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**Dallas Housing Finance Corporation Board of Directors Meeting**

2020 AUG 24 PM 3: 53

CITY SECRETARY  
DALLAS, TEXAS

**Meeting Record**

**July 14, 2020**

**Via Microsoft Teams**

Meeting Link: [Join Microsoft Teams Meeting](#)

**Audio Only:**

Phone Number: 469-217-7604 -- Conference ID: 265 186 437#

The Dallas Housing Finance Corporation Board of Directors meetings are recorded. Agenda materials and audiotapes may be reviewed/copied by contacting the Boards Coordinator at 214-670-1686.

**Meeting Date:** July 14, 2020

**Meeting Start time:** 12:02 PM

<b>Board Members Present:</b> President Marcy C. Helfand Vice President Brad Nitschke Secretary Ryan Garcia Treasurer Benard Miraglia Director Joshua Vernon Director Matthew Marchant Director Shan Zaidi Director Beatrice Alba Martinez Director Dr. Jesseca E. Lightbourne <b><u>Board Members Absent:</u></b> Director Robin L. O’Neal	<b>Staff Present:</b> Kyle Hines, Assistant General Manager Marichelle Samples, Sr. Assistant City Attorney II Julianna Pak, Assistant City Attorney Eric Ochel, Housing & Neighborhood Revitalization  <b><u>Guest Present:</u></b> Candice Harris, Regional Manager, CF Real Estate Services, LLC Theresia Oates, Senior Regional Property Manager, The NRP Group Jessica Chen, Brown, Graham & Company, P.C.
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**AGENDA:**

- Dallas Housing Finance Corporation Board of Directors Meeting called to Order by - **President Marcy C. Helfand**
- Roll Call – **Eric Ochel, HFC Liason**
- Public Testimony – Public Comments on Item Nos. 4 and 7**  
There were no public comments on Item Nos 4 and 7
- Approval of June 09, 2020 Dallas Housing Finance Corporation Board of Directors Meeting Minutes**

Presenter(s): President Marcy C. Helfand

**Action Taken/Boards Recommendation(s):** Motion made to approve the minutes

<b>Motion made by</b> Director Zaidi	<b>Motion second by</b> Director Vernon
Item passed unanimously: <u>X</u>	Item passed on a divided vote: <u>      </u>
Item failed unanimously: <u>      </u>	Item failed on a divided vote: <u>      </u>

**Follow-up (if necessary):** Add motions/seconds to July 14 minutes.

5. **Briefing on Quarterly Operational Budget Report for Providence Mockingbird at 1853 West Mockingbird Lane**

Presenter(s): Candice Harris, Regional Manager, CF Real Estate Services, LLC

**Action Taken/Committee Recommendation(s)** No Action Taken

Motion made by	Motion seconded by
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

6. **Briefing on Quarterly Operational Budget Report for Sterlingshire Apartments a 9415 Bruton Road**

Presenter(s): Theresia Oates, Senior Regional Property Manager, NRP Group

**Action Taken/Committee Recommendation(s)** No Action Taken

Motion made by	Motion seconded by
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

7. **Consider and Adopt Resolutions to Engage and Enter into Agreements in Amounts Not to Exceed \$75,000 with Brown, Graham & Company, P.C. to Provide Financial and Accounting Services to the Corporation and its Entities for the Years Ending December 31, 2019 and December 31, 2020**

Presenter (s): Kyle Hines, Assistant General Manager, Jessica Chen, Brown, Graham & Company, P.C., Camisha Simmons, Corporation Counsel

**Action Taken/Committee Recommendation(s)** Motion Made to Approve the Item

Motion made by Director Zaidi	Motion seconded by Director Vernon
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

8. **Meeting of DHFC Providence at Mockingbird, LLC, the General Partner of Hines 68, LP, the Owner of Providence Mockingbird Apartments Located at 1853 West Mockingbird Lane (Property):**

Presenter (s): Camisha L. Simmons, Corporation General Counsel, Marcy Helfand, President, and Kyle Hines, Assistant General Manager

**The DHFC Board of Directors went into Executive Session at 1:02 pm**

- a. Executive Session Under Sec. 551.071 of the Texas Open Meetings Act to Receive Legal Advice Regarding Legal and Financial Issues Associated with Developer Fee Payment Obligations and Potential Courses of Action
- b. Executive Session Under Sec. 551.071 of the Texas Open Meetings Act to Receive Legal Advice Regarding a Wrongful Eviction Lawsuit Styled \_Sopuruchi Okeke-Ewo v. Hines 68, L.P., et al

- c. Executive Session Under Sec. 551.071 of the Texas Open Meetings Act to Receive Legal Advice Regarding Rights with Respect to Management of Property

**The DHFC Board of Directors went back into Open Session at 1:55 pm**

11. Future Agenda Items – **Marcy C. Helfand, President**

- a. Memorandum on Documents Approved by the Corporation’s President for Signature by the Corporation’s General Manager and/ or Assistant General Manager – **TBD**
- b. Consider and Adopt a Resolution Approving the Corporation’s 2020 Annual Budget – **To be prepared by Corporation and accounting services provider**
- c. Update on the Solicitation of Bids or Proposals for Professional Services for the Corporation including but not limited to Legal and Financial – **August 2020**
- d. Opportunities for the Corporation to Acquire Housing Tax Credit Properties Ending Their Initial 15-Year Compliance Period – **TBD**

12. Adjourn – **Marcy Helfand, President**

These minutes were approved by the City of Dallas Housing Finance Corporation Board of Directors on the 11 day of August 2020.

**APPROVE:**

Marcy C. Helfand

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Marcy C. Helfand  
President

**ATTEST:**

Ryan Garcia

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Ryan Garcia  
Secretary

Signature: Marcy Helfand  
Marcy Helfand (Aug 13, 2020 19:09 CDT)

Email: marcy@helfandpc.com

Signature:   
Ryan Garcia (Aug 13, 2020 20:21 CDT)

Email: ryanjgarcia3@gmail.com