

**MINUTES OF MEETING  
OF THE  
BOARD OF COMMISSIONERS**

A regular meeting of the Rhode Island Housing and Mortgage Finance Corporation Board of Commissioners was held on Thursday, December 21, 2006, at 8:30 a.m. at the Offices of the Corporation, 44 Washington Street, Providence, RI.

Commissioners in attendance were: Chairman Anthony Marouchoc; Vice Chairwoman Denise Barge; Michael Marques, Director of Department of Business Regulation; Kevin Flynn, designee for Beverly E. Najarian, Director of Department of Administration; and Christine Curley and Jose Monteiro. George Carvalho, designee for General Treasurer Paul J Tavares was absent.

Also in attendance were: Richard H. Godfrey, Jr., Executive Director; Thomas F. Hogg, Chief Financial Officer; Susan Bodington, Deputy Director; John Gordon, Director of Asset Management; Amy Rainone, Director of Policy; Carol Ventura, Director of Development; Cathleen Paniccia, Director of Homeownership and Administration; Leslie McKnight, Director of Servicing; Michael V. Milito, Corporation Counsel and Phil Campbell, Director of Marketing and Information.

Jayne M. Donegan, Counsel to the Corporation was also present, as were members of the public.

Pursuant to Chapter 46 of Title 42 of the General Laws of Rhode Island, notice of the meeting of the Board of Commissioners was posted in the Offices of the Corporation and at the first floor bulletin board in the State House.

Chairman Marouchoc called the meeting to order at approximately 8:34 a.m.

**Approval of Minutes of Board Meeting Held October 19, 2006 and the Informal Meeting Held on December 1, 2006**

Commissioner Curley requested that the minutes of the Informal Meeting held on December 1, 2006 be amended to reflect that the meeting adjourned at 11:50 a.m.

Upon a motion made by Commissioner Curley and seconded by Commissioner Flynn, the following was unanimously adopted as amended:

VOTED:       That the Minutes of the Board Meetings held October 19, 2006 and December 1, 2006 hereby are approved as amended with the correction that the Informal Meeting of December 1, 2006 adjourned at 11:50 a.m.

## **Chairman's Report**

Chairman Marouchoc congratulated Amy Rainone on her promotion to Director of the Policy Division. The Chairman also extended the Board's congratulations to Commissioner Carvalho on his new position with Senator Whitehouse.

Commissioner Monteiro arrived at this time for the meeting; at approximately 8:38 a.m.

## **Committee Reports**

An Audit committee meeting was held on December 1, 2006. Commissioner Marques, Chair of the Audit Committee, presented the report of the committee to the Board. The audit was unqualified and no material weaknesses were identified.

Copies of the minutes of the Audit Committees were provided in the December 21, 2006 board package and upon a motion made by Commissioner Barge and seconded by Commissioner Curley the minutes of the Audit Committee held on December 1, 2006 were unanimously approved.

## **Executive Director's Report**

Mr. Godfrey referred the Commissioners to the Executive Director's Report, which had been previously distributed and briefly commented on a few of the items.

## **Preliminary Approval of Preservation Financing for Fieldstone Apartments**

Mr. Godfrey made this presentation.

This Request for Action (RFA) is for preliminary commitment of financing for Fieldstone Apartments an existing family development. Preservation of Affordable Housing ("POAH"), the proposed purchaser of the property, has requested financing through Rhode Island Housing's Preservation Program to preserve the property's long-term affordability.

A representative of POAH was present to answer questions from the Board.

Upon a motion made by Commissioner Marques and seconded by Commissioner Curley the following resolution was unanimously adopted:

### **Resolution of the Board of Commissioners of Rhode Island Housing and Mortgage Finance Corporation**

**Whereas,** Rhode Island Housing and Mortgage Finance Corporation (the "Corporation") is authorized to make loans to mortgagors or sponsors for such developments as in the judgment of the Corporation have promise of supplying well-planned, well-designed apartment units which will provide housing for low- and moderate-income persons or families, or the elderly, or others in locations where there is a need for such housing;

**Whereas,** the Corporation intends to issue tax-exempt bonds for the purpose of financing qualified housing developments throughout the state;

**Whereas,** said bonds shall have a term not to exceed forty (40) years and shall be in the approximate amount sufficient to finance the mortgage, pay the costs of issuance, fund a capital reserve fund and to provide the capitalized interest if determined to be necessary;

**Whereas,** the applicant (“Applicant”) listed below has presented an application to the Corporation requesting tax-exempt financing to acquire and rehabilitate the building as set forth below:

<u>Development</u>	<u>Applicant</u>	<u>Tax Exempt Financing</u>
Fieldstone Apartments	POAH, Inc.	\$3,760,300

**Whereas,** Corporation staff has reviewed the submission and determined that this development may qualify for non-recourse financing under the Corporation’s enabling legislation, regulations, guidelines and policies.

**NOW, THEREFORE, IT IS HEREBY:**

**Resolved,** That Rhode Island Housing hereby approves a bridge loan to POAH under the Land Bank Program in an amount not to exceed \$2,150,000 for the acquisition of Fieldstone Apartments;

**Resolved,** That, subject to the special conditions listed below, Rhode Island Housing hereby approves tax exempt mortgage financing to POAH and its to be formed limited partnership in an amount not to exceed \$3,760,300 for rental housing located in Narragansett, Rhode Island to be financed by tax-exempt bonds;

**Resolved,** That Rhode Island Housing hereby declares that the firm approval of financing for the Borrower constitutes the affirmative official act of Rhode Island Housing of its intention to issue bonds to finance up to a \$3,760,300 first mortgage, plus the required bond reserve funds, and the related costs of issuance for the bond issue for the above-referenced develop pursuant to the Internal Revenue Code of 1986, as amended, and any regulations promulgated thereunder. This resolution shall take effect immediately upon adoption.

**Resolved,** That the foregoing resolutions are subject to the following conditions:

- Completion of all items required for firm commitment and closing in accordance with normal underwriting and processing requirements with mutually acceptable documentation.
- Acceptable final appraisal by an independent appraiser demonstrating that the

loan does not exceed 90% of the as-stabilized value of the property.

- An acceptable commitment letter from the equity provider for the transaction demonstrating syndication proceeds from 4% Low Income Housing Tax Credits in an amount sufficient to assure development feasibility. Syndicator must agree not to sell the tax credits to Fannie Mae or Freddie Mac.
- Approval by Rhode Island Housing of all members of the development team, including contractor, architect and management agent.
- Approval of a new operating budget.
- Approval by Rhode Island Housing of construction plans and specifications, and construction documentation.
- FHA Risk-Sharing approval for 50% of the first mortgage.
- Approval by bond underwriter and bond counsel that the loan will satisfy all required bond provisions for the bond issue.
- HUD approval that Residual Receipts may be used for rehabilitation of the property.

**Firm Approval of Preservation Financing for Georgiaville Apartments**

Mr. Godfrey gave an overview of this request.

This Request for Action (RFA) is for Firm Approval of permanent financing for Georgiaville Manor, an existing elderly development located in Smithfield, Rhode Island which was originally financed by Rhode Island Housing.

Upon a motion made by Commissioner Flynn and seconded by Commissioner Curley the following resolution was unanimously adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

**Whereas,** Rhode Island Housing is authorized to make loans to mortgagors or sponsors for such developments as in the judgment of the Corporation have promise of supplying well-planned, well-designed apartment units which will provide housing for low- and moderate-income persons or families, or the elderly, or others in locations where there is a need for such housing;

**Whereas,** The applicant (“Applicant”) listed below has presented an application to Rhode Island Housing requesting Permanent Financing to complete necessary improvements to the property as set forth below:

<b>Development</b>	<b>Applicant</b>	<b>First Mortgage</b>
Georgiaville Manor	Georgiaville Apartments, L.P.	\$2,640,000

**Whereas,** Rhode Island Housing staff has reviewed the submission and determined that this development may qualify for financing under Rhode Island Housing’s enabling legislation, regulations, guidelines and policies; and

**NOW, THEREFORE, IT IS HEREBY:**

**Resolved:** That, subject to the special conditions listed below, the Corporation hereby declares firm commitment approval for a construction loan to Georgiaville Apartments, L.P. in an amount not to exceed \$2,640,000 for rental housing known as Georgiaville Manor located in 20 Higgins Street, Smithfield, RI. to be financed by tax-exempt bonds;

