

Housing Finance Authority of Leon County
August 24, 2023
Meeting Minutes

MEMBERS PRESENT: Mr. Mike Rogers, Vice-Chair
Mr. Chuck White, Secretary
Mr. Andrew Gay, Treasurer
Ms. Christic Henry

ADMINISTRATOR: Mr. Mark Hendrickson

HFA LEGAL COUNSEL: Jason Breth
Sarah Weaver

HFA BOND COUNSEL: Mark Mustian
Evan Rosenthal

COUNTY STAFF: Jelani Marks

COUNTY ATTORNEY: None

GUESTS PRESENT: Lennorris Barber
Greta Brown

Call to Order by Chairman Sharkey

Vice-Chair Rogers called the meeting to order at 12:13 P.M.

Agenda Item #1: Membership Roll Call

Staff called the Membership Roll and attending members were Vice-Chair Rogers, Secretary White, Treasurer Gay and Ms. Henry. The Chair noted that a quorum of the Board was physically present at the meeting location. Chairman Sharkey, Marney George and Ms. Milon had excused absences.

Agenda Item #2: August 24, 2023, Agenda

Action Taken: #2 Vice-Chair Rogers called for a motion for approval of the August 24, 2023, Meeting Agenda. Mr. Gay motioned to approve, and it was 2nd by Ms. Henry. Motion passed unanimously.

Agenda Item #3: Approval of the June 1, 2023, Minutes

Action Taken: #3 Vice-Chair Rogers called for a motion for approval of June 1, 2023, Minutes. Ms. Henry asked that a misspelling of her name on Page 1 be corrected. Mr. Gay motioned to approve as amended, and it was 2nd by Mr. White. Motion passed unanimously.

Agenda Item #4 **Public Comment**

There was no public comment.

Action Taken: #4 No action taken

Agenda Items #5A, 5B, 5C & 5D **Financial Reports & FY 23-24 Budget**

Treasurer Gay presented the Financial Reports, including the July 31, 2023, balance sheet, year-to-date expenditures and income, the backup materials, and the proposed expenditure and debit card approvals. He also presented the proposed HFA Budget for FY 23-24.

Action Taken:
5A, 5B, 5C & 5D Mr. White motioned to accept the July 31, 2023, Financial Statement, the Income and Expense Report, the proposed Expenditure and Debit Card Approval List, and the proposed HFA FY 23-24 Budget, and it was 2nd by Ms. Henry. Motion passed unanimously.

Action Taken: 5D Ms. Henry requested that staff conduct a budget workshop to provide a greater level of detailed information on the budget and budget process. Mr. Hendrickson stated that he would arrange the training.

Agenda Item #6: **County Update**

Mr. Marks updated the Board on the Emergency Repair Program and the 9/11 Day of Service. Mr. White inquired as to the process for deciding which land parcels were placed on the “affordable” list, and if the new Live Local Act would have an impact.

Action Taken: #6 Mr. Marks stated that he would research the issue and report back to the Board at the next meeting.

Agenda Item #7A: **Update on Bond Financings**

Mr. Hendrickson updated the Board on the developments financed with HFA bonds. He noted that serious issues were appearing with the Tallahassee Affordable Housing Portfolio deal, and that the legal and professional team was working on the situation.

Action Taken: #7A Staff and legal counsel to report back at next HFA meeting on Tallahassee Affordable Housing Portfolio.

Agenda Item #7B: **Lake Bradford Apartments**

Mr. Hendrickson informed the Board that an application for bond financing had been received for Lake Bradford Apartments, and that the deal had been given a preliminary award of SAIL funds. Mr. Mustian presented an Inducement Resolution and updated the Board on the process for TEFRA hearings, approvals and bond allocation. A discussion followed on the requirements of HFA financing, including longer affordability period, energy efficiency, unit and development amenities, and resident programs.

Action Taken #7B: Mr. Gay motioned to (approve the Inducement Resolution for Lake Bradford Apartments as drafted by bond counsel, and it was 2nd by Mr. White. Motion passed unanimously.

