

**DISTRICT OF COLUMBIA HOUSING FINANCE AGENCY  
BOARD OF DIRECTORS MEETING**

March 23, 2016  
815 Florida Avenue, NW  
Washington, DC 20001  
4:00 p.m.

**Minutes**

**I. Call to order and verification of quorum.**

The Chairman, Mr. Buwa Binitie, called the meeting to order at 4:12 p.m. and asked the Interim Secretary to the Board of Directors, Ms. Maria K. Day-Marshall, to verify a quorum. With three members present, the Board of Directors (the “Board”) had a quorum, and the meeting continued. The members present included Mr. Binitie, Mr. Stephen M. Green, and Mr. Bryan Scottie Irving.

**II. Approval of minutes from the February 9, 2016 board meeting.**

Chairman Binitie asked the Board if they had any comments to the February 9, 2016 Board Meeting minutes. A motion to approve the minutes as presented was made by Mr. Green and seconded by Mr. Irving. The minutes were approved by a chorus of ayes.

**III. Vote to close meeting to discuss an Agency personnel matter.**

Pursuant to the District of Columbia Administrative Procedure Act, a vote was called to close the meeting in order to discuss the appointment, employment, assignment, promotion, performance evaluation, compensation, discipline, demotion, removal, or resignation of government appointees, employees, or officials. An open meeting would adversely affect the personnel matters related to the Agency. (D.C. Code §2-575(b)(10)).

A motion to close the meeting was made by Mr. Irving and seconded by Mr. Green. The motion was approved by a chorus of ayes.

The meeting re-opened at 4:37 p.m.

**IV. Vote to close meeting to discuss the approval of the Plaza West, N Street Village and Deanwood Hills transactions.**

Pursuant to the District of Columbia Administrative Procedure Act, a vote was called to close the meeting to discuss, establish or instruct the Agency’s staff or negotiating agents concerning the position to be taken in negotiating the price and other material terms of the Plaza West, N Street Village and Deanwood Hills transactions. An open meeting would adversely affect the bargaining position or negotiating strategy of the Agency. (D.C. Code §2-575(b)(2)).

A motion to close the meeting was made by Mr. Green and seconded by Mr. Irving. The motion was approved by a chorus of ayes.

The meeting was re-opened at 5:30 p.m.

**V. Consideration of DCHFA Final Authorizing Resolution No. 2016-02 for Plaza West.**

Ms. Day-Marshall introduced the resolution and then introduced Mr. Anthony Waddell, Director of Public Finance. Mr. Waddell then introduced Mr. Martin Lucero, the Development Officer for the Plaza West transaction, who provided a brief overview of the project.

The principal developers executing the acquisition and construction of the project are Mission First Housing Development Corporation and Golden Rule Plaza, Inc. (the "Seller"). The project will be located at 307 K Street, N.W. and 1035 4th Street, N.W. in the Mount Vernon Triangle Neighborhood of Washington, D.C. The project involves the construction of one 12-story building containing 223 units and one level of underground parking with 51 spaces. The bedroom mix will be as follows: 10 studio units, 125 one-bedroom units, 68 two-bedroom units, and 20 three-bedroom units. The sponsor has elected to set aside 100 percent of the units at or below 60 percent of area median income ("AMI") including 82 units at 50 percent of AMI, 17 units at 40 percent of AMI, and 44 units at 30 percent of AMI. \$28 million in tax-exempt notes will be offered to Citibank with \$19 million in long-term notes and \$9 million in short-term notes. DCHFA will also issue \$16.1 million of subordinate bonds structured as a private placement with the Seller. Upon permanent loan conversion the Seller will tender the subordinate bonds in exchange for a note and subordinate mortgage.

Ms. Yvonne Williams, Chairman of the Board of Trustees for Bible Way Church, provided a history of the overall site development. Plaza West will be the final development of a series of affordable housing developments helmed by the Seller, the development arm of the church. Ms. Alicia Terry, President of the Seller was present in support of the project. Dan Henson of Henson Development Company, a consultant on the development, was also present as was Kent Neumann of Eichner, Norris and Neumann PLLC, the borrower's co-counsel. Elizabeth Everhart of Mission First Housing Development Corporation made a brief presentation to the Board highlighting the unique design elements of the development.

Board Members asked for clarification about the structure of the Seller loan. Mr. Neumann explained that by accepting a Seller Note in lieu of cash, Seller is providing a loan to the borrower to support the development of the project.

A motion to approve the Resolution was made by Mr. Green and seconded by Mr. Irving. The roll was called, and with three votes in the affirmative, the Resolution was approved.

