

HOUSING FINANCE AUTHORITY OF PINELLAS COUNTY
Board Meeting – June 7, 2023 – 3:00 pm
The Palm Room at the Pinellas County Communications Building
333 Chestnut Street
Clearwater, FL 33756

AGENDA

- 1. CALL TO ORDER**
 - Pledge of Allegiance
 - Introductions

- 2. PUBLIC COMMENTS**

- 3. APPROVAL OF MINUTES**
 - A. May 2023

- 4. TREASURER’S REPORTS**
 - A. April 2023
 1. General Fund
 2. Housing Trust Fund
 3. Land Assembly Fund
 4. Land Assembly Fund (St. Petersburg)

- 5. COMMUNICATIONS TO THE AUTHORITY**
 - A. Suncoast Housing Connections usage report - \$100,000 loan

- 6. REPORTS BY STAFF**
 - A. HFA Operations and Multi-Family Update – Kathryn Driver
 1. Occupancy Report
 - B. Single Family Update – Karmen Lemberg
 - C. Special Projects Update – Lolitha Stone

- 7. NEW BUSINESS**
 - A. Skyway Lofts II Apartments (Inducement) – Kathryn Driver
 1. Memorandum
 2. Resolution **2023-09**
 - A. Memorandum of Agreement
 - B. Lealman Heights Apartments (Inducement) – Kathryn Driver
 1. Memorandum
 2. Resolution **2023-10**
 - A. Memorandum of Agreement

- 8. BOARD MEMBER COMMENTS**

- 9. ADJOURNMENT**

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which includes testimony and evidence upon which the appeal is to be based.

Upcoming...

- **Next Meeting July 5, 2023**
The Palm Room at the Pinellas County Communications Building
333 Chestnut Street, Clearwater, FL 33756
- **FLALHFA 2023 Educational Conference July 12-15, 2023, Sarasota**

Meeting materials that are not currently available in ADA compliant electronic format are available upon request. Contact Kathryn Driver 727-223-6418, Karmen Lemberg 727-223-6419, Lolitha Stone 727-300-0819 or newhome@pinellashfa.com

**Housing Finance Authority Board
Pinellas County
June 7, 2023 Meeting Minutes**

The Housing Finance Authority (HFA) Board of Pinellas County (as created by the Code of Ordinances of Pinellas County, Section 2-386) met in regular session at 3:00 PM on this date in the Palm Room at the Pinellas County Communications Building, 333 Chestnut Street, Clearwater, Florida.

Present

Steven Beal, Chairman
Robyn Fiel, Vice-Chairman
Paul Burroughs, Assistant Treasurer/Secretary
Kim Wagner, Treasurer

Others Present

Kathryn Driver, Executive Director, HFA
Karmen Lemberg, Director of Homeownership Programs and Operations, HFA
Lolitha Stone, Director of Special Programs, HFA
Michael Cronin, Attorney, Johnson, Pope, Bokor, Ruppel & Burns, LLP
Debbie Berner, RBC Capital Markets
Barbara Clark, Barbara Clark & Co.
Adam Cray, CSG Advisors
Misty Dalke, Raymond James
David Jones, CSG Advisors
Brie Lemmerman, Southport Financial Services, Inc.
Robert Reid, Bryant Miller Olive, PA
Tim Wranovix, Raymond James
Teresa Ribble, Board Reporter, Deputy Clerk
Other interested individuals

All documents provided to the Clerk's Office have been filed and made a part of the record.

CALL TO ORDER

Chairman Beal called the meeting to order at 3:00 PM and led the Pledge of Allegiance. At his request, those attending in person introduced themselves, and those attending virtually were introduced by Ms. Stone.

PUBLIC COMMENTS

No one responded to the Chairman's call for public comment.

APPROVAL OF MINUTES

Ms. Fiel made a motion to approve the minutes of the May 11, 2023 meeting. The motion was seconded by Ms. Wagner and carried unanimously.

TREASURER'S REPORTS

General Fund – April 2023

Ms. Wagner presented the HFA General Fund financial statements for the month of April 2023; whereupon, she reviewed the April Cash Roll Report and moved to approve the reports as presented. The motion was seconded by Mr. Burroughs and carried unanimously.

Housing Trust Fund – April 2023

Ms. Wagner presented the HFA Housing Trust Fund financial statements for the month of April 2023; whereupon, she reviewed the April Cash Roll Report and moved to approve the reports as presented. The motion was seconded by Ms. Fiel and carried unanimously.

