

HOUSING FINANCE AUTHORITY OF HILLSBOROUGH COUNTY

Minutes of February 17, 2017 Board Meeting

The meeting was held in the Planning Commission Board Room, 18th Floor, County Center, 601 E. Kennedy Blvd, Tampa, FL 33602.

I. Attendees

Chair Debra Koehler called the HFA Board Meeting to order at 9:30 a.m. Members of the audience and the Board introduced themselves, and the Pledge of Allegiance was recited.

Also in attendance were Secretary Mercedes DiMaio, and Board Members Ed Busansky, Harry Hedges and Mike Kelley. Board member Frank DeBose arrived as noted below. Mr. Hollis was absent due to illness.

Also present were Mary Helen Farris (County Attorney's Office), Mark Hendrickson (HFA Financial Advisor), Megan McAtee (HFA Auditor—Dufresne & Associates), Debbie Berner (HFA Investment Banker—RBC Capital Markets), Randy Clement (HFA Bond Counsel—Bryant Miller Olive), Sue Denihan (HFA Single Family Administrator—eHousing), Angela Crist (USF CRED Program), Shawn Perrine (Hillsborough County), Shawn Wilson (Blue Sky Communities), and Vic DiMaio (Public).

II. Minutes

Ms. DiMaio moved, with a second by Mr. Hedges, that the Board **approve the minutes of the December 2, 2016 meeting**. The motion passed 5-0.

[Mr. DeBose arrived.]

III. Public Comment

Ms. Angela Crist updated the Board on the success of the CRED Program, and the plans for the training in 2017.

IV. Contract Extensions

Mr. Hendrickson stated that the CRED, Met Min, Camelot, and Catholic Charities programs were all in the budget for FY 16-17. After discussion, Mr. Kelley moved, with a second by Mr. Hedges, that the Board **extend the CRED contract for one year, and authorize the Chair to execute the contract extension when the contract was approved by Ms. Farris**. The motion passed 6-0.

Mr. Hendrickson noted that the other third party contracts—Met Min, Camelot, and Catholic Charities—would also expire sometime in 2017, and would need renewal. After discussion, Mr. Hedges moved, with a second by Mr. Kelley, that the Board **authorize the extension of the contracts with Met Min (Up and Out Homeless), Camelot (Youth again out of foster care), and Catholic Charities (Elderly Homeless) for one year, and authorize the Chair to execute each contract extension when the contract was approved by Ms. Farris**. The motion passed 6-0.

V. Audit

Ms. McAtee of Dufresne and Associates presented the draft audit of the HFA's 2016 Consolidated Financial Statements. Ms. McAtee said there were no material issues in the audit, that this was a "clean" audit with no management comments. After discussion, Mr. DeBose moved, with a second by Mr. Hedges, that the Board **approve the Audit**. The motion passed 6-0.

VI. HFA Monthly Financial Statement

Mr. Hendrickson presented the November and December 2016 and January 2017 Financial Statements, as prepared by the HFA's accountant. After discussion, Ms. Hedges moved, with a second by Mr. DeBose, that the Board **approve the November and December 2016 and January 2017 Financial Statements**. The motion passed 6-0.

VII. Investment Committee and Investments

Mr. DeBose presented a summary of the Investment Training conducted by RBC earlier this month. The Committee recommended no changes in the current Investment Policy. After discussion, Mr. Kelley moved, with a second by Mr. Busansky, that the Board authorize travel and attendance at the Florida Government Finance Officers Association annual conference by Mr. DeBose. The motion passed 6-0.

Mr. Hendrickson presented the Investment Report.

VIII. Single Family Report: DPA, MCC's, Old Issues and 2012 Program

Ms. Denihan reported that \$330,000 of DPA loans were ready to submit to the County for SHIP reimbursement, leaving \$140,000. She reported that loans were in progress to utilize the remaining funds, and should be submitted to the County by April

Ms. Denihan reported that three lenders were interested in the new FHLB Atlanta DPA Program, and that she was following up with them to attempt to get them to join the HFA's loan program. Ms. Koehler reported on the lender outreach of this \$3 million program.

Ms. Koehler reported that the City of Tampa was ready to enter into an agreement with the HFA similar to the SHIP agreement with the County—under which the City would fund \$500,000 of DPA loans with SHIP funds. The Board **directed Mr. Hendrickson to follow up with the City to finalize the agreement**.

IX. New Multi-Family Financings

Mr. Wilson updated the Board on the Sweetwater bond transaction, stating that his equity commitment was still in place and that he anticipated a May 15 bond closing.

X. FHFC Local Government Preference

Mr. Hendrickson updated the Board on the legal actions related to a challenge of FHFC's use of the local government preference in scoring, stating that the hearing officer had ruled in favor of FHFC. He stated that scoring would begin after the Board adopted a final order. Mr. Hendrickson also reported that both the City of Tampa and

Hillsborough County had provided the support necessary for a preference, but that is was likely that if both deals met threshold, a lottery between the two deals would determine which was funded.

XI. Multi-Family Loans & Development Occupancy

Mr. Hendrickson reported on the status of various loans and the continued high occupancy (98.7%) of HFA financed units.

Mr. Clement provided a detailed background on proposed amendments to documents related to **The Tempo**. He stated that the changes were all related to delays in construction which necessitated amendments to push the final completion date and other items to a later date. He explained the Senior and Subordinate bonds, and noted that a proposed Resolution and the Amended Documents were in the Board Packet. Mr. Hendrickson reported that Seltzer Management, the HFA's construction servicer, had no problems with the proposed amendments. After discussion, Mr. Kelley moved, with a second by Mr. Hedges, that the Board **approve a resolution authorizing the Chair and any Assistant Secretary to execute the First Amendment to Subordinate Loan Agreement and First Amendment to Subordinate Trust Indenture in substantially the forms attached to the resolution as exhibits A and B, respectively**. The motion passed 5-0, with Mr. DeBose abstaining.

XII. Other Multi-Family Programs

Mr. Hendrickson reported on the Homeless Up and Out, Youth Aging Out of Foster Care, and Catholic Charities programs. The Board **directed Mr. Hendrickson to include a performance summary in each month's Financial Advisor memo for the Camelot and Catholic Charities programs, in the same level of detail as is provided for the Met Min Up and Out Program**. The Board also **directed Mr. Hendrickson to update the analysis of HFA resources that was used to determine how many dollars could be committed to various programs, and to present the analysis at the next HFA meeting**.

XIII. Mortgage Credit Certificate Program

Mr. Hendrickson and Mr. Clement updated the Board on the status of the use of MCC's, stating that the current MCC allocation would expire at the end of 2017. Mr. Hendrickson stated that it was likely that the current allocation would be sufficient for the volume of loans that were anticipated this year, but that an increase in loan volume could cause the need for additional MCC allocation. Mr. Clement stated that the Board could give the required public notice of a conversion of bond allocation to MCC's, and make the conversion when needed. He stated that if the conversion could be delayed until 2018, it would be valid through 2019. After discussion, Mr. Hedges moved, with a second by Mr. Busansky, that the Board **authorize the publication of a notice to convert \$123,225,804 of single family bond allocation to MCC's**. The motion passed 6-0.

XIV. SEE, FHFC, & County Reports

Mr. Hendrickson reported on the SEE effort.

Mr. Busansky reported on the FHFC meeting, and the search by FHFC for a new Executive Director.

Mr. Perrine reported on County activities. He stated that the County was ready to commit another \$1 million to the SHIP DPA Program, and that he would begin preparation of the

required documents for those funds. After discussion, Mr. Kelley moved, with a second by Mr. DeBose, that the Board authorize the Chair to execute a new or amended agreement with the County for the additional \$1 million, after review and approval of the contract by Ms. Farris. The motion passed 6-0.

XV. Adjournment

On a motion by Mr. DeBose, seconded by Mr. Busansky, the Board voted 6-0 to adjourn the meeting (11:03 AM).