

**Michigan State Housing Development Authority
Minutes of Authority Meeting
May 23, 2018**

AUTHORITY MEMBERS PRESENT (Lansing):

Jeremy Hendges for Roger Curtis
Mary Martin for N.A. Khouri
Carl English
Mike Kapp for Kirk Steudle
Luke Terry

AUTHORITY MEMBERS ABSENT:

Tyrone Hamilton (Excused)
Deb Muchmore (Excused)
Scott Wierda (Excused)

OTHERS PRESENT (Lansing/Detroit):

Earl J. Poleski, Executive Director
Brian Mills, Chief of Staff
Maria Ostrander, Executive
Mary Cook, Executive
Clarence L. Stone, Jr., Legal Affairs
Willard G. Moseng, Legal Affairs
Amanda Curler, Legal Affairs
Diana Bitely, Legal Affairs
Jeffrey Sykes, Chief Financial Officer
Chris Hall, Technical Support Services
Katie Bach, Governmental & Media Affairs
Jess Sobel, Executive
Mary Townley, Homeownership
John Hundt, Rental Development
Andy Martin, Rental Development
Chad Benson, Rental Development
Troy Thelen, Rental Development
Mike Witt, Asset Management
Scott Grammer, Procurement
Joe Parks, Office of Employee Services
Ron Farnum, Office of Attorney General
Lisa Hagan, Hawkins, Delafield & Wood LLP
Rhonda Welburn, Dickinson Wright
David Notkin, Bank of America Merrill Lynch
Tim Rittenhouse, CSG Advisors
Donna McMillan, MHT Housing
Peter Tallerico, MHT Housing
Ben Dowd, CEDAM
Rhonda Thomas, Gold Star Housing (Roberts III)
Samuel Thomas, Gold Star Housing (Roberts III)
Michael Shane, Public
Amiyoma Zigwe, Public
Debra Simmons, Public

The Chair, Jeremy Hendges, called the meeting to order at 10:03 a.m. Following Roll Call, Mr. Hendges asked for public comment.

Michael Shane urged the board members and MSHDA staff to consider the memorandum he submitted and asked MSHDA to amend its Hardest Hit Funds requirements in order to do the following for Detroit residents: (a) pull homes from auctions, (b) allow occupants to stay in their homes, (c) stabilize neighborhoods, (d) help residents pay their water bills, and (e) train residents in money management.

Amiyoma Zigwe spoke in support of the aforementioned proposal, adding that he would like to see additional assistance for residents struggling with tax and mortgage payments in the Detroit area.

Debra Simmons also spoke in support of the proposal, noting that Hardest Hit assistance should be used to pay off homes instead of tearing them down.

There being no further public comment, Mr. Hendges noted that goldenrods for Tabs F, G and Tab H were distributed at the table. He then turned the meeting over to Executive Director Earl Poleski.

Mr. Poleski reported on the following:

- Mr. Poleski thanked the board for its work on the upcoming purchase of 735 E. Michigan Avenue.
- Mr. Poleski announced the Mackinac Policy Conference will be held May 29 through June 1, 2018 and stressed the importance of these conferences to gain knowledge and spark ideas through training and networking efforts.
- Mr. Poleski asked the board to recognize Mary Lou Keenon for her years of service as she will be retiring in June of this year.
- Mr. Poleski asked Chief Financial Officer, Jeffrey Sykes, to provide a brief overview of the proposed 2018-2019 Budget, noting that the final 2018-2019 budget will go before the board for approval at the June 27, 2018 board meeting. Mr. Sykes then reviewed the proposed 2018-2019 budget with the board.
- Mr. Poleski asked Director of Development, Andy Martin, and Financial Manager for Low Income Housing Tax Credits, Chad Benson, to give an overview of the proposed 2019-2020 Qualified Allocation Plan ("QAP"), noting that the final QAP will go before the board for approval at the June 27, 2018 board meeting. Mr. Martin and Mr. Benson then reviewed the proposed QAP with the board.

Agenda (Tab A): Mr. Hendges requested a motion to approve the agenda. Mike Kapp moved approval of the agenda. Luke Terry supported. The agenda was unanimously approved.

