

**BOARD MEETING MINUTES  
THE HOUSING FINANCE AUTHORITY OF MARION COUNTY  
REGULAR MEETING OF FEBRUARY 16th, 2022**

- I. Call to Order of the Regular Meeting.

The regular meeting of the Housing Finance Authority of Marion County, Florida was called to order at 12:05 PM on February 16th, 2022, in Conference Room "A" of the McPherson Complex.

**Board members and guest present:** P.H. Culver Chairman, Jon Kurtz Secretary, Sherri Meadows, with Rebecca Gavidia Treasure calling in for the meeting. Byron Zonin was not in attendance. Also, present were, Keith Fair Executive Director of HFA, Donnie Mitchell Grant Manager, and Aracelis Rivera HFA staff. Tim Dean of the Dean Law Firm, LLC as legal counsel for the Housing Finance Authority (HFA). Special guest was Samantha Boocock with H2 Advisors. A quorum was recognized to start the meeting.
- II. Proof of Publications.

The meeting was called to order by P.H. Culver and the proof of notice of publication dated 12-20-2021 and published 12-20-2021.
- III. Review of Minutes for January 19th, 2021, meeting.

Rebecca Gavidia made a motion to approve the January minutes and the motion was seconded by Jon Kurtz and passed unanimously.
- IV. HFA Financial Update

Rebecca Gavidia presented the monthly financials that were sent out prior to the meeting with the latest P&L, Checking Report plus the Cash Flow Statement and Balance Sheet. The monthly spreadsheet showing revenues vs. expenses and was also discussed during the meeting. Tim Dean suggested in the last meeting to review the tenant deposit account was complying according to Statute 83.49, to date the account is complying. Per a request by the Board, H2 Advisors provided a one-page overview of the financials. Jon Kurtz made a motion to approve the January financials and the motion was seconded by Sherri Meadows and passed unanimously.
- V. Activity Update

The HFA Board reviewed the monthly report. There were a few questions from the Board members asking for more clarification from the listed meetings. Donnie Mitchell and Aracelis Rivera worked with Tim Dean and Sherri Meadows in developing new policies for past due rents, 3-day notice, and eviction notices. The new policies were reviewed and discussed in the February HFA Board meeting. Donnie Mitchell also gave a tenant update, and the eviction notice is in process for 970 Silver Rd.
- VI. Community Foundation

PH Culver signed the approved agreement, and the HFA will make their initial deposit of \$5,000 into their new account. The purpose of the Community Foundation account will be for those who would like to donate funds to be used for affordable workforce housing in Marion County.

VII. Silver Rd Property

Keith Fair proposed the HFA sells 970 Silver Rd in April after the home is cleaned up and some painting has been completed. The property is on a very busy road with a large new development being built across from the home. The home is 4 bedrooms and 2 baths and nice size yard. The home has a new roof, appliances, HVAC, and flooring. It has been difficult to secure insurance on the home because of a kitchen fire back in 2019. Sherri Meadows made a motion to explore in selling 970 Silver Rd and the motion was seconded by PH Culver and passed unanimously.

VIII. Property Opportunities

The seller of Silver Lake Lodge property did not accept the HFA's offer of \$775,000. There has been a survey completed by the landowner and is available upon request. The property owner has decided that he will sell all 15.79 acres. PH Culver and Keith Fair will have lunch with the engineer and property owner in February.

IX. New Business There was no new business in the February meeting.

X. Old Business

Keith Fair met with Mounir, Tracy and Cheryl to present the HFA's plans for building affordable workforce housing units. Keith is working with Community Services on an LRM for the Line of Credit. The HFA will use their current properties as collateral for the Line of Credit.


XI. Next regular meeting set for: March 16th, 2022

XII. Adjournment

Jon Kurtz made a motion to adjourn the meeting and the motion was seconded by Sherri Meadows and passed unanimously. There being no further business to come before the meeting, it was then adjourned.

Housing Finance Authority of Marion County

By:

  
Jon Kurtz Secretary