

## **Alachua County Housing Finance Authority (HFA)**

Department of Community Support Services, Housing, 218 SE 24th Street Gainesville, Florida 32641  
Wednesday, March 13, 2024

### **Meeting Minutes**

#### **Members present:**

Genile Morris (Vice-chair), Michelle Beans (Secretary), Kali Blount

#### **Members Absent:**

Davin Woody (Chair), Haley Short

#### **Others present:**

Candie Nixon, Assistant Director, Community Support Services  
Patrick Miller, Housing Program Coordinator, Community Support Services  
Tonya James, Temp, Community Support Services  
Michel Eaton, Real Estate, Gainesville Housing Authority  
Malcolm Kiner, CCO, Gainesville Housing Authority

#### **Attendees on Zoom:**

Leslie Powell, Partner, Kutak Rock LLP  
Tim Wranovix, Director, National Housing Group – Raymond James  
Joe Eddy, Owner, JE Properties  
Brian Evjen, President, Newstar Development LLC  
Justin Corder, Vice President, Newstar Development LLC

**Meeting was called to order by Genile Morris, Vice-Chair at 3:00 PM.**

**1. Approval of Agenda:**

Michelle Beans motioned to approve, seconded by Kalie Blount, approved unanimously.

**2. Old Business:**

None

**3. New Business:**

- a. Sunshine Law Presentation (Senior County Attorney – Diana Johnson)
  - i. It prevents and back door decisions. Local government and state agencies must do all their public business in the sunshine. It must be before the public so they can hear and provide public comment.
  - ii. The three requirements to the Sunshine Law are, Reasonable notice to public, Open to public, and Keep minutes.
  - iii. Two or more members of the board cannot meet to discuss HFA business. This is a violation of the Sunshine Law and you can be subject to a civil penalty, removed from the board or HFA can be sued.

- iv. Do not reply all to emails because this may cause a discussion amongst members outside of a public meeting.
- v. If someone asks a board member for a public record, let staff know. Public records are a different chapter of the Sunshine Law.
- b. HFA Board Training (HFA Counsel – Leslie Powell)**
  - i. The HFA is a public body of corporate and politic, but different for a Housing Authority
  - ii. The state law requires a minimum of 5 members on the board. Your basic task is to finance and administer affordable housing and development programs.
  - iii. The County, State, Federal (IRS, HUD, SEC) are the overseers of this board.
  - iv. HFA can enter into legal contracts, borrow, lend, grant and invest money. The difference between lending and granting, one is repaid and the other is not.
  - v. Issue bonds, own, sell and rent property. HFA can also employ staff, engage consultants, both legal and otherwise.
  - vi. Do not have taxing authority or eminent domain authority.
  - vii. Work as a team and the Chair is the board leader, but the Chair cannot take unilateral action.
  - viii. There must be at least 3 members present in order to have a quorum. A quorum in need to take any official action.
  - ix. Staff are a key part of your team. They will make recommendations to the board, implement programs, and provide information requested to the board.
  - x. Work with the County Commission because their approval is needed for bond issuances.
  - xi. Set, review or revise policies.
  - xii. Meet periodically, keep minutes, adopt budget and your best discretion to set up program partners.
  - xiii. Make sure there are no conflict of interest.
  - xiv. Make sure HFA is compliant with any SEC disclosure regulations and avoid and liability.
- c. Vote for Housing Finance Authority Chair**
  - i. Michelle Beans motioned to table voting for Chair until next meeting, seconded by Kali Blount.
- d. Vote for Housing Finance Authority Vice Chair**
  - i. Michelle Beans motioned to table voting for Chair until next meeting, seconded by Kali Blount.
- e. Oakview Phase II – Inducement**
  - i. Looking to build six three story buildings. All residents who are relocated will have the option of returning.
  - ii. Expecting to have 90 and 95 percent of those units covered by project-based vouchers.
  - iii. 30 years for ARPA funds and 50 years for the tax credits.
  - iv. Michelle Beans motioned that the board defer to Genile Morris, Vice Chair to sign any documents necessary, seconded by Kali Blount, approved unanimously

- v. Michelle Beans motioned to accept the inducement for Oakview Phase II, seconded by Kali Blount, approved unanimously
- f. Woodland Park II – Inducement
  - i. Kali Blount motioned to approve inducement of Woodland Park II, second by Michelle Beans, approved unanimously

4. **Public Comments:**

None

5. **Comments:**

- a. Steven Weeks has retired from Housing Program Manager and Candie Nixon is the Interim Manager.
- b. The Harbor Cove project has been put on hold. They might bring it back around June.
- c. Staff requested a relocation plan from Woodland Park II because people are being displaced and don't have the finances to go somewhere else.
  - i. Woodland Park II will be hiring a consultant that will be coordinating that.
- d. Kali Blount invited everyone to Cypress Grove this Friday at 7:00 p.m. to a free jazz performance.
- e. TEFRA Hearing scheduled for March 26, 2024 at 9:00 a.m.

6. **Next Meeting:**

April 10, 2024

7. **Adjourn:**

Meeting Adjourned at 4:11 PM.