

HOUSING FINANCE AUTHORITY OF MANATEE COUNTY, FLORIDA

435 12th Street West, Suite 117
Bradenton, Florida 34205
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MINUTES February 13, 2018

The Housing Finance Authority of Manatee County convened on the 13th day of February, 2018, at the hour of 1:29 p.m. in the second floor conference room of 417 12th Street West, Bradenton, Florida.

Present: James J. Heagerty, Jr., Chairman
Richard M. Pierro, 1st Vice Chairman
Paul A. Sharff, 3rd Vice Chairman
Frank R. Dodson, III, Secretary/Treasurer
Angela A. Abbott, Attorney for the Authority (via telephone)
Susan Leigh, The Community Concepts Group
Sue Denihan, eHousing Plus
Cameron Hill, RBC Capital Markets
Denise Thomas, Manatee County

- I. The Chairman called the meeting to order at 1:29 p.m., determined the presence of a quorum and acknowledged proof of publication of the Notice of Public Meeting.
- II. Public Comments: The Chairman called for public comments. Hearing none, public comment was closed.
- III. Motion made by Paul Sharff, seconded by Rich Pierro and carried unanimously to approve the Consent Agenda as follows
 - A. Minutes of December 12, 2017 meeting
 - B. Requisition No. 615 for website hosting and editing by Hendrickson Ink
 - C. Requisition No. 616 for fees and costs of Angela A. Abbott, P.A. for general services
 - D. Requisition No. 617 for fees and costs of Angela A. Abbott, P.A. in connection with the 2013-2018 Single Family Loan and MCC Program
 - E. Requisition No. 618 for fees and costs of Angela A. Abbott, P.A. in connection with administration of 2009 Home Ownership Loan Program
 - F. Next Meeting: March 13, 2018 or April 10, 2018, at 1:30 p.m. at 417 12th Street West, 2nd Floor Conference Room, Bradenton, Florida

IV. Report of Treasurer, Frank R. Dodson, III:

Mr. Dodson presented the General Fund Financial Report for December, 2017. Mr. Dodson noted that the \$500 servicing transfer fee was paid by Bank of America. He noted that interest and dividend income is up significantly over budget. Income for the month was \$53,000, and expenditures were \$166,000. As of the end of December, 2017, there is a net loss of \$113,363, which means the loan program has been active. Mr. Dodson indicated that the multifamily fee for River Trace due on January 1, 2018 had not been paid as of February 1, 2018. He spoke with Scott Schuhle at US Bank, who indicated that the Minneapolis Branch of US Bank is serving as Trustee of the River Trace Trust due to their relationship with the developer. Mr. Schuhle is contacting the account executive in Minneapolis on our behalf and working out a method for making the payments when due. Mr. Heagerty asked if the payment has been made. Mr. Dodson responded, not to his knowledge but he has confidence Mr. Schuhle will get it worked out. Motion made by Rich Pierro, seconded by Paul Sharff and carried unanimously to accept the Treasurer's report into the record.

V. Status Report on Single Family Programs:

A. Status Report of Single Family Loan and Mortgage Credit Certificate Program: Mr. Dodson presented a memo prepared by Ms. Abbott indicating that 4 loans closed during December, 2017, and January, 2018. He pointed out that, since the beginning of the fiscal year, the following loans were made by the following lenders:

Homestead Funding	6 Loans
HomeBridge	5 Loans
DHI Mortgage Corp.	4 Loans
Fairway Independent	1 Loan
Open Mortgage	1 Loan

He stated the expansion of loan offering and becoming more active with Realtors is increasing the success and diversity of our programs. He thanked Sue Denihan for her work with Realtors and bring on new lenders and Tim Wranovix for his work in adding new and expanding existing loan offerings. The members joined Mr. Dodson in congratulating Ms. Denihan and Mr. Wranovix on a job well done. Susan Leigh expressed that Sue Denihan is concerned that the number of loans being originated is not as great as it should be, but the program is building.

B. Consideration of Freddie Mac DPA Program: Mr. Dodson reminded the members that a new Freddie Mac program was adopted at the last meeting.

