

Michigan State Housing Development Authority
DRAFT – Minutes of Authority Board Meeting
January 25, 2017

AUTHORITY MEMBERS PRESENT (Lansing/Detroit): **AUTHORITY MEMBERS ABSENT:**

Jeremy Hendges for Roger Curtis
Eric Scorsone for N.A. Khouri
Mike Kapp for Kirk Steudle
Deb Muchmore
Alexander Simpson
Tyrone Hamilton
Carl English

Scott Wierda (excused)

AUTHORITY STAFF PRESENT (Lansing/Detroit):

Kevin Elsenheimer, Executive Director
Brian Mills, Chief Operating Officer
Jeffrey Sykes, Chief Financial Officer
Tracy Crockett, Executive
Mary Cook, Executive
Chris Hall, Technical Support Services
Mary Lou Keenon, Employee Services
Mary Townley, Homeownership
Clarence Stone, Legal Affairs
Margaret Meyers, Legal Affairs
Katie Bach, Governmental & Media Affairs
Mike Witt, Asset Management
Troy Thelen, Asset Management
John Hundt, Rental Development
Kelly Rose, Rental Assistance & Homeless Solutions
Jess Sobel, Housing Initiatives
James Butler, Employee Services
Grace Ramirez, Employee Services

OTHERS PRESENT (Lansing/Detroit):

Ronald Farnum, Office of the Attorney General
John Millhouse, Office of the Attorney General
Jamie Schriener-Hooper, CEDAM
Jacob Kanclerz, MIRS

Antria Daugherty, Habitat for Humanity of MI
Lisa Hagan, Hawkins Delafield & Wood LLP
Keeli Baker, Michigan Housing Council
Bob Foggio, Jefferies

The meeting was called to order by the Chair, Jeremy Hendges, at 10:02 a.m. Following Roll Call, Mr. Hendges asked for public comment.

There being no public comment, Mr. Hendges noted there were goldenrods for Tabs A, N, O, P and 4 and new items for Tabs D & Q. He then turned the meeting over to Executive Director, Kevin Elsenheimer.

Mr. Elsenheimer reported the following:

- 1) Chief Financial Officer, Jeff Sykes, has been promoted to a level 18.
- 2) Scott Starr has been hired as the new Director of Operations and will begin in mid-February. He comes to MSHDA from the Department of Technology, Management & Budget and will report to Brian Mills.
- 3) Jennifer Edmonds has been hired as the Manager of Audit and Compliance. She comes to MSHDA from the Department of Talent & Economic Development and reports to the Executive Director.

Mr. Hendges reported that he and Brian Mills will continue to work with the Governor's office on finding a replacement for Mr. Elsenheimer and will keep board members and staff informed.

Agenda (Tab A). Mr. Hendges requested a motion to approve the amended agenda. Ms. Muchmore moved approval. Mr. Kapp supported. The amended agenda was unanimously approved.

Consent Agenda: Mr. Kapp moved approval of the consent agenda. Ms. Muchmore supported. The consent agenda was approved. The consent agenda included the following resolutions:

- Tab B Minutes – December 14, 2016
- Tab C Amended and Restated Resolution Authorizing Signatories
- Tab D Resolution Authorizing Agent for Single-Family Mortgage Loan Servicing – Loancare, LLC
- Tab E Resolution Authorizing Transfer of Partnership/Membership Interests, Meadows at Anchor Bay, MSHDA Development No. 985, City of New Baltimore, Macomb County
- Tab F Resolution Authorizing New Contracts for Inspection Services with Housing Compliance Specialists and The Inspection Group, Inc.

"Resolution of Appreciation – Alexander Simpson" (Tab G) was presented by Mr. Hendges. Mr. Hendges expressed his appreciation for Mr. Simpson's service on the MSHDA Board and read the resolution of appreciation. Mr. Elsenheimer also expressed his appreciation for Mr. Simpson's diligent service to the Board and noted that a framed certificate would be shipped to him. Mr. Scorsone moved approval of the resolution. Mr. English supported. The resolution was unanimously approved.

"Resolution of Appreciation – Steve Arwood" (Tab H) was presented by Mr. Hendges. Mr. Hendges read the resolution of appreciation and presented Mr. Arwood with a framed certificate. Mr. Elsenheimer expressed his appreciation for Mr. Arwood's service and personal/professional guidance through the years. Mr. Arwood expressed gratitude for the opportunity to serve on the MSHDA board and commended Mr. Elsenheimer for his tenure with MSHDA. Mr. Kapp moved approval of the resolution. Ms. Muchmore supported. The resolution was unanimously approved.

"Resolution Authorizing Conversion of the Interest Rate on the Michigan State Housing Development Authority Variable Rate Demand Limited Obligation Multifamily Housing Refunding Revenue Bonds (Teal Run I Apartments Project) Series 2007A, Authorizing

Acceptance of GNMA