

**Housing Finance Authority of Leon County  
December 10, 2020  
Meeting Minutes**

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**MEMBERS PRESENT:** Ms. Marnie George, Chair  
Mr. Mike Rogers, Vice Chairman  
Dr. Jeffrey Sharkey, Secretary  
Mr. Andrew Gay, Treasurer  
Mr. Tom Lewis  
Ms. Gail Milon, via teleconference  
Mr. Charles White, via teleconference

**ADMINISTRATOR:** Mr. Mark Hendrickson  
Ms. Susan Leigh

**HFA LEGAL COUNSEL:** Evan Rosenthal

**HFA BOND COUNSEL:** None

**COUNTY STAFF:** Matthew Wyman

**HFA AUDITOR:** Esther Nichols, via teleconference

**GUESTS PRESENT:** None

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**Call to Order by Chair George**

Chair George called the meeting to order at 12:00 P.M.

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**Agenda Item #1: Membership Roll Call**

Staff called the Membership Roll and attending members were Chair George, Vice-Chair Rogers, Secretary Sharkey, Treasurer Gay, Mr. Lewis, and via teleconference Ms. Milon and Mr. White. The Chair noted that a quorum of the Board was physically present at the meeting location.

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**Agenda Item #2: Approval of the December 10, 2020, Agenda**

**Action Taken: #2** Chair George called for a motion for approval of the December 10, 2020 Meeting Agenda. Mr. Gay motioned to approve, and it was 2<sup>nd</sup> by Mr. Rogers. Motion passed unanimously.

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**Agenda Item #3: Approval of the November 12, 2020 Minutes**

**Action Taken: #3** Chair George called for a motion for approval of November 12, 2020 Meeting Minutes. Mr. Gay motioned to approve, and it was 2<sup>nd</sup> by Mr. Lewis. Motion passed unanimously.

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**Agenda Item #4**                      **Public Comment**

There was no public comment.

**Action Taken: #4**                      No action taken

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**Agenda Item #5A**                      **FY 2019-2020 HFA Audit**

Ms. Milon, Chair of the Audit Committee introduced the HFA's Auditor, Esther Nichols. Ms. Nichols presented the proposed audit. Ms. Milon thanked Ms. Nichols for her presentation and the quality of the audit and presented the Audit Committee recommendation.

**Action Taken:**  
5A    Ms. Milon motioned to accept the Audit Committee recommendation that the Board give approval to the draft audit of the HFA as presented by Ms. Nichols subject to the approval being revisited if the Group Auditor (County auditor) recommends any substantive changes, and it was 2<sup>nd</sup> by Mr. Gay. Motion passed unanimously.

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**Agenda Items #6A-6C**                      **Financial Reports, Budget & Expenditure Approvals**

Mr. Gay presented the Financial Reports, including the November 30 balance sheet, year-to-date expenditures and income, the backup materials, and the proposed expenditure and debit card approvals.

**Action Taken:**  
6A, 6B, & 6C                                      Mr. Rogers motioned to accept the November 30, 2020 Financial Statement, the Income and Expense Report, and the proposed Expenditure and Debit Card Approval List, and it was 2<sup>nd</sup> by Ms. Milon. Motion passed unanimously.

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**Agenda Items #7**                      **County Update**

Mr. Wyman updated the Board on the Emergency Repair Program, CARES Act activities, and TEFRA approvals of Magnolia Family II and Magnolia Senior.

Dr. Sharkey recommended that the HFA set up meetings with new County Commissioners Cummings and Welch.

**Action Taken: #7**                      No action taken.

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**Agenda Items #8A**                      **Magnolia Family I**

Mr. Hendrickson updated the Board on the status of the bond issue for Magnolia Family Apartments, noting that they had SAIL, were in credit underwriting, and were scheduled to close in June 2021. He stated that a new TEFRA approval would be required as the initial approval would expire prior to bond closing.

