

**BOARD MEETING MINUTES**  
**THE HOUSING FINANCE AUTHORITY OF MARION COUNTY**  
**REGULAR MEETING OF MAY 15<sup>th</sup>, 2024**

- 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 12:01 PM on May 15<sup>th</sup>, 2024, in Conference Room “A” of the McPherson Complex.
  
- II. **Board Members and Guests Present** PH Culver Chair, Jon Kurtz Secretary, and Rebecca Gavidia Treasure, new member Karen Hatch, and Sherri Meadows. Also, present was Donnie Mitchell Grant Manager and Keith Fair Executive Director of HFA. Special guest Helen Urie Community Services, Tim Westgate Purvis & Gray, Landis Martinez, James Haynes City of Ocala, and Tim Dean of the Dean Law Firm, LLC as legal counsel for the Housing Finance Authority. A quorum was recognized to start the meeting.
  
- III. **Proof of Publications**  
The meeting was called to order by P.H. Culver and the proof of notice of publication dated 12-18-2023 and published 12-18-2023.
  
- IV. **Review of Minutes for April 17<sup>th</sup>, 2024, meeting with Jon Kurtz**  
made a motion to approve the April minutes and the motion was seconded by Karen Hatch and passed unanimously.
  
- V. **HFA Annual Audit Review**  
Tim Westgate from Purvis and Gray reviewed the bound audit with the Board. The Audit was clean with no found accounting and/or procedure issues. Purvis and Gray did ask for a more expedient effort in the coming years on providing the requested information.
  
- VI. **HFA Financial Update**  
H2 Advisors prepares the monthly financials showing the latest P&L, Checking Account Report plus the Cash Flow Statement and Balance Sheet through April 31<sup>st</sup>, 2024. The report was not ready for review by the Board, so there was no vote to approve the April Financials.

VII. Activity Report

The Board reviewed the staff activities and meetings that were conducted from the middle of April – the middle of May 2024. The Board was good with the Activity Report.

VIII. Ocala Apartments

HFA Staff the idea for an affordable senior development on the 13.13 acres. The Phase II Environmental Report results will be available soon and then we will move the property from Habitat CLT into the Central Florida Community Land Trust. There was a lot discussion about establishing a written policy and procedure for procuring developer applications. HFA staff stated they would review the City's and County's Procurement policy and presented a proposed Procurement Plan at the June meeting.

IX. Crystal Park Apartments – There were no new updates on Crystal Park. There is a purchase agreement to sell Crystal Park with a planned closing date of June 14<sup>th</sup>. The \$1,000,000 SHIP Grant and the use of Bond Financing has been presented to the potential buyer but there has been no commitment to the offer.

X. Bond Fees

Donnie Mitchell presented the final fee plan the HFA will charge a development for the HFA's assistance with securing Bond Financing, securing Grants funds, and/or assisting with HUD Financing.

XI. Open Discussion

Spring Lake Development is moving forward with the investor group

XII. Next Meeting: Wednesday June 19th, 2024

XIII. Adjourn

Sherri Meadows made a motion to adjourn the meeting and the motion was seconded by Jon Kurtz 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

Date 6/19/24