

Housing Finance Authority of Leon County
April 8, 2021
Meeting Minutes

MEMBERS PRESENT: Ms. Marnie George, Chair
Mr. Mike Rogers, Vice Chairman
Dr. Jeffrey Sharkey, Secretary
Mr. Tom Lewis

ADMINISTRATOR: Mr. Mark Hendrickson
Ms. Susan Leigh

HFA LEGAL COUNSEL: Mark Mustian

HFA BOND COUNSEL: None

COUNTY STAFF: Matthew Wyman

GUESTS PRESENT: None

Call to Order by Chair George

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

Agenda Item #1: Membership Roll Call

Staff called the Membership Roll and attending members were Chair George, Vice-Chair Rogers, and Mr. Lewis. The Chair noted that a quorum of the Board was not yet physically present at the meeting location. Treasurer Gay, Ms. Milon, and Mr. White had given 24-hour notice that they would miss the meeting and were excused. Chair George asked staff to move through the non-voting items until Secretary Sharkey arrived.

Agenda Items #5A-C & 7A-7F: Updates on Financials, Magnolia Family, Emergency Repair Program, Real Estate, To-Do List & Legislative Update

Action Taken: ##5A-C & 7A-7E No action taken. Mr. Hendrickson and Mr. Mustian provided updates on the various items.

Agenda Item #1: Roll Call

Action Taken: #1 Secretary Sharkey arrived, and a physical quorum was present.

Agenda Item #2: Approval of the April 8, 2021, Agenda

Action Taken: #2 Chair George called for a motion for approval of the April 8, 2021 Meeting Agenda. Dr. Sharkey motioned to approve, and it was 2nd by Mr. Lewis. Motion passed unanimously.

Agenda Item #3: Approval of the December 10, 2020 Minutes & March 11, 2021 Minutes

Action Taken: #3 Chair George called for a motion for approval of December 10, 2020 and March 11, 2021 Minutes. Dr. Sharkey motioned to approve, and it was 2nd by Mr. Lewis. Motion passed unanimously.

Agenda Item #4 Public Comment

There was no public comment.

Action Taken: #4 No action taken

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

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

Action Taken:
5A, 5B, & 5C Dr. Sharkey motioned to accept the March 31, 2021 Financial Statement, the Income and Expense Report, and the proposed Expenditure and Debit Card Approval List, and it was 2nd by Mr. Lewis. Motion passed unanimously.

Agenda Items #6 County Update

Mr. Hendrickson, Mr. Mustian and Mr. Wyman updated the Board on the proposed new Interlocal Agreement between the HFA and the County.

Action Taken: #6 Mr. Lewis motioned to approve proposed Interlocal Agreement, and it was 2nd by Dr. Sharkey. Motion passed unanimously.

Agenda Item #7D: Legal Update

Mr. Mustian explained the need for a release on an old DPA loan that was funded with County funds, but was in the HFA's name.

Action Taken #7D: Dr. Sharkey motioned that the Board approve the lien release and it was 2nd by Mr. Rogers. Motion passed unanimously.

Mr. Lewis motioned that the Board delegate to the Chair with the approval of counsel the approval of any additional similar lien releases, and it was 2nd by Mr. Rogers. Motion passed unanimously.

Agenda Item # 10: Adjournment

Without objection, Chair George adjourned the meeting at 12:33 PM.

Marnie George, Chair

Jeffrey Sharkey, Secretary

Date:

Expenditure Approvals

EFT	The Hendrickson Company	Administrator	2/11/2021	\$ 4,000.00
	The Hendrickson Company	Administrator	2-15-21 to 3-14-21	\$ 4,000.00
EFT	The Hendrickson Company	Administrator	3/11/2021	\$ 4,000.00
	The Hendrickson Company	Administrator	3-15-21 to 4-14-21	\$ 4,000.00
EFT	The Hendrickson Company	Administrator	3/11/2021	\$ 4,000.00
	Nabors Giblin & Nickerson	Legal	12-2-20 to 1-19-21	\$ 420.00
EFT	Nabors Giblin & Nickerson	Legal	2/11/2021	\$ 420.00
	Nabors Giblin & Nickerson	Legal	11-5-20 to 11-30-20	\$ 425.00
EFT	Nabors Giblin & Nickerson	Legal	1/14/2021	\$ 425.00
	Nabors Giblin & Nickerson	Legal	2-1-21 to 2-28-21	\$ 62.50
EFT	Nabors Giblin & Nickerson	Legal	3/11/2021	\$ 62.50
	Nabors Giblin & Nickerson	Legal	2-22-21 to 3-11-21	\$ 287.50
EFT	Nabors Giblin & Nickerson	Legal	4/8/2021	\$ 287.50
	Leon County	Emergency Repair		
	Leon County	Emergency Repair		

	Doug Crowley Insurance	Insurance		\$ 3,312.75
1121	Doug Crowley Insurance	Insurance	2/23/2021	\$ 3,312.75
	Florida ALHFA	Conference Sponsor: Gold		\$ 2,500.00
1122	Florida ALHFA	Conference Sponsor	3/11/2001	\$ 2,500.00
DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Jersey Mike's Subs	Operating Supplies: Lunch		
	Office Depot	Copying	4/3/2021	\$ 77.25
		Copying		