

STRATEGIC HOUSING FINANCE CORPORATION OF TRAVIS COUNTY
BOARD OF DIRECTORS
REGULAR MEETING
1033 La Posada Drive, Suite 180
Austin, Texas 78752
August 14, 2025
11:00 a.m.

MINUTES

Strategic Housing Finance Corporation of Travis County held a Regular Board of Directors Meeting at 1033 La Posada Drive, Suite 180 Austin, Texas 78752 and via Zoom.

A recording and transcript of the meeting can be found online at:

<https://strategichfc.org/board-meetings/august-14th-2025>

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

A quorum was established, and President Jan Wenig called the meeting to order at 11:01a.m.

Directors in attendance: President Jan Wenig; First Vice-President Kecia Prince; Second Vice-President Ashley Huddleston via Zoom; Director Julio Gonzalez Altamirano via Zoom; Director Kerri Dorman; Director Beatriz (Bea) Arce.

Executive Coordinator Debbie Honeycutt certified the quorum.

Guest: Scott Marks with Duane Morris

Staff in Attendance: Executive Director Dianna Grey via Zoom; Deputy Director David Dinoff; Executive Coordinator Debbie Honeycutt; Administration Katie Adams; Operations Assistant Marisol Guerra; Director of Real Estate Alex Radtke; Development Manager Keith Hoffpauir; Development Analyst II Jackson Mabray; Portfolio Manager Chelley Lenz; Affordable Housing Assistant Anna Martinez; Development Analyst II Gloria Nguyen; Director of Planning & External Affairs Jim Ward; Housing Policy & Communications Specialist III Kaylin Rubin; and consultants Kevin Bryniak.

II. PUBLIC FORUM / CITIZEN COMMUNICAION

Sedalia Hodges and Frank Shealy addressed the board regarding issues at Residences at Decker Apartments.

Shoshana Krieger with BASTA read a testimony from a tenant Mosie Parks at Residences at Decker Apartments.

Bren Bradford with BASTA addressed the board regarding issues at Residences at Decker Apartments.

III. DIRECTOR'S REPORT

A. Update from the Executive Director

- Deputy Director David Dinoff presented the calendar overview.
- June 2025 Financials provided by Katie Adams, Director of Finance & Administration
- June 2025 Portfolio Data provided by Chelley Lenz, Portfolio Manager

IV. CONSENT AGENDA

A. Approval of the Minutes from the July 10, 2025 Regular Meeting.

President Jan Wenig called for a unanimous consent to **Approve** Item IV.A. The Item was **Approved** by unanimous consent.

V. ACTION ITEMS

A. Resolution No. SHFC-2025-22: To consider and take action to approve Employee Code of Conduct

Director Kerri Dorman made a **motion** to approve Item V.A. Resolution No. SHFC-2025-22. Vice-President Kecia Prince seconded the motion, which **passed** unanimously.

B. Resolution No. SHFC-2025-23: To consider and take action to approve Record Management Policy

Director Bea Arce made a **motion** to approve Item V.B. Resolution No. SHFC-2025-23. Vice-President Kecia Prince seconded the motion, which **passed** unanimously.

C. Resolution No. SHFC-2025-24: To consider and take action to approve Revised Bylaws

Director Kerri Dorman made a **motion** to approve Item V.C. Resolution No. SHFC-2025-24. Director Bea Arce seconded the motion, which **passed** unanimously.

D. Resolution No. SHFC-2025-25: To consider and take action to approve Procurement and Purchasing Standards

Vice-President Kecia Prince made a **motion** to approve Item V.D. Resolution No. SHFC-2025-25. Director Kerri Dorman seconded the motion, which **passed** unanimously.

- E. Resolution No. SHFC-2025-26: Consideration and possible action to authorize the execution of a Memorandum of Understanding regarding participation in the ownership and operation of Cambridge Villas Apartments, a multifamily residential development located at 15711 Dessau Road, Pflugerville, Texas 78660; and containing other provisions related thereto

Vice-President Kecia Prince made a **motion** to approve Item V.E. Resolution No. SHFC-2025-26. Director Kerri Dorman seconded the motion, which **passed** unanimously.

- F. Resolution No. SHFC-2025-27: Consideration and possible action to authorize the formation of SHFC Cambridge Villas Land, LLC (The “Ground Lessor”); Authorizing the designation of the corporation as the sole member of the ground lessor; Approving the form and substance of a limited liability company agreement and the execution therefore; ratifying certain actions heretofore taken in connection with the ground lessor; Authorizing the execution of documents and instruments necessary or convenient to carry out the purposes of this resolution; and containing other provisions related thereto

Director Kerri Dorman made a **motion** to approve Item V.F. Resolution No. SHFC-2025-27. Vice-President Kecia Prince seconded the motion, which **passed** unanimously.

- G. Resolution No. SHFC-2025-28: Consideration and possible action to authorize negotiation for the acquisition of Limited Partner interests in Cambridge Villas Apartments Limited Partnership (The “Partnership”); and the execution and delivery of an assignment agreement and other necessary documents to effectuate such interests acquisition, in connection with the partnership’s operation of a multifamily residential development located at 15711 Dessau Road, Pflugerville, Texas 78660 (The “Development.”); and containing other provisions related thereto

Item V.G. Resolution No. SHFC-2025-28 **was not** discussed.

- H. Resolution No. SHFC-2025-29: To consider and take action authorizing the Executive Director to negotiate and execute a lease agreement for office space.

Vice-President Kecia Prince made a **motion** to approve Item V.H. Resolution No. SHFC-2025-29. Director Kerri Dorman seconded the motion, which **passed** unanimously.

VI. DISCUSSION ITEMS

A. Budget: 2026 Revenue Projections

Katie Adams presented the 2026 Revenue Projections, Notes on Methodology and a 2026 Budget Timeline.

B. 2026 Budget Board Priorities

No discussion

C. Portfolio Report 1.0

Chelley Lenz and Alex Radtke presented a Mid-Year Performance Report.

VII. EXECUTIVE SESSION

- The Board of Directors may consider any item posted on the Agenda in Executive Session if there are issues that require consideration, and the Board of Directors announce that the item will be considered during such time in accordance with one or more of the following:
 - *Texas Government Code Annotated 551.071, Consulting with Attorney*
 - *Texas Government Code Annotated 551.072, Real Property*
 - *Texas Government Code Annotated 551.074, Personnel Matters*
 - *Texas Government Code Annotated 551.076, Security*
Texas Government Code Annotated 551.087, Economic Development Negotiations

A. Consult with counsel on litigation related to TX Lakeway Apartments, TX Creekview Austin, Austin Colorado Creek Apartments, and TX Austin Manor

Director Kerri Dorman made a **motion** to adjourn to Executive Session under Texas Government Code Annotated 551.071, Consulting with Attorney to discuss Item VII.A Director Bea Arce seconded the motion, which **passed** unanimously.

The Board adjourned to Executive Session at 1:06 p.m.
The Board reconvened at 1:59 p.m. No action taken.

VIII. ADJOURNMENT

There being no further business, the meeting adjourned at 2:00 p.m.

Respectfully submitted,



Dianna Grey, Executive Director and Secretary