



LEGAL REQUEST MEMORANDUM (LRM)

From: (Name) Henry Carlene (Dept) Community Services - 5220
(Title) Housing Grant Manager (Phone) 352-671-8781
Signature Carlene J Henry Date Wednesday, July 29, 2026

The Office of the County Attorney is requested to provide legal assistance as detailed in this legal request and supporting documents (attached).

Request for: ☐ Draft Document ☒ Approve as to Form ☒ RESUBMIT LRM No. 2026-609
☐ Legal Opinion ☐ Other

Description of Request

Marion County must report every year to the Florida Housing Finance Corporation about how it spent the State Housing Initiatives Partnership (SHIP) funds. This report is for the fiscal year 2023-2024 and is called the Closeout report. The deadline to submit this report is September 15th each year. Minor grammatical edits were corrected for this resubmit.

For more information or discussion, contact: ☒ Same as above

(Name) Henry Carlene (Title) Housing Grant Manager (Phone) 352-671-8781
Last First

Agenda Item? ☒ Yes ☐ No Agenda Date: Tuesday, August 18, 2026

Agenda Deadline Date for Legal: Friday, July 24, 2026 Agenda Deadline Date for Admin: Monday, July 6, 2026

Note: Please allow a MINIMUM of 5 working days BEFORE deadlines for LRM to be completed.

DO NOT COMPLETE - Office of the County Attorney use ONLY

LRM No. 2026-609 Resubmit

Assigned to: ☐ Matthew Guy Minter, County Attorney ☐ Dana E. Olesky, Chief Asst. County Attorney ☐ Linda Blackburn, Asst. County Attorney ☒ Thomas Schwartz, Asst. County Attorney ☐ Valdoston Shealey, Asst. County Attorney

Outcome:

Date Received:

☒ Approved as to form and legal sufficiency
☐ Approved with revisions: ☐ Suggested ☐ Completed
☐ Other:

RECEIVED

By Marion County Attorney-WN at Jul 29, 2026

Attorney Signature: Thomas Schwartz Date: 7/29/26

Staff Signature: Wlan Date: 7/29/26 Returned: ☒ Department ☐ Admin ☐ Completed