**Action Taken: #8A** Mr. Gay motioned to authorize a new TEFRA hearing for Magnolia Family I and for submission to the BOCC for approval, and it was 2<sup>nd</sup> by Mr. Lewis. Motion passed unanimously.

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**Agenda Item #8B: Emergency Repair Program**

Mr. Hendrickson noted that Mr. Wyman had already updated the Board on the program.

**Action Taken #8B:** No action taken.

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**Agenda Item #8C: Real Estate**

Mr. Hendrickson updated the Board on recent sales. After the legislative update the Board revisited this issue and discussed the program. Mr. White asked if it were possible for a builder to purchase a lot, build a home and make the payment for the lot when the home was sold. **Mr. Hendrickson stated that he would follow up with the County on this matter.**

**Action Taken #8C:** No action taken

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**Agenda Item #8D: Legal Update**

Mr. Rosenthal stated that foreclosure cases relating to old DPA loans were costing more than can be recovered.

**Action Taken #8D:** Dr. Sharkey motioned that the Board direct counsel to discontinue work on foreclosure cases related to old DPA loans except for the pending Capital City case and it was 2<sup>nd</sup> by Mr. Gay. Motion passed unanimously.

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**Agenda Item #8E: To-Do List**

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

**Action Taken #8E:** No action taken

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**Agenda Item #8F: Legislative Update**

Mr. Hendrickson reported on the ongoing effort to seek a full appropriation of all housing funds in the regular session next March.

**Action Taken # 8F** No action taken.

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**Agenda Item #9A: Other Business—2021 Meeting Calendar**

Mr. Hendrickson presented a proposed 2021 HFA meeting calendar.

**Action Taken #9A:** Mr. Gay motioned that the Board approve the proposed 2021 HFA meeting calendar and it was 2<sup>nd</sup> by Mr. Rogers. Motion passed unanimously.

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**Agenda Item #9B: Other Business—HFA Annual Report**

Mr. Hendrickson a proposed final FY 2019-2020 HFA Annual Report, to be delivered to the BOCC. He stated that after approval, the report would be formatted by a graphic designer prior to delivery.

**Action Taken #9B:** Mr. Gay motioned that the Board approve the proposed FY 2019-2020 HFA Annual Report and authorize the delivery to the BOCC and it was 2<sup>nd</sup> by Dr. Sharkey. Motion passed unanimously.

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**Agenda Item #9C: Other Business—2021 Annual Election of Officers**

Mr. Hendrickson reported that the HFA bylaws limited the Chair to two consecutive terms, and that Mr. Lewis had “termed out”. A discussion followed.

**Action Taken #9C:** Mr. Gay motioned that the Board elect Ms. George as Chair, Mr. Rogers as Vice-Chair, Dr. Sharkey as Secretary and Mr. Gay as Treasurer, all for one-year terms beginning January 1, 2021 and it was 2<sup>nd</sup> by Mr. Lewis. Motion passed unanimously.

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**Agenda Item # 10: Adjournment**

Without objection, Chair George adjourned the meeting at 1:16 PM.

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Marnie George, Chair

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Jeffrey Sharkey, Secretary

Date:

**EXPENDITURE & DEBIT CARD APPROVALS: DECEMBER 10, 2020**

CHECK NUMBER	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	The Hendrickson Company	Administrator	11-15-20 to 12-14-20	\$ 4,000.00
<b>1120</b>	<b>The Hendrickson Company</b>	<b>Administrator</b>	<b>12/10/2020</b>	<b>\$ 4,000.00</b>
	Nabors Giblin & Nickerson	Legal	11-5-20 to 11-30-20	\$ 425.00
<b>EFT</b>	<b>Nabors Giblin &amp; Nickerson</b>	<b>Legal</b>	<b>12/10/2020</b>	<b>\$ 425.00</b>
	Leon County	Emergency Repair		
<b>1114</b>	<b>Leon County</b>	<b>Emergency Repair</b>		
DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Jersey Mike's Subs	Operating Supplies: Lunch		
	Office Depot	Copying	12/5/2020	\$ 41.77