**Resolved:** That the Corporation hereby declares that the firm commitment approval of financing for the Borrower constitutes the affirmative official act of the Corporation of its intention to issue bonds to finance up to \$2,640,000 for construction and the related costs of issuance for the bond issue for the above-referenced Development pursuant to the Internal Revenue Code of 1986, as amended, and any regulations promulgated thereunder. This resolution shall take effect immediately upon adoption

**Resolved,** That the foregoing resolution is subject to the following conditions:

- Completion of all items required for firm commitment and closing in accordance with normal underwriting and processing requirements,
- Approval by Rhode Island Housing of construction plans and specifications, and construction documentation.
- FHA Risk-Sharing approval for a minimum of 50% of the permanent first mortgage.
- Approval of a new operating budget.
- Approval by Rhode Island Housing of all members of the development team including the contractor.
- Approval by bond underwriters and bond counsel that the loan will satisfy all required provisions for the issuance of tax-exempt bonds.

**Resolved,** That the Executive Director, or any Deputy Director, and the Director of Development, each acting singly, shall take any and all actions they deem necessary to carry out the forgoing Resolutions.

**Revised Firm Commitment of Construction Financing for the Meadows**

Mr. Godfrey made this presentation.

This Request for Action (RFA) is for an amendment to the firm commitment of financing approved for The Meadows (“the Development”), a residential development for the elderly in North Smithfield. Neighborworks of the Blackstone River Valley (“NBRV”), a Rhode Island

non-profit housing developer, has submitted an application to Rhode Island Housing to fund the construction of 80 affordable apartments, a community room, health center, and offices.

Upon a motion made by Commissioner Curley and seconded by Commissioner Barge the following resolution was unanimously adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

**Whereas,** Rhode Island Housing and Mortgage Finance Corporation (the “Corporation”) is authorized to make loans to mortgagors or sponsors for such developments as in the judgment of the Corporation have promise of supplying well-planned, well-designed apartment units which will provide housing for low and moderate-income persons or families, or the elderly, or others in locations where there is a need for such housing;

**Whereas,** The applicant (“Applicant”) listed below has presented an application to the Corporation requesting a reservation of Bond Financing to acquire and build an elderly residential housing development as set forth below:

<b>Development</b>	<b>Applicant</b>	<b>Tax Exempt Financing</b>
The Meadows	Neighborworks of the Blackstone River Valley	\$16,000,000

**NOW, THEREFORE, IT IS HEREBY:**

**Resolved:** That, subject to the special conditions listed below, the Corporation hereby declares firm commitment approval for a construction loan to Neighborworks of the Blackstone River Valley and its to be formed limited partnership in an amount not to exceed \$16,000,000 for rental housing known as The Meadows located in North Smithfield, Rhode Island to be financed by tax-exempt bonds;

**Resolved:** That the Corporation hereby declares that the firm commitment approval of financing for the Borrower constitutes the affirmative official act of the Corporation of its intention to issue bonds to finance up to \$16,000,000 in construction funds and the related costs of issuance for the bond issue for the above-referenced Development pursuant to the Internal Revenue Code of 1986, as amended, and any regulations promulgated thereunder. This resolution shall take effect immediately upon adoption

**Resolved:** That the foregoing resolutions are subject to the following conditions:

- Syndication equity from the sale of tax credits in an amount sufficient to achieve project feasibility.

- Approval by bond underwriter and bond counsel that the loans will satisfy all required bond provisions for the bond issue.
- Final approval by Rhode Island Housing of construction plans and specifications, and construction documentation.
- Completion of HUD 202 and mixed finance closing requirements.
- Final approval of all development team members.
- Final commitment of all financing sources and assignment of sources to Rhode Island Housing during construction.
- A requirement that the Rhode Island Housing construction loan be the senior loan during construction

**Resolved:** That the Executive Director, any Deputy Director, or the Director of Development each acting singly, shall take any and all actions they deem necessary to carry out the forgoing Resolutions.

**Firm Commitment of Financing for North Elmwood Revitalization (GENS)**

Mr. Godfrey, along with Carol Ventura, Director of Development, made this presentation.

This Request for Action is for firm commitment of up to \$571,417 in 2006 9% tax credits, bridge loan financing, first mortgage financing and targeted loan funds for the North Elmwood Revitalization (“NER”) development in Providence. The Sponsor, Greater Elmwood Neighborhood Services (“GENS”), has proposed a 40-unit development in South Providence comprised of several scattered properties.

