

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

July 9, 2014
815 Florida Avenue, NW
Washington, DC 20001
5:30 pm

Approved Minutes

I. Call to order and verification of quorum.

The Chairperson, Derek Ford, called the meeting to order at 5:37 PM and asked the Interim Secretary of the Board, Maria K. Day-Marshall, Esq. to verify a quorum. With five members present, the Board of Directors (Board) had a quorum and the meeting continued. Mr. Stanley Jackson participated via telephone.

The Chairperson asked the Board Members present to review the agenda. Hearing no amendments to the agenda, the Chairperson asked for a motion to approve the agenda, as presented. The motion was made by Ms. Leila Batties, Vice Chairperson, and seconded by Mr. Jackson. By voice vote, the agenda was unanimously approved.

II. Approval of minutes from the June 24, 2014 board meeting.

The Chairperson asked the Board Members present to review the draft minutes of the June 24, 2014 meeting. Hearing no amendments to the minutes, the Chairperson asked for a motion to approve the minutes, as presented. The motion was made by Ms. Leila Batties, Vice Chairperson, and seconded by Mr. Jackson. By voice vote, the minutes were unanimously approved.

III. Vote to close meeting to discuss the approval of the Metro Village project and bond transaction.

Pursuant to the District of Columbia Administrative Procedure Act, the Chairperson of the Board of Directors will call a vote to close the meeting in order to discuss, establish, or instruct the public body's staff or negotiating agents concerning the position to be taken in negotiating the price and other material terms of the Metro Village project and bond transaction. An open meeting would adversely affect the bargaining position or negotiation strategy of the public body. (D.C. Code §2-575(b)(2)).

A motion was made by Ms. Batties, Vice Chair, and seconded by Mr. Charles Lowery, Jr. The Chairperson moved the meeting into a closed session at which time the DCHFA staff presented the matter to the Board of Directors, and the Board of Directors asked questions regarding the project.

IV. Re-open meeting.

The Chairperson reopened the meeting at 6:24 PM.

V. Consideration of DCHFA Final Bond Resolution No. 2014-07 for the approval of Metro Village.

Ms. Day-Marshall, Interim Secretary to the Board, introduced the resolution to the Board for their consideration. Ms. Day-Marshall then introduced Mr. Anthony Waddell to present the matter to the Board.

Mr. Waddell, Director of Public Finance, presented the project to the Board of Directors. Mr. Waddell introduced members of the development team that included Don Tucker, AHD, Inc., Mike Tucker, Bruce Levin, Keystar LLC, Kent Neumann of Eichner, Norris and Neumann as counsel to the Placement Agent, and Trevor Tullius of Squire Patton Boggs, Bond Counsel.

The project, located in the Brightwood neighborhood of Ward 4, consists of the acquisition of improved land, the demolition of the existing improvements and construction of 150 unit multi-family housing complex. The 128,000 square foot multi-building complex will be located at 7051 through 7053 Spring Place Northwest, adjacent to the Takoma Park Metro Station. The five story, two building transit oriented development project will be constructed to meet the green community standards, including a community meetings room, an exercise room, a courtyard, a green roof, and exterior terraces.

The total development cost is \$33.9 million, or \$227,000 per unit. The construction budget is \$20 million, or approximately \$134,000 per unit. The project will be financed with short term, tax exempt bonds, LIHTC equity, deferred developer fee, and a subordinate loan from DHCD. The long term financing will be funded from the proceeds of an FHA mortgage loan. The bonds will be 100 percent cash collateralized. There is no operating subsidy for the project.

The bedroom mix is as follows: 24 efficiencies, 98 one bedroom units, 28 two bedroom units, for a total of 150 units. 80 percent of the units will be set aside at 60 percent of AMI, and 20 percent of the units will be rated at the market rate.

The closing is targeted for the end of the month.

Questions asked by the Board of Directors included the following:

- Is the alleyway public, and is it existing? The development team responded yes to both questions.
- Will some residents' entry doors open to the elements? The development team answered yes, some of the residents' entry doors will open to the courtyard while other residents' entry doors will open to a hallway.
- Did the project receive a map amendment to allow for the density on site? The development team answered, no amendment was needed. The project received a parking and loading clearance.

- Discuss the bike trail. The development team stated that the bike trail was added due to an agreement that the team has with WMATA.
- Discuss the bedroom size and mix. Are the sizes similar to other projects? The development team responded that yes, the sizes were similar to previous projects and similar to the project financed on Georgia Avenue (3 Tree Flats). At Metro Village, there are many different unit shapes, sizes and types given the design. Some of the larger units will be one and two bedroom lofts on the top floor.
- What are your plans for resident services? The development team stated that they organize the residents and help them create a tenant organization. Then the development team works with the tenants to determine the type of services needed and what activities the tenants would like to have on site. Also, Promised Land Baptist Church will be assisting with after school activities.
- What types of amenities are available for children? The development team responded that there is a community room in the building, on the ground floor of Building 1, which can also be used as an activity space. In addition, there are terraces for some units, a courtyard in Building 1, and an exercise room in Building 2.
- Are the transit subsidies that are being offered to residents indefinite? The development team responded yes. The tenants can choose from a car share membership, a metro card or a bike share membership.
- Who is your investor? The development team responded that the investor is primarily M&T and it is a private placement.

A motion was made by Mr. Jackson, and seconded by Mr. Lowery, Jr. The Interim Secretary called the roll, and the motion carried with 5 votes in the affirmative.

VI. Interim Executive Director's Report.

- **SOME Event** – The Harry and Jeanette Weinberg building will hold a ribbon cutting on Thursday, July 10, 2014 at 11 am.
- The Eastbrooke Apartments project closed on its financing on July 2, 2014. A summary of the transaction is in your Board package.
- **Volume Cap** – A handout showing the available volume cap was distributed to the Board. For 2011 there is \$250 million in volume cap available, all allocated for multifamily, for 2012 there is \$200 million in volume cap, all allocated for multifamily and for 2013, there is \$225 million in volume cap, all dedicated to multifamily. Each of the DCHFA's allocations is a portion of the city's total annual allocation.
- **RFP for Real Estate Advisory Services** – The draft solicitation will be ready by next week.

VII. Other Business.

- **Budget Update – Second Quarter of Fiscal Year 2014 Budget Progress Report** – The Interim Executive Director provided the 2nd quarter FY 2014 budget progress report. Each quarter's progress report is available about 45 days after the end of the quarter.

- **Vote to close meeting to discuss the terms of contracts related to Parkway Overlook.**

Pursuant to the District of Columbia Administrative Procedure Act, the Chairperson of the Board of Directors will call a vote to close the meeting in order to discuss, establish, or instruct the public body's staff or negotiating agents concerning the position to be taken in negotiating the price and other material terms of the contracts related to Parkway Overlook. An open meeting would adversely affect the bargaining position or negotiation strategy of the public body. (D.C. Code §2-575(b)(2)).

A motion was made by Ms. Batties, Vice Chair, and seconded by Mr. Lowery, Jr. The Chairperson moved the meeting into a closed session at which time the DCHFA staff presented the matter to the Board of Directors, and the Board of Directors asked questions pertaining to the contract.

VIII. Re-open meeting.

The Chairperson reopened the meeting at approximately 8:59 PM.

IX. Adjournment.

The meeting adjourned at 9:00 PM.

Submitted by Maria K. Day Marshall, Esq., Interim Secretary
July 18, 2014

Approved by the Board of Directors on July 22, 2014