

**Housing Finance Authority of Leon County
June 14, 2024
Board Meeting Minutes**

MEMBERS PRESENT: Mr. Mike Rogers, Chair
Ms. Gail Milon, Vice-Chair
Ms. Christic Henry, Secretary
Ms. Marnie George
Dr. Jeffrey Sharkey

ADMINISTRATOR: Mr. Mark Hendrickson
Ms. Susan Leigh

HFA LEGAL COUNSEL: None

HFA BOND COUNSEL: None

COUNTY STAFF: Jelani Marks
Chelisa Kirkland

GUESTS PRESENT: None

Call to Order by Chairman Rogers

Chairman Rogers called the meeting to order at 12:03 P.M.

Agenda Item #1: Membership Roll Call

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

Agenda Item #2: June 14, 2024, Agenda

Action Taken: #2 Chair Rogers called for a motion for approval of the June 14, 2024, Meeting Agenda. Dr. Sharkey motioned to approve, and it was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #3: Approval of the April 18, 2024, Minutes

Action Taken: #3 Chair Rogers called for a motion for approval of April 18, 2024, Minutes. Dr. Sharkey motioned to approve, and it was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #4 Public Comment

There was no public comment.

Action Taken: #4 No action taken

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

Mr. Hendrickson presented the Financial Reports, including the May 30, 2024, balance sheet, year-to-date expenditures and income, the backup materials, and the proposed expenditure and debit card approvals.

**Action Taken:
#5A, 5B & 5C** Ms. Milon motioned to accept the May 30, 2024, Financial Statement, the Income and Expense Report, and the proposed Expenditure and Debit Card Approval List, and it was 2nd by Dr. Sharkey. Motion passed unanimously.

Agenda Item #6A & 6B: County Report

Mr. Hendrickson stated that the Interlocal Agreement with the County required the HFA to establish the budget for HFA funded County programs in June of each year. Mr. Marks presented the County's budget request and also discussed the County's disaster relief program related to the recent tornados.

Action Taken #6B: Ms. Milon motioned to include in the HFA's budget for FY 24-25 \$75,000 for the Emergency Repair Program, \$1,500 for the Leon County Home Expo Program, and \$1,500 for the 9/11 Day of Service, and it was 2nd by Ms. George. The motion passed unanimously.

Agenda Item #7A: Update on Bond Financings

Mr. Hendrickson updated the Board on the occupancy of HFA financed developments and the construction status of the Ridge Road development and passed along an invitation for a tour of the property. Dr. Sharkey discussed the excellent response of the Kenwood Place development to the power loss due to the tornados. Ms. Leigh updated the Board on the construction status of the Tallahassee Affordable Housing Portfolio.

Actions Taken #7A: No action taken.

Agenda Item #7B: Emergency Repair Program

Mr. Hendrickson and Ms. Kirkland updated the Board on the Emergency Repair Program, noting that several applicants had repairs above the program's limits and were ultimately served with SHIP funds.

Action Taken #7B: No action taken.

Agenda Item #7C: Real Estate

Mr. Hendrickson updated the Board on the sales of properties, noting that revenue was well above budget for the year.

Action Taken #7C: No action taken.

Agenda Item #7D: Legal Update

There was no report.

Action Taken #7D: No action taken.

Agenda Item #7E: To-Do List

Mr. Hendrickson presented the list. Ms. Milon noted that Mr. Hendrickson and she needed to follow up on the MWSBE item.

Action Taken #7E: No action taken.

Agenda Item #7F: State Legislative Update

Dr. Sharkey reported that there would likely be more changes to the Live Local Act in 2025. Mr. Hendrickson stated that the Governor had signed the new bond allocation legislation, moving Leon County into a region with Escambia County. Discussion followed on the need to coordinate with Escambia County and the possibility of the HFA of Leon County financing rental developments in surrounding counties.

Action Taken #7F: The Board directed Mr. Hendrickson to explore financing developments in surrounding counties.

Agenda Item #8: Other Business

Ms. Henry announced that she had been appointed to the Tallahassee Housing Authority Board and that she would be resigning from the HFA Board after this meeting. The Board congratulated her on the appointment and for her work on the HFA. Ms. Milon noted that she was receiving complaints from residents at the Columbia Gardens at South City development concerning leaks, bad appliances and other issues.

The Board discussed the upcoming Florida ALHFA conference, Board reappointments and the disclosure form changes.

Action Taken #8: No action taken.

Agenda Item #9: Adjournment

Without objection, Chair Rogers adjourned the meeting at 1:01 PM.

Mike Rogers, Chair

Christic Henry, Secretary

Date:

EXPENDITURE & DEBIT CARD APPROVALS: June 14, 2024

CHECK NUMBER	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
EFT	The Hendrickson Company	Administrator	5/3/2024	\$ 4,500.00
EFT	The Hendrickson Company	Administrator	6/14/2024	\$ 4,500.00
EFT	Bryant Miller Olive	Legal	5/6/2024	\$ 225.00
EFT	Bryant Miller Olive	Legal	6/14/2024	\$ -
1150	Florida ALHFA	Conference Registrations (6)	5/3/2024	\$ 4,500.00
1151	Florida ALHFA	Conference Sponsorship	5/3/2024	\$ 2,500.00
Debit	Auto Owners Insurance	General Liability Insurance	5/3/2024	\$ 402.32
DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Office Depot	Copying	6/12/2024	\$ 36.00
	Hopkins Eatery (Susan Leigh reimbursement)	Operating Supplies: Lunch	6/14/2024	\$ 144.05