Upon a motion made by Commissioner Curley and seconded by Commissioner Monteiro the following resolution was unanimously adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

Whereas, Rhode Island Housing and Mortgage Finance Corporation (the “Corporation”) is authorized to make loans to mortgagors or sponsors for such developments as in the judgment of the Corporation have promise of supplying well-planned, well-designed apartment units which will provide housing for low and moderate-income persons or families, or the elderly, or others in locations where there is a need for such housing;

Whereas, the Applicant listed below has presented an application to the Corporation requesting an allocation of tax credits to acquire and rehabilitate a residential housing development as follows:

Whereas, the Corporation has been designated the Administrator of the Program in the State of Rhode Island; and

Whereas, staff for the Corporation has determined that the Applicant ("Applicant") listed below is eligible for the Program under the laws of the State of Rhode Island and the Federal Tax Code; and

Whereas, the Applicant has submitted an application to the Corporation for the reservation of tax credits from the tax credit authority available in the calendar year 2006 ("the Tax Credit") as follows:

Applicant	Development	First Mortgage	Targeted Loan	9% LIHTC	Bridge Loan
Greater Elmwood Neighborhood Services	North Elmwood Revitalization	\$75,000	\$495,000	\$571,417	\$5,300,000

Whereas, Rhode Island Housing staff has reviewed the submission, inspected the site, and determined that this development may qualify for financing under Rhode Island Housing's enabling legislation, regulations, guidelines and policies;

NOW, THEREFORE, IT IS HEREBY:

Resolved, That \$571,417 of allocated 2006 tax credits be reserved for the Applicant pursuant to Section 3 of the Rules and Regulations of Rhode Island Housing applicable to the Allocation of Low-Income Housing Tax Credits (the "Rules and Regulations of the Corporation"), and that the Executive Director, either Deputy Director and the Director of Development each acting singly be, and hereby is, authorized and empowered in the name of and on behalf of Rhode Island Housing to take any and all action necessary to cause such reservation to be effective; and further, that a final allocation shall be made at such time as the applicant complies with the requirements of the Act and the Rules and Regulations.

Resolved, That, subject to the special conditions listed below, the Corporation hereby approves financing for a bridge loan to North Elmwood Revitalization Limited Partnership (the "Borrower") in an amount not to exceed \$5,300,000 (the "Loan") for family housing located in Providence, Rhode Island

Resolved, That, subject to the special conditions listed below, the Corporation hereby approves financing for a taxable first mortgage loan to North Elmwood Revitalization Limited Partnership (the "Borrower") in an amount not to exceed \$75,000 (the "Loan") for family housing located in Providence, Rhode Island.

Resolved: That the Corporation hereby reserves up to \$495,000 in Targeted Loan funds for the Borrower.

Resolved, That the foregoing resolutions are subject to the following conditions:

- Evidence of HOME, NOP, and Lead funds in an amount sufficient to achieve project feasibility or the availability of alternative equity satisfactory to Rhode Island Housing;
- Syndication equity from the sale of LIHTCs and federal and state historic tax credits in an amount sufficient to achieve project feasibility;
- Final approval of plans, specifications and construction documentation;
- Acceptable final appraisal by independent appraiser demonstrating that the loans do not exceed 90% of the as-stabilized value of the property ;
- Completion of all items required for firm commitment and closing in accordance with normal underwriting and processing requirements with mutually acceptable documentation.

Resolved, That the Executive Director, any Deputy Director and the Director of Development, each acting singly, shall take any and all actions they deem necessary to carry out the foregoing Resolutions.

### **Approval of Prepayment for Crescent Park Apartments**

Mr. Godfrey presented this request.

This Request for Action (“RFA”) is for approval of the prepayment of the existing mortgage for Crescent Park Manor, an existing elderly development originally financed by Rhode Island Housing under the Section 8 program. Following the prepayment the owner intends to refinance the property with Ban of America and complete approximately \$2.6 million in capital improvements. In return for approval to prepay the existing mortgage the owner will agree to extend the affordability of the property for an additional 40 years.

Commissioner Monteiro did participate in the discussion or vote regarding this action since he is employed by Bank of America.