**VI. Consideration of DCHFA Final Bond Resolution No. 2016-03 for N Street Village.**

Ms. Day-Marshall introduced the resolution and then introduced Mr. Waddell, who provided a brief overview of the project. The principal owner and sponsor of the project is NSV, LLC, a special purpose entity set up to own and operate the property by its principal, N Street Village, Inc., the developer. The project, located in Logan Circle in Ward 2 at 1333 N Street, N.W., consists of the acquisition, construction and rehabilitation of the existing eight-story building

containing two levels of underground parking. Once the rehabilitation is complete, the project will be comprised of 95 units which will include single room occupancy units, or SROs, one - bedroom, two-bedroom, and three-bedroom units. The SRO units are grouped together in sets of four to five units and share a kitchen, bathroom, and living room. SRO units will serve as permanent supportive housing for formerly homeless women.

Tracy Cecil, the Deputy Executive Director of N Street Village, provided a brief history of the project. Gerry Joseph, as a consultant for the developer of the project, provided additional details about the proposed development project. Mr. Binitie inquired about the relocation strategy for the proposed tenant-in-place rehabilitation. Mr. Joseph explained that residents will be asked to vacate their units from 8:00 a.m. until 5:00 p.m. daily and each unit will have a fully-functioning bathroom. The relocation coordinators and the developer have met with the tenants to inform them of the rehabilitation and relocation plans and to address any concerns that the tenants might have.

The resolution was moved by Mr. Green and seconded by Mr. Irving. The roll was called and with three votes in the affirmative, the Resolution was approved.

## **VII. Consideration of DCHFA Eligibility Resolution No. 2016-04 for Deanwood Hills.**

Ms. Day-Marshall introduced the resolution and then introduced Mr. Waddell. Mr. Waddell introduced Ms. Carolyn Fischer, the Development Officer for this transaction.

The principal developer and sponsor of this project is Deanwood Hills, LLC which is a joint venture partnership between Pennrose Properties, LLC and The Warrenton Group, LLC. The project is located in the Deanwood neighborhood in Ward 7 and consists of the acquisition and construction of a 150 unit apartment building. Fifty (50) of these units will serve as replacement units for the Lincoln Heights/Richardson Dwellings New Communities Initiative that is part of the District's overall investment strategy in that neighborhood. The development will be financed with both short and long-term tax-exempt obligations, a DMPED new communities loan, a DC Housing Authority loan, a Citi Community Capital loan, LIHTC equity, and a deferred developer fee. One hundred percent of the units will be set aside at or below 60 percent of area median income (AMI) levels. Of the 50 replacement units, 40 will be set aside for residents earning 30 percent or less of AMI and 10 units for residents earning 60 percent or less of AMI. Ivey Dench-Carter of Pennrose Properties provided a brief overview of the development. Other members of the development team who were present included: Chris Stinnett of The Warrenton Group, LLC, Sharif Alfar of Torti Gallas and Partners, Inc., Lee Goldstein from the Office of the Deputy Mayor for Planning and Economic Development, and Andre Gould from the DC Housing Authority. Mr. Alfar discussed the design of the building and provided a brief visual presentation. Ms. Dench-Carter discussed the history of working with the ANC and the civic association to help the project come to fruition.

Mr. Binitie asked for clarification of the process of returning residents who would be moving into the property after construction. Ms. Dench-Carter replied that the developer and the

management company will be meeting with the DC Housing Authority to discuss that very issue within the next week.

A motion to approve the resolution was made by Mr. Green and seconded by Mr. Irving. With three affirmative votes, the Resolution was approved.

### **VIII. Interim Executive Director's Report**

- The Agency has received an additional \$5 million of Hardest Hit Funds from the US Treasury and has applied for an additional \$10 million as well.
- A public notice for the Mortgage Credit Certificates has been published. There is a ninety day notice requirement which will expire in June.
- A ribbon cutting for the Arris occurred earlier today.
- Agency staff intends to refund several prior Risk Sharing transactions in order to achieve savings of up to \$6 million over the expected life of the bonds.
- At a conference hosted by Smith Research and Ratings, Ms. Day-Marshall discussed the Agency's rating with Standard & Poor's. Standard & Poor's would like to hear news from the Board about management changes at the Agency.
- The Agency has new single family product offerings: Freddie Mac Advantage with and without down payment assistance.
- Bonds 101 training for staff was conducted.
- The financial management software contract will be sent to the vendor tomorrow. Installation will begin in June.
- The South Capitol McKinney Act Loan has closed.
- The Agency launched its retirement plan on February 8<sup>th</sup>.
- The Board received several recently published articles regarding the Agency and developments that it has financed.

The meeting was adjourned at 6:41 p.m.

Submitted by Todd A. Lee, Acting Secretary to the Board of Directors on April 8, 2016.

Approved by the Board of Directors on April 12, 2016.