Consent Agenda (Tabs B-E) Mike Kapp moved approval of the consent agenda. Mary Martin supported. The consent agenda was approved. The consent agenda included the following resolutions:

Tab B Minutes – April 25, 2018

Tab C Resolution Authorizing Professional Services Contract with Environmental

Testing & Consulting, Inc. for Environmental Investigations and Risk Assessments

Tab D Resolution Authorizing Extension of Term of Housing Development Fund Grant to Community Reinvestment Fund, USA, HDF-321

Tab E Resolution Appointing a Member of the Board of Michigan Community Capital

Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Rental Housing Revenue Bonds, 2018 Series A in an Amount Not to Exceed \$240,000,000 (Tab F) was presented by Chief Financial Officer, Jeff Sykes, Rhonda Welburn of Dickinson Wright, Tim Rittenhouse of CSG Advisors, and David Notkin of Bank of America Merrill Lynch. Mr. Sykes reviewed the business aspects for the proposed resolution as detailed in the board documents. Ron Farnum of the Attorney General's office and Clarence Stone, Director of Legal Affairs, concurred that the resolution for Tab F and the table documents were in proper form. Carl English moved approval of the resolution. Luke Terry supported.

The following Roll Call vote was taken for Tab F:

Jeremy Hendges – Yes	Mary Martin – Yes	Carl English – Yes
Mike Kapp – Yes	Luke Terry - Yes	

Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Rental Housing Revenue Bonds, 2018 Series B in an Amount Not to Exceed \$15,000,000 (Tab G) was presented by Chief Financial Officer, Jeff Sykes, Rhonda Welburn of Dickinson Wright, Tim Rittenhouse of CSG Advisors, and David Notkin of Bank of America Merrill Lynch. Mr. Sykes reviewed the business aspects for the proposed resolution as detailed in the board documents. Ron Farnum of the Attorney General's office and Clarence Stone, Director of Legal Affairs, concurred that the resolution for Tab G and the table documents were in proper form. Luke Terry moved approval of the resolution. Carl English supported.

The following Roll Call vote was taken for Tab G:

Jeremy Hendges – Yes	Mary Martin – Yes	Carl English – Yes
Mike Kapp – Yes	Luke Terry - Yes	

Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Rental Housing Revenue Bonds, 2018 Series C in an Amount Not to Exceed \$134,000,000 (Tab H) was presented by Chief Financial Officer, Jeff Sykes, Rhonda Welburn of Dickinson Wright, Tim Rittenhouse of CSG Advisors, and David Notkin of Bank of America Merrill Lynch. Mr. Sykes reviewed the business aspects for the proposed resolution as detailed in the board documents. Ron Farnum of the Attorney General's office and Clarence Stone, Director of Legal Affairs, concurred that the resolution for Tab H and the table documents were in proper form. Carl English moved approval of the resolution. Luke Terry supported.

The following Roll Call vote was taken for Tab H:

Jeremy Hendges – Yes	Mary Martin – Yes	Carl English – Yes
Mike Kapp – Yes	Luke Terry - Yes	

Resolution Authorizing Housing Development Fund Grant to the City of Detroit for the Bridging Neighborhoods Program, MSHDA HDF-379 (Tab I) was presented by Jess Sobel of Housing Initiatives. Mr. Sobel reviewed the specifics of the proposed resolution as detailed in the board documents. Mike Kapp moved approval of the resolution. Mary Martin supported. The resolution was approved.

Resolution Determining Mortgage Loan Feasibility/Resolution Authorizing Mortgage Loan, Camelot Hills, MSHDA Development No. 658-2, City of Lansing, Ingham County (Tab J) was presented by John Hundt of Rental Development. Mr. Hundt reviewed the business aspects of the proposed resolution as detailed in the board documents. . Luke Terry moved approval of the resolution. Carl English supported. The resolution was approved.

Resolution Determining Mortgage Loan Feasibility/Resolution Authorizing Mortgage Loan, Park Forest, MSHDA Development No. 488-2, Blackman Charter Township, Jackson County (Tab K) was presented by John Hundt of Rental Development. Mr. Hundt reviewed the business aspects of the proposed resolution as detailed in the board documents. Carl English moved approval of the resolution. Mary Martin supported. The resolution was approved.

Resolution Determining Mortgage Loan Feasibility/Resolution Authorizing Mortgage Loan, Roberts III, MSHDA Development No. 444-2, City of Detroit, Wayne County (Tab L) was presented by John Hundt of Rental Development. Mr. Hundt reviewed the business aspects of the proposed resolution as detailed in the board documents. Luke Terry moved approval of the resolution. Carl English supported. The resolution was approved.

Mr. Hendges noted that the following reports were included for information: 2018-2019 Budget (Draft) **(Tab 1)**, March 31, 2018 Quarterly Financials **(Tab 2)**, Homeownership Production Report **(Tab 3)**, Current and Historical Homeownership Data **(Tab 4)**, and the Hardest Hit Report **(Tab 5)**.

Mr. Hendges noted that the next two board meetings are scheduled for June 27, 2018 and July 25, 2018.

There being no further business, Mr. Hendges requested a motion to adjourn. Carl English moved to adjourn. Mike Kapp supported the motion, and it was unanimously approved and accepted. The meeting adjourned at 11:45 a.m.