

**Housing Finance Authority of Leon County
June 13, 2019
Meeting Minutes**

MEMBERS PRESENT: Mr. Tom Lewis, Chairman
Ms. Marnie George, Vice-Chair
Treasurer Andrew Gay
Mr. Allen Stucks

ADMINISTRATOR: Mr. Mark Hendrickson
Ms. Susan Leigh

HFA LEGAL COUNSEL: Mr. Alex Fischer

COUNTY STAFF: Ms. Wanda Hunter
Mr. Shington Lamy
Mr. Matthew Wyman
Ms. Michelle Tipton

COUNTY ATTORNEY: None

GUESTS PRESENT: Commissioner Bill Proctor

Call to Order by Chairman Lewis

With a quorum present, Chairman Lewis called the HFA meeting to order at 12:00 P.M

Agenda Item #1: Membership Roll Call

Staff called the Membership Roll and attending members were Chairman Lewis, Vice-Chair George, Treasurer Gay, and Mr. Stucks. Secretary Sharkey, Ms. Milon and Mr. Rogers notified staff more than 24 hours before the meeting that they would be absent and were excused.

Agenda Item #2: Approval of the June 13, 2018, Agenda

Action Taken: Chairman Lewis called for a motion for approval of June 13, 2019 Meeting Agenda. Mr. Stucks motioned to approve, and it was 2nd by Vice-Chair George. Motion passed unanimously.

Agenda Item #3: Approval of the May 9, 2019 Minutes

Action Taken: Chairman Lewis called for a motion for approval of the May 9, 2019 Meeting Minutes. Mr. Stucks motioned to approve, and it was 2nd by Vice-Chair George. Motion passed unanimously.

Agenda Item #4: Public Comment

There was no public comment.

Action Taken: No action taken

Agenda Items #5A-5C Financial Reports, Budget & Expenditure Approvals

Treasurer Gay presented the Financial Reports, including the May 31 balance sheet, year-to-date expenditures and income, the backup materials, and the proposed expenditure and debit card approvals.

Action Taken: 5A & 5B Mr. Stucks motioned to accept the May 31, 2019 Financial Statement and Income and Expense Report, and it was 2nd by Vice-Chair. Motion passed unanimously.

Action Taken: 5C Mr. Stucks motioned to approve the proposed Expenditure and Debit Card Approval list, and it was 2nd by Vice-Chair George. Motion passed unanimously.

Agenda Item #6A: Presentation by County Commissioner Bill Proctor

Commissioner Proctor discussed various housing activities and issues, including the 32304 Task Force, the need for permanently affordable single family housing and a request that the HFA work with County staff on some type of housing whitepaper or plan of finance. A discussion followed, and Chairman Lewis thanked Commissioner Proctor for sharing his views with the HFA Board.

Action Taken: 6A No action taken

Agenda Item #6B: Magnolia Terrace Bond Application

Mr. Hendrickson updated the Board on the status of the proposed Magnolia Terrace financing, noting that TEFRA approval had been granted by the BOCC and that bond allocation had been reserved. He stated that the financing was in its early stages, and the bond sale would most likely take place in late 2019 or 2020.

Action Taken: 6A No action taken

Agenda Item #7A: County Report on Emergency Repair Program

Mr. Wyman and Mr. Hendrickson updated the Board on the status of the program,

Action Taken: No action taken

Agenda Item #7B: County Funding Request for FY 19-20

Mr. Hendrickson reported that the County has submitted their funding request for FY 19-20, which was included in the Board packet. He recommended funding at the levels requested by the County.

Action Taken Mr. Stucks motioned to approve HFA funding in FY 19-20 for County programs of \$50,000 for Emergency Repairs, \$1,500 for the Home Expo, and \$1,500 for the 9/11 Day of Remembrance and Service, and it was 2nd by Treasurer Gay. Motion passed unanimously

Agenda Item #8A: Real Estate

Mr. Hendrickson reported that the County had provided a detailed update on the status of properties being marketed by Ketcham Realty, and that eight properties had been sold in May with net proceeds to the HFA of \$44,200, and that payments for an additional eight properties had been received in June to-date with net proceeds to the HFA of \$61,337. Note: See Administrator Memo for list of properties. **The Board asked staff to determine why the Ketcham fee was lower on seven of the properties where payment had been received in June.**

Action Taken: No action taken.

Agenda Item #8B: FHFC Proposed LDA Status for Leon County

Mr. Hendrickson reported that FHFC had proposed that all of Leon County be declared a “Limited Development Area” (LDA), meaning that FHFC believed the market for affordable rental housing was saturated and that in general, applicants could not apply for Housing Credits or SAIL for deals in Leon County (with some exceptions). He stated that he had sent a letter to FHFC arguing that the LDA status was based on faulty data. Mr. Lamy stated that the County would also be sending a letter to FHFC.

Action Taken: No action taken.

Agenda Item #8C Legal Update

Mr. Hendrickson and Mr. Fischer reported on a proposed amendment to the Interlocal Agreement with the County related to the involvement of the HFA in DPA repayments received on County DPA loans. Mr. Hendrickson stated that it was determined that the loans were originally funded with SHIP, and that the SHIP rules governed their expenditure.

Action Taken: Mr. Stucks motioned to approve the amendment to the Interlocal Agreement with Leon County, and it was 2nd by Vice-Chair George. Motion passed unanimously.

Agenda Item #8D HFA DPA Loans

Mr. Hendrickson reported that a loan for \$4,950 had been repaid.

Action Taken: No action taken

Agenda Item 8E Escambia HFA Single Family Program Update

Mr. Hendrickson reported that Escambia County HFA had issued \$15 million of single family bonds, and that a payment of \$7,096.57 had been received in June as the HFA of Leon County’s participation fee.

Action Taken: No Action Required

Agenda Item #8F: Orange Avenue Redevelopment Project

Mr. Hendrickson reported that he had met with City and HUD officials on the proposed development, and had informed them that the HFA was open to providing bond financing for one or more phases of the project.

Action Taken: No action taken

Agenda Item #8G: To-Do List

Mr. Hendrickson reported that the to-do list was in the Board Packet.

Action Taken: No action taken

Agenda Item #8H: State Legislative Update

Mr. Hendrickson updated the Board on the 2019 Legislative Session.

Action Taken: No action taken.

Agenda Item # 9: Adjournment

On a motion by Mr. Stucks, 2nd by Treasurer Gay, the Board voted unanimously to adjourn the meeting at 1:27 P.M.

Tom Lewis, Chairman

Jeffrey Sharkey, Secretary Date:

EXPENDITURE & DEBIT CARD APPROVALS: JUNE 13, 2019

CHECK NUMBER	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	The Hendrickson Company	Administrator	5-15-19 to 6-14-19	\$ 3,583.33
1074	The Hendrickson Company	Administrator	6/13/2019	\$ 3,583.33
	Nabors Giblin & Nickerson	Legal	5-9-19 to 5-30-19	\$ 738.10
1075	Nabors Giblin & Nickerson	Legal	6/13/2019	\$ 738.10
1076	FLALHFA Travel Advance: Lewis	Travel	6/13/2019	\$ 272.28
1077	FLALHFA Travel Advance: Stucks	Travel	6/13/2019	\$ 287.44
1078	FLALHFA Travel Advance: Rogers	Travel	6/13/2019	\$ 257.20
1076-1078	Travel Advances	Travel	6/13/2019	
DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Jersey Mike's Subs	Operating Supplies: Lunch	5/9/2019	\$ 158.03
	Office Depot	Copying	6/6/2019	\$ 44.24
	Office Depot	Supplies- dividers		