Upon a motion made by Commissioner Curley and seconded by Commissioner Barge the following resolution was adopted, with Commissioner Monteiro recusing:

### **Resolution of the Board of Commissioners of Rhode Island Housing and Mortgage Finance Corporation**

RESOLVED: That the prepayment of the existing first mortgage for Crescent Park Manor be, and hereby is, approved, subject to the following terms and conditions:

1. Final approval of the sources and uses of the proposed transaction including a commitment letter from the new Lender with terms and conditions.
2. Execution of a new 40 year Regulatory Agreement satisfactory to Rhode Island Housing for the development.

3. Final approval of the application materials submitted under the Regulations Governing Proposed Prepayments and Transfers, with the exception of such requirements that may be waived or modified by the Executive Director, consistent with the nature of this transaction and the protection of the interests of Rhode Island Housing.
4. Satisfaction of any additional requirements which the Executive Director believes to be necessary or advisable to protect the interests of Rhode Island Housing with respect to Crescent Park Manor.

RESOLVED: That the Executive Director, any Deputy Director, or the Director of Development, each acting singly, be and hereby is authorized to execute and deliver on behalf of Rhode Island Housing all documents necessary or advisable to consummate such prepayment and to take such further actions as he or she shall deem necessary or advisable in connection therewith.

**Approval of Awards Funding for the Special Needs Rental Production Program (SWAP: Smith Hill Community Development; East Bay Community Development and Pawtucket Citizens Community Development Corporation)**

Susan Bodington, deputy director outlined these awards. In accordance with an Advisory Opinion from the Ethics Commission, Mr. Godfrey did not participate in the review and a recommendation regarding this proposal since SWAP's Executive Director is Mr. Godfrey's wife. Commissioner Curley represented the board during the review of the proposals.

Rhode Island Housing has established the Special Needs Rental Production Program (the "Program") to provide resources for the production of rental housing for homeless, disabled and/or very low-income individuals and families. Under the Program, Rhode Island Housing provides amortizing and deferred loans to developers for the acquisition and development of housing with supportive services for special needs populations. Budget authority of \$2 million has been included in the fiscal year 2007 budget.

Applications are accepted on a rolling basis and are reviewed by a committee comprised of Development and Policy staff. In October 2006, the Board of Commissioners approved funding \$475,000 for two projects with a combined total of 24 permanent supportive rental units for homeless and disabled households.

Six new applications have been received since the October Board meeting. All applications were reviewed by the Committee and five are now recommended for funding. All applicants are Community Development Corporations that will partner with social service agencies to provide the required supportive services. All proposals are for permanent housing. Two are in Pawtucket, two in Providence and one in Warren. A total of 22 units of permanent supportive housing for very low-income homeless and disabled families and individuals will be rehabilitated and constructed with these funds.

Upon a motion made by Commissioner Flynn and seconded by Commissioner Barge the following resolution was unanimously adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

WHEREAS: Rhode Island Housing has established the Special Needs Rental Production Program and has authorized the disbursement of up to \$2,000,000 in Fiscal Year 2007 funds to eligible entities in order to create supportive rental housing for disabled, homeless and/or very low-income individuals and households, and;

WHEREAS: The applicants listed in Attachment B have submitted applications which meet the requirements of the Special Needs Rental Production Program and;

WHEREAS: Staff of the Corporation has reviewed each of the eligible applications submitted and recommends that Special Needs Rental Production funds be committed to the proposals in Attachment B;

NOW, THEREFORE, IT IS HEREBY:

RESOLVED: That Rhode Island Housing commits \$733,441 in Fiscal Year 2007 Special Needs Rental Production funds in accordance with the program description as approved by the Board of Commissioners of Rhode Island Housing to the proposals as recommended in Attachment B.

RESOLVED: That the Executive Director, the Deputy Director for Programs and the Director of Development, each acting singly be, and hereby is, authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolution.

**Approval of Amendment to the HOME Program Regulations**

Mr. Godfrey gave this presentation.

Since its inception in 1992, the Rhode Island HOME Program has financed the acquisition, construction and rehabilitation of 2,350 affordable homes and apartments throughout the State. More than \$46 million in HOME Program funds have been committed by Rhode Island Housing. Annually, HOME funds invested in developments generate approximately \$27 million in other public funds and private financing.

