

**Rhode Island Housing Development Corporation**

**Request for Action  
by  
Board of Directors**

**Proactive Development Activities**

1. Summary of Issues

This Request for Action (“RFA”) is to authorize the Proactive Development Committee of the Rhode Island Housing Development Corporation (the “Corporation”), which has been established pursuant to the by-laws of the Corporation (the “By-laws”), to carry out “proactive development activities” as such term is further defined in the resolution.

2. Discussion

The Board of Directors has established the Proactive Development Committee as a standing committee charged with planning and guiding such proactive development activities as may effectuate the purposes described in the State of Rhode Island FY 2024 budget and may otherwise be determined from time to time. The Chair recommends that the Committee, among other things, be empowered to select vendors and engage in transactions in keeping with guidelines and budgets approved by the Board, and to hire a President to staff the proactive development function, in compliance with applicable purchasing and procurement policies of RIHousing.

3. Recommendation

The Chair recommends the attached resolution for approval.

4. Attachments

A. Resolution

## ATTACHMENT A

### RESOLUTIONS OF THE BOARD OF DIRECTORS OF THE RHODE ISLAND HOUSING DEVELOPMENT CORPORATION

#### Proactive Development Activities

January 11, 2024

At a meeting of the Board of Directors of the Rhode Island Housing Development Corporation (the “Corporation”) duly noticed, convened and at which a quorum was present at all times, said Board of Directors approved the following recitals and took the actions reflected in the resolutions thereafter:

WHEREAS, the Corporation has amended its Bylaws to provide for Proactive Development Activities to be delegated and assigned to its Proactive Development Committee, as set forth in said Bylaws; and

WHEREAS, the Corporation desires to authorize certain Proactive Development Activities and direct the Proactive Development Committee and the President of the Corporation to implement those certain Proactive Development Activities as set forth in those resolutions of the Board set forth below.

NOW, THEREFORE, upon the affirmative vote of the Board of Directors of the Corporation, the Corporation hereby takes the following actions:

RESOLVED: That the Corporation does hereby create the position of President of the Corporation, a position to be filled by a candidate to be identified and appointed by the Proactive Development Committee who may be an employee of the Rhode Island Housing and Mortgage Finance Corporation or a consultant or contractor engaged for such purpose.

RESOLVED: That the Proactive Development Committee acting by and through the President, under the supervision and guidance of the Proactive Development Committee, hereby is authorized to perform “Proactive Development Activities,” which means the following:

1. In cooperation with other governmental agencies, non-governmental agencies, developers of housing and the public, assess and identify barriers to housing production in Rhode Island.
2. Identify and screen properties in Rhode Island for housing potential.
3. Develop or support the development of site plans, including engineering, surveying, architectural and financial planning and models with respect to properties supporting housing.
4. Make recommendations and assist in the facilitation and navigation of zoning, planning and permitting processes for housing projects.
5. Assist cities and towns in advancing the location and development of housing in their jurisdictions.
6. Build developer capacity and attract developers for development of housing in Rhode Island.

7. Assist in increasing pre-development activities and sites for housing development in Rhode Island.
8. Support efforts to identify and secure funding sources and opportunities for leasing, acquisition, development, construction, financing, public and private ownership, and management of housing.
9. Facilitate and implement the financing, assembly, acquisition, leasing, permitting and development of properties for housing, including but not limited to retaining of staff or consultants with respect thereto, in accordance with funding budgeted by the Corporation for such purposes and to the extent consistent with budgets or guidelines approved by the Board.
10. Utilize and deploy for Proactive Development Activities and Corporation operations the \$1,400,000.00 appropriated to the Department of Housing by the General Assembly as reflected in the FY 2024 annual budget in Article 1, Section 1 for the purposes of “Proactive Housing Development” including but not limited to retaining of staff or consultants with respect thereto; provided that (a) expenditures of the Corporation shall but subject to budgets approved by the Board of the Corporation and (b) employees of the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) utilized by, retained or otherwise assigned to the Corporation shall be subject to the personnel policies of RIHousing.

RESOLVED: That the President of the Corporation, under the guidance of the Proactive Development Committee, shall implement these resolutions in accordance with budgets or guidelines approved by the Board.

RESOLVED: That the Proactive Development Committee is authorized to select vendors, contractors, consultants, and professionals for Proactive Development Activities.

RESOLVED: That the Corporation is authorized to enter into any and all agreements, memoranda of understanding or other arrangements with RIHousing to memorialize the financial procedures, personnel assignments, utilization of consultants or other agreements between them to facilitate and implement the intent of these resolutions and Proactive Development Activities.

RESOLVED: That the President of the Corporation may sign draw-down and disbursement orders in support of Proactive Development Activities within budgets or guidelines approved by the Board.

RESOLVED: In accordance with all applicable laws, regulations, policies (including, to the extent applicable, RIHousing purchasing and personnel policies) and contracts to which the Corporation is a party, and in accordance with budgets approved by the Board, the Corporation acting by and through the President, acting singly, hereby is authorized, empowered and directed to implement such Proactive Development Activities as set forth herein, and the President hereby is authorized, empowered, and directed to prepare and cause to be executed and perform in the name of the Corporation any agreements, amendments, ancillary documents, transfer agreements, applications for entitlements or permitting, and other such instruments, statements, documents or amendments thereto upon such terms and conditions and with such changes, additions, deletions, supplements and amendments thereto

as the President executing or authorizing the use of the same shall determine to be necessary, desirable and appropriate in the best interest of the Corporation with respect to Proactive Development Activities.

RESOLVED: That in connection with any and/or all of the above resolutions the taking of any action, the execution and delivery of any instrument, document or agreement by the President in connection with the implementation of any or all of the foregoing resolutions or any Proactive Development Activities shall be conclusive of the President's determination that the same was necessary, desirable and appropriate and in the best interest of Corporation, and is hereby so authorized.