Land Assembly Fund – April 2023

Ms. Wagner presented the HFA Land Assembly Fund financial statements for the month of April 2023; whereupon, she reviewed the April Cash Roll Report.

Mr. Burroughs made a motion to approve the reports as presented. The motion was seconded by Ms. Fiel and carried unanimously.

Land Assembly Fund (St. Petersburg) – April 2023

Ms. Wagner presented the HFA and St. Petersburg Land Assembly Fund financial statements for the month of April 2023; whereupon, she reviewed the April Cash Roll Report and moved to approve the reports as presented. The motion was seconded by Ms. Fiel and carried unanimously.

COMMUNICATIONS TO THE AUTHORITY

Suncoast Housing Connections Usage Report - \$100,000 loan

Ms. Driver indicated that the usage report received monthly from Suncoast Housing Connections is included in the agenda packet; that the revolving loan is utilized for down payment assistance and foreclosure prevention; and pointed out that there is again usage activity on the loan since Suncoast has resolved the issue with its banking account.

REPORTS BY STAFF

HFA Operations and Multi-Family Update

Ms. Driver noted that the multi-family occupancy report, which is received from the compliance monitors, is included in the agenda packet and provided the following updates:

- Board member submittals of Form 1 are due by July 1.
- Multi-family development, Oakhurst Trace, received Tax Equity Fiscal Responsibility Act (TEFRA) approval at a March Board of County Commissioners' (BCC) meeting. It is estimated that closing will take place in December 2023.
- A groundbreaking ceremony was held on June 5 for Bear Creek Commons, a senior development in St. Petersburg.
- Work is continuing at Riverside Apartments, the acquisition/rehabilitation project in Tarpon Springs. Many partners are joining this effort, including possible Section 8 voucher availability through Pinellas County Housing Authority.
- Three projects received approval for subsidy funding at the May 9 BCC meeting, two of which, Skyway Lofts 2 and Lealman Heights, are being presented for consideration of inducement at today's HFA meeting. The third, Burlington Post 2, will be submitting an application and is anticipated to be presented for inducement in either July or August.
- Discussions are continuing with developers regarding potential additional multi-family transactions.
- Florida Housing Finance Corporation just facilitated a workshop regarding funding related to the State Apartment Incentive Loan (SAIL) program. Another workshop will be held later in June regarding funding from the Live Local Act for SAIL, as well as a

similar program. Ms. Driver is aware of developers who plan to apply during the upcoming SAIL funding cycle, in conjunction with their utilization of HFA bonds and 4% tax credits.

- Discussions are continuing with Habitat for Humanity and the City of Tarpon Springs regarding redevelopment of the Tarpon lots.
- Applications to fill the Board seat left vacant by Kristina Kovarik will be considered by the BCC at its July 18 meeting.
- Next week, Ms. Driver will be speaking as part of a panel on attainable workforce housing at a University of South Florida *Academia Meets Practice* event.
- PowerPoint presentations from the National Association of Local Housing Finance Agencies' 2023 Annual Conference have been posted to the shared drive.
- Ms. Driver has been meeting with various people regarding the Live Local Act, and a concerted effort is underway to develop a unified regional voice with regard to the provisions within the Act.
- The Florida Association of Local Housing Finance Authorities' (FLALHFA) Annual Educational Conference will be held July 12 through 15 in Sarasota.

In response to a query by Chairman Beal, Ms. Driver indicated that she will be speaking at the *Academia Meets Practice* event at 4:30 PM; and that she would send the members a link for virtual participation.

Single Family Update

Ms. Lemberg referenced the *Single Family Program Update* memorandum included in the agenda packet, noting a correction to the total amount in the pipeline; that the corrected amount is \$17,161,097.00; and that approximately \$4.7 million of mortgage-backed securities was purchased in May, with an additional purchase of \$2.7 million occurring in the coming week; whereupon, she reported that the Program's most active lenders are attributing the slight slowdown in originations to high purchase prices and lack of inventory; and that she will be attending the Home Ownership for People Everywhere Expo on June 10.

Special Projects Update

Ms. Stone provided a revision to the *Updates on Special Programs* memorandum included in the agenda packet and reported that the Land Trust Program home on Loman

Court closed on June 6. She noted that the first phase of repairs on the rental property is complete; that the second phase will occur at a later date; and that she is continuing to educate homeowners regarding increases in insurance and taxes, as well as providing them with methods to shop for insurance.

Ms. Stone indicated that she is working with Habitat for Humanity to complete and close out files on properties which closed in 2022 and to educate current Land Trust Program members about the land trust agreement.