However, the fee structure option with EHousing Plus was not selected at the meeting. The professionals selected Option 2 as the appropriate fee structure to allow the program to move forward. Mr. Dodson indicated that the selection of Option 2 needs to be ratified by the Authority. Ms. Denihan stated that the Freddie Mac program is for low and very low income borrowers (50% and 80% AMI and below). Based upon the income category, Freddie Mac provides additional down payment assistance to the borrower in the form of a grant. EHousing Plus will monitor to make sure that the appropriate assistance is being provided and that the files are in compliance. Option 2 is the full service option for a fee of \$75 to the borrower. Denise Thomas asked about the level of assistance provided. Ms. Denihan responded that for borrowers at 80% of AMI, 0.50% of the loan amount, and at 50% of AMI, 2.0% of the loan amount of additional grant assistance is provided. Motion made by Frank Dodson, seconded by Rich Pierro, and carried unanimously to ratify the actions of the professionals in the selection of Option 2 of the EHousing Plus Service Proposal.

Tim Wranovix indicated that rates have started increasing, which effects minimum profits. As a result, on the GNMA grant option, the professionals changed the DPA from 5% to 3%, which lowered the rate. As additional options to the DPA second mortgage and GNMA grant option, Mr. Wranovix noted that 3%, 4% and no DPA options could be made available to bring down the blended rate. Ms. Leigh indicated that the professionals generally review and make recommendations as to additional options under the program. Mr. Dodson stated that he agrees that the options should be made available. Ms. Leigh stated that the program will remain fundamentally the same, with additional options. Denise Thomas stated that, if SHIP funds are not fully available in the upcoming year, the Board of County Commissioners may be requesting that the Authority fund DPA loans. The County's level of assistance is \$30,000, which is much greater than the HFA program. She stated that sales price limits may be increased, as well. She has been asked to approach the HFA to promote collaboration. Ms. Leigh stated FLALHFA is continuing to work on obtaining full funding of the SHIP program. Ms. Thomas stated that, on March 13, 2018, a housing work session will be held with the County. Mr. Heagerty stated that the HFA is more than willing to work with the County and that the HFA programs are very successful. Ms. Thomas requested a demographics report on the loans being made. The members emphasized that the HFA loans are not market rate loans. Ms. Denihan stated that she will produce a report for distribution to the County. Motion made by Rich Pierro, seconded by Frank Dodson and carried unanimously to approve the inclusion of the additional options discussed by Mr. Wranovix under the existing program. Mr. Wranovix stated that he will work with EHousing to implement the options.

Ms. Thomas asked whether lenders are directed or whether they choose which DPA options to utilize. She noted that HomeBridge has refused to utilize the County's DPA in conjunction with the HFA DPA. The HFA responded that it is the lenders' choice.

VI. Other:

- A. Consideration of request from FLALHFA. Ms. Leigh indicated that the FLALHFA Conference will be held in St. Petersburg in July. The request before that HFA is to sponsor at the host/platinum level. Mr. Dodson indicated that sponsorship at the requested level is set forth in the approved budget. Motion made by Rich Pierro, seconded by Paul Sharff and carried unanimously to approve the FLALHFA conference sponsorship of \$5,000.00.
- B. Discussion regarding the NALHFA Conference to be held May 9-12, 2018 in New Orleans, LA. Mr. Dodson pointed out that the upcoming NALHFA conference will end at 12:00 noon central time on Saturday, May 12, 2018. Since the distance is short and flights are generally available, Ms. Abbott does not recommend reimbursement for a Saturday night stay unless extenuating circumstances would justify the additional expense as set forth in the adopted travel policy. Motion made by Frank Dodson, seconded by Rich Pierro and carried unanimously to authorize reimbursement of hotel expenses for Wednesday, May 9, through Friday, May 11, 2018, subject to any adjustments authorized and allowed by Ms. Abbott under the adopted travel policy.
- C. Mr. Heagerty passed the gavel to Ms. Leigh. Motion made by Frank Dodson, seconded by James Heagerty and carried unanimously to approve the following slate of officers for the upcoming year:

Richard M. Pierro, Chairman
Hugh Miller, First Vice Chairman
Paul Sharff, Second Vice Chairman
James J. Heagerty, Jr., Third Vice Chairman
Frank R. Dodson, III, Secretary/Treasurer

VII. The meeting adjourned at 2:03 p.m.

Respectfully submitted:

By: _____
Frank R. Dodson, III, Secretary/Treasurer