In May 2005 the Board of Commissioners adopted a change to the Rhode Island Housing HOME Program Rules and Regulations that involved the establishment of new priorities for funding.

In October 2006 the Board of Commissioners approved a proposed change that will allow applicants to apply for up to \$500,000 per municipality per year. On October 25, 2006 a notice

announcing the 30-day comment period was published in the Providence Journal. There were no requests for copies of the Amended Rules and Regulations and no comments were received. In response to a comment from the Board one minor change was made to the proposed regulations, substituting the word “municipality” for “town”.

Upon a motion made by Commissioner Curley and seconded by Commissioner Barge the following resolution was unanimously adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

WHEREAS, Notice of the proposed Third Amendment to and Restatement of Rhode Island Housing and Mortgage Finance Corporation Rules and Regulations Applicable to the HOME Investment Partnerships Program (the “Amended Rules and Regulations”) has been given in accordance with the Administrative Procedures Act, as set forth in Chapter 42-35 of the General Laws of Rhode Island of 1956, as amended; and no comment or other response has been received by Rhode Island Housing from any person regarding the proposed Rules; and

WHEREAS, pursuant to the provisions of Section 42-35-3 of the General Laws of Rhode Island as amended, consideration has also been given in developing the Amended Rules and Regulations to any significant economic impact the Rules may have on small business as defined in Section 42-35-1(h) of the General Laws of Rhode Island, 1956, as amended, and to any adverse economic impact on any city or town and based on the information available, no significant economic impact on small business and no adverse economic impact on any city or town was identified.

**NOW, THEREFORE, IT IS HEREBY:**

RESOLVED: That the Amended Rules and Regulations as attached hereto are hereby adopted in their entirety.

RESOLVED: That the Executive Director or his designee be, and hereby is, authorized, empowered and directed to file or cause to be filed the Amended Rules and Regulations in duplicate with the Secretary of the State of Rhode Island (the "Secretary"), to execute or cause to be executed any and all certificates, instruments, letters of instruction and documents as shall be required to cause the filing of the Amended Rules and Regulations, and to take such further action as he, in his sole discretion, shall deem necessary or desirable to effectuate the Amended Rules and Regulations.

**Approval of Contract with Organizational Development Consultant**

Mr. Godfrey gave background information regarding this contract.

Rhode Island Housing is in the process of updating its Strategic Plan to respond to changes in the affordable housing environment nationally and in Rhode Island, so that it can continue to fulfill its mission. Past and anticipated future changes at Rhode Island Housing have increased the need for the management, staff and Board of Commissioners to be more proactively involved in the administration of the organization to meet anticipated challenges.

Staff determined that outside assistance was needed to address the following critical components of staff development and strategic planning:

- Enhancing Management Capabilities
- Designing and Conducting Leadership Development Programs
- Developing and Facilitating Board and Staff Retreats
- Providing Individual Coaching for Executive Management Group
- Engaging External Partners in Agency Mission

In October 2006, Rhode Island Housing issued a Request for Proposals (RFP) from experienced organizational development consultants to assist it in the effective and efficient implementation of our Strategic Plan and vision for the future. The RFP was sent to eight firms and posted on the website maintained by the Rhode Island Division of Purchasing.

The following firms submitted proposals:

- New Commons
- Institute for Public Policy, Roger Williams University
- Daniel Penn Associates, LLC

Following evaluation of each proposal, staff recommends that New Commons be engaged to provide organizational development services. New Commons was chosen because it was the lowest bid, is a local firm and its principal is familiar with Rhode Island Housing.

Upon a motion made by Commissioner Flynn and seconded by Commissioner Denise the following resolution was unanimously adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

WHEREAS: Rhode Island Housing and Mortgage Finance Corporation (the “Corporation”) intends to engage in strategic planning and organizational development; and

WHEREAS: The activities will occur over a two year period; and

WHEREAS: Staff recommends awarding the Organizational Development Consultant Contract to New Commons for an estimated annual amount of \$40,000; and

NOW, THEREFORE IT IS HEREBY:

RESOLVED: That the Corporation be, and it hereby is authorized, to award a contract to New Commons for the performance of strategic planning and organizational development consultant services.

RESOLVED: That the Executive Director and the Deputy Director of Finance, each acting singly be, and hereby are, authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolution.

### **Approval of Publication of the RoadHome Rules and Regulations**

Mr. Godfrey made this presentation.

Rhode Island Housing has developed RoadHome, a new housing subsidy program designed to integrate housing and supportive services for populations who are homeless or at risk of homelessness. For the homeless, the program will be tenant based, flexible in its administration and have at its core, the belief that given appropriate support through community based services, permanent housing is a reality for many who are currently struggling to find or sustain housing. For those at risk of homelessness, there will be emergency cash assistance available. The intent of the program is to reduce the shelter population, expand the housing options available to serve the homeless and increase the self reliance of the Program participants.

Under the Program, Rhode Island Housing will provide rental and case management subsidies (subject to funding availability) to certified agencies in return for quality, affordable housing, case management services and access to the services outlined in the case management plan. Cash assistance will also be available for emergency assistance.

Staff has produced the proposed Rules and Regulations governing the administration of RoadHome (the "Proposed Regulations"). The Proposed Regulations are included as Attachment B, and set forth RoadHome criteria such as eligible populations and agencies, the process of agency certification, service requirements and the required standards to be eligible for the subsidy.

On October 27, 2006 a notice of Rhode Island Housing's intent to adopt the Program Regulations was placed in the Providence Journal for comment pursuant to the administrative Procedures Act. Additionally, a copy of the proposed regulations was sent to agencies that had participated in the development of the program. Comment was submitted from three agencies.

One agency requested that the description of agencies in which eligible participants access the program allow for agencies which have expertise and history servicing the homeless population, and not restrict it to agencies whose primary mission is servicing the homeless. Another noted that the minimum rent in their building was already set at \$25. The final comment was that the program did not fit the population served by an agency and that they would refer this population to Crossroads. The final regulations incorporate the suggestions made by the commenters.

Upon a motion made by Commissioner Marques and seconded by Commissioner Curley the following resolution was adopted:

**Resolution of the Board of Commissioners  
of Rhode Island Housing and Mortgage Finance Corporation**

WHEREAS, On October 19, 2006 Rhode Island Housing authorized the promulgation of the Rules and Regulations of the Corporation Applicable to the RoadHome Program (the "Regulations"); and

WHEREAS, Notice of the proposed Regulations has been given in accordance with the Administrative Procedures Act, as set forth in Chapter 42-35 of the General Laws of Rhode Island of 1956, as amended; and

WHEREAS, Rhode Island Housing received comment from three responders regarding the proposed Regulations and has incorporated the comments into the final Regulations; and

WHEREAS, Rhode Island Housing has determined that there is no alternative approach among the alternatives considered during the rulemaking proceeding which would be as effective and less burdensome to affected private persons; as another regulation, and that the proposed Regulations and the proposed Regulations do not overlap or duplicate any other state regulation; and

WHEREAS, Rhode Island Housing believes that it is necessary to adopt the proposed Regulations to provide housing and social service support for persons who are homeless or at risk of homelessness; and

WHEREAS, Pursuant to the provisions of Section 42-35-3 of the General Laws of Rhode Island as amended, consideration has also been given in developing the proposed Regulations to any significant economic impact the proposed Regulations may have on small business as defined in Section 42-35-1(h) of the General Laws of Rhode Island, 1956, as amended, and to any adverse economic impact on any city or town and based on the information available, no significant economic impact on small business and no adverse economic impact on any city or town was identified.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED: That the Rules and Regulations of the Corporation Applicable to the RoadHome Program as attached hereto are hereby adopted in their entirety.

RESOLVED: That the Executive Director or his designee be, and hereby is, authorized, empowered and directed to file or cause to be filed the proposed Regulations in duplicate with the Secretary of the State of Rhode Island (the "Secretary"), to

execute or cause to be executed any and all certificates, instruments, letters of instruction and documents as shall be required to cause the filing of the proposed Regulations with the Secretary, and to take such further action as he, in his sole discretion, shall deem necessary or desirable to effectuate the proposed Regulations.

There being no further business to discuss, a motion was duly made by Commissioner Curley and seconded by Commissioner Flynn adjourn the open meeting at approximately at 9:48 a.m.

Respectfully submitted,

Richard H. Godfrey, Jr.  
Secretary and Executive Director