NEW BUSINESS

Skyway Lofts II Apartments (Inducement)

RESOLUTION NO. 2023-09 EXPRESSING THE INTENT OF THE HOUSING FINANCE AUTHORITY OF PINELLAS COUNTY, FLORIDA TO PROCEED WITH THE FINANCING OF A MULTIFAMILY RESIDENTIAL RENTAL HOUSING PROJECT THROUGH THE ISSUANCE OF ITS MULTIFAMILY HOUSING REVENUE BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$12,500,000 FOR THE BENEFIT OF BLUE PINELLAS 2, LLC, A FLORIDA LIMITED LIABILITY COMPANY, OR ITS AFFILIATE, AUTHORIZING THE SCHEDULING OF A PUBLIC HEARING ON THE FINANCING; AND ESTABLISHING AN EFFECTIVE DATE.

Ms. Driver introduced the item indicating that is for consideration of an inducement resolution for Skyway Lofts II Apartments. Referencing a memorandum titled *Analysis of the Bond Application for Skyway Lofts II*, she related that it is a summary, created by CSG Advisors, of the project's bond application.

Mr. Jones, utilizing the above-referenced memorandum, provided an overview of the project, including information related to requested bond issuance amount, income averaging, breakdown of units and area median income levels, and funding. He noted that the developer is Blue Sky Communities; that it is the second phase of the existing Skyway Lofts; and that it is slated to be 66 units of new construction.

In response to a comment by Mr. Burroughs, Blue Sky Communities' Angela Hatcher indicated that she believes the development will be filled quickly upon opening; whereupon, she briefly discussed information regarding the anticipated permanent loan, status of credit underwriting process, and expected timeline for execution of a general contractor agreement.

Responding to queries by Ms. Wagner, Ms. Hatcher related that the first phase of Skyway Lofts is fully occupied; that there are no project-based vouchers for the development; and

that she will obtain information related to whether there are tenant-based vouchers currently being utilized at Skyway Lofts and provide that to Ms. Driver.

Mr. Reid provided a summary of the proposed resolution, including its purpose and what it authorizes; whereupon, Ms. Fiel made a motion to approve Resolution No. 2023-09 as presented. The motion was seconded by Ms. Wagner and carried unanimously.

Lealman Heights Apartments (Inducement)

RESOLUTION NO. 2023-10 EXPRESSING THE INTENT OF THE HOUSING FINANCE AUTHORITY OF PINELLAS COUNTY, FLORIDA TO PROCEED WITH THE FINANCING OF A MULTIFAMILY RESIDENTIAL RENTAL HOUSING PROJECT THROUGH THE ISSUANCE OF ITS MULTIFAMILY HOUSING REVENUE BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$19,000,000 FOR THE BENEFIT OF SP PINELLAS II LLC, A FLORIDA LIMITED LIABILITY COMPANY, OR ITS AFFILIATE; AUTHORIZING THE SCHEDULING OF A PUBLIC HEARING ON THE FINANCING AND ESTABLISHING AN EFFECTIVE DATE.

Ms. Driver introduced the item, referenced the *Analysis of the Bond Application for Lealman Heights* memorandum provided to the members, noting a slight change to the version included in the agenda packet in the *Sources of Funds: Permanent Loan Phase* section, provided historical information related to the property, and summarized plans to work with the current tenants while construction is being completed.

Responding to a query by Mr. Burroughs, Mr. Cray, with input by Ms. Driver, related that based on experience with other transactions the interest reserve can be value engineered into the project as financing plans develop; that any potential issues will be worked out through the formal credit underwriting process; and that the transaction will be brought back before the Board for final bond approval following the completion of that process.

Mr. Cray provided details regarding the developer's affordable housing experience and an overview of the project, including information related to requested bond issuance amount, sources of financing, and temporary tenant relocation; whereupon, he indicated that that the potentially undersized interest reserve sizing is an issue to be monitored, but is not viewed as an impediment to inducement.

Mr. Reid summarized the purpose and authorizing aspects of the proposed resolution; whereupon, Ms. Wagner made a motion to approve Resolution No. 2023-10 as presented. The motion was seconded by Ms. Fiel and carried unanimously.

BOARD MEMBER COMMENTS

Ms. Wagner expressed appreciation for the project summary memoranda presented today by CSG Advisors.

Chairman Beal reminded the members of next month's Board meeting scheduled for July 5 and the FLALHFA Annual Educational Conference being held in Sarasota from July 12 through 15.

ADJOURNMENT

The meeting was adjourned at 3:39 PM.