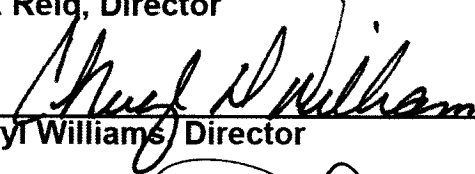
The Board did not recess into Executive Session. There being no further business of the Board, President Self adjourned the meeting at 2:20 p.m.



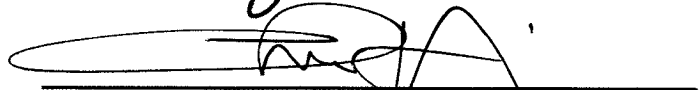
Keith Self, President



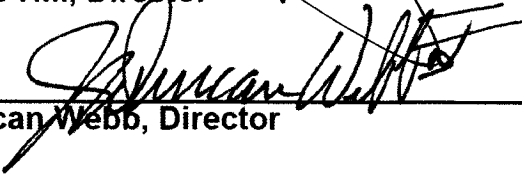
Mark Reid, Director



Cheryl Williams, Director



Chris Hill, Director



Duncan Webb, Director