Agenda Item #7C: Emergency Repair Program

Mr. Hendrickson noted that Mr. Marks had updated the Board on the program earlier in the meeting.

Action Taken #7C: No action taken.

Agenda Item #7D: Real Estate

Mr. Hendrickson updated the Board on recent land parcel sales, and the potential for additional properties being added to the list.

Action Taken #7D: No action taken.

Agenda Item #7E: Legal Update

Mr. Hendrickson presented the proposed bond counsel contract with Nabors Giblin and the proposed HFA and Disclosure counsel contract with Bryant Miller Olive.

Action Taken #7E: Mr. White motioned that the HFA approve the bond counsel contract with Nabors Giblin and the HFA and Disclosure counsel contract with Bryant Miller Olive, and it was 2nd by Mr. Gay. Motion passed unanimously.

Mr. White motioned that the HFA retain Bryant Miller & Olive as HFA counsel, and it was 2nd by Mr. Rogers. Motion passed unanimously.

Agenda Item #7F: To-Do List

Mr. Hendrickson updated the Board on the status of items on the To-Do list. Mr. Lamy stated that he would attempt to schedule Mr. Darryl Jones (County MWSBE Office) for a presentation to the HFA.

Action Taken #7F The Board asked that Mr. Lamy schedule Mr. Jones for a presentation at the next HFA meeting.

Agenda Item #7G: State Legislative Update

Mr. Hendrickson updated the Board on the upcoming 2024 legislative session.

Action Taken #7G: No action taken.

Agenda Item #8: Other Business—Manufactured and Mobile Homes

Mr. White asked that staff research the current FHFC and lender policies on manufactured and mobile homes.

Action Taken #8 No action taken.

Agenda Item # 9: Adjournment

Without objection, Vice-Chair Rogers adjourned the meeting at 1:07 PM.

 Jeffrey Sharkey, Chair

 Charles White, Secretary Date:

EXPENDITURE & DEBIT CARD APPROVALS: August 24, 2023

CHECK NUMBER	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	The Hendrickson Company	Administrator	7-1-23 to 7-31-23	\$ 4,333.33
EFT	The Hendrickson Company	Administrator	7/10/2023	\$ 4,333.33
	The Hendrickson Company	Administrator	8-1-23 to 8-31-23	\$ 4,333.33
EFT	The Hendrickson Company	Administrator	8/24/2023	\$ 4,333.33
	Nabors Giblin & Nickerson	Legal	6-1-23 to 7-10-23	\$ 300.00
EFT	Nabors Giblin & Nickerson	Legal	7/10/2023	\$ 300.00
	Nabors Giblin & Nickerson	Legal	7/31/2023	\$ 250.00
EFT	Nabors Giblin & Nickerson	Legal	8/24/2023	\$ 250.00
	Jeff Sharkey	Bd Travel: FLALHFA Conference	7/20/2023	\$ 1,256.07

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EFT	Jeff Sharkey	Board Travel	7/20/2023	\$ 1,256.07
	Chuck White	Bd Travel: FLALHFA Conference	7/20/2023	\$ 1,234.16
EFT	Chuck White	Board Travel	7/20/2023	\$ 1,234.16
	Mike Rogers	Bd Travel: FLALHFA Conference	7/20/2023	\$ 980.98
EFT	Mike Rogers	Board Travel	7/20/2023	\$ 980.98
	Christic Henry	Bd Travel: FLALHFA Conference Advance	7/7/2023	\$ 883.68
1143	Christic Henry	Bd Travel: FLALHFA Conference Advance	7/7/2023	\$ 883.68
	Leon County	9/11 Day of Service	8/24/2023	\$ 1,500.00
1144	Leon County	9/11 Day of Service	8/24/2023	\$ 1,500.00
	Christic Henry	Bd Travel: FLALHFA Conference	8/2/2023	\$ 334.00
EFT	Christic Henry	Board Travel	8/2/2023	\$ 334.00
DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Office Depot	Copying	8/23/2023	\$ 65.73
	Office Depot	Copying	8/23/2023	\$ 16.80
	Jasons Deli	Operating Supplies: Lunch	6/1/2023	\$ 257.72