

**Housing Finance Authority of Leon County
September 14, 2017
Meeting Minutes**

MEMBERS PRESENT: Mr. Mike Rogers, Chairman
Mr. Thomas Lewis, Vice-Chairman
Dr. Jeffrey Sharkey, Secretary
Ms. Marnie George
Mr. Allen Stucks

MEMBERS ABSENT: Mr. Andrew Gay: Excused
Ms. Gail Milon

ADMINISTRATOR: Mr. Mark Hendrickson
Ms. Susan Leigh

LEGAL COUNSEL: None

COUNTY STAFF: None

GUESTS PRESENT: None

Call to Order by Chairman Rogers

With a quorum present, Chairman Rogers called the HFA meeting to order at 12:01 P.M.

Agenda Item #1: Membership Roll Call

Staff called the Membership Roll and attending members were Chairman Rogers, Vice-Chairman Lewis, Secretary Sharkey, Ms. George, and Mr. Stucks. Mr. Gay was excused.

Agenda Item #2: Approval of the September 14, 2017, Agenda

Action Taken: Chairman Rogers called for a motion for approval of the September 14, 2017 Meeting Agenda. Mr. Stucks motioned to approve and it was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #3: Approval of the June 8, 2017 Minutes

Action Taken: Chairman Rogers called for a motion for approval of the June 8, 2017 Meeting Minutes. Dr. Sharkey motioned to approve and it was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #4 **Public Comment**

Action Taken: No public comment.

Agenda Item #5A & 5B **Financial Report**

Mr. Hendrickson presented a report on HFA finances. A discussion took place on the timing of resolving the status of all DPA loans. Mr. Hendrickson stated that the research and status should be finalized within six months.

Action Taken Mr. Stucks motioned to accept the August 31, 2017 Financial Statement, and was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #5C **Fiscal Year 2017-2018 HFA Budget**

Mr. Hendrickson presented the FY 17-18 HFA Budget, as recommended by the Finance Committee. A discussion followed on potential revenue for the HFA, including bond transactions and the Orange Avenue Redevelopment activity.

Action Taken Mr. Stucks motioned to accept the HFA's FY 17-18 Budget, as recommended by the Finance Committee, and was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #6A: **Emergency Repair Program**

Mr. Hendrickson reported that the administration of the program by the County would be part of an MOU, to be presented by the County to the HFA in October.

Action Taken: No action necessary.

Agenda Item #6B: **Real Estate Activity**

Mr. Hendrickson stated that no activity had been reported by the County.

Action Taken: No Action Required

Agenda Item #6C: **Future Role of the HFA & SBA Prime Account Investment**

Mr. Hendrickson presented an update on the status of implementing the transition plan for the HFA's independent status. He stated that the SBA required all investors in the Prime system to pass a resolution authorizing participation.

Action Taken: Mr. Stucks motioned to approve the Resolution authorizing the HFA's participation in the SBA Prime Account, and it was seconded by Ms. George. Motion passed unanimously.

Agenda Item #6D: Legal Update

Mr. Hendrickson presented the Finance Committee recommendation, that the Board engage Nabors Giblin & Nickerson as the HFA's General Counsel, subject to the firm's agreement to "step in the shoes" of the existing contract (price and scope of services). He distributed an email from Dan Rigo of the County Attorney's Office which stated that the HFA could engage the firm that was ranked #2 in the initial selection process for General Counsel, and an email from Mark Mustian of Nabors Giblin & Nickerson agreeing to the "step in the shoes" condition of the Finance Committee. The Board **directed Mr. Hendrickson to email a copy of the termination letter sent to Knowles & Randolph to the members.**

Action Taken: Mr. Stucks motioned to accept the Finance Committee's recommendation on General Counsel, and it was seconded by Ms. George. Motion passed unanimously.

Agenda Item #6E: DPA Loans

Mr. Hendrickson noted that this topic had been discussed during the Financial Reports.

Action Taken: No Action Required.

Agenda Item #6F: "To-Do" List

Mr. Hendrickson presented the "to-do" list.

Action Taken: No Action Required.

Agenda Item #6G: Legislative Update

Mr. Hendrickson presented a legislative update, noting the potential impact of Hurricane Irma on housing funding..

Action Taken: No Action Required.

Agenda Item #7: New Business

The Board **directed Mr. Hendrickson to research if the Treasurer and Chair would need to be bonded in order to sign checks.**

Action Taken: No Action Required

Agenda Item # 8: Adjournment

This meeting was adjourned at 1:00 P.M.

Mike Rogers, Chairman

Jeffrey Sharkey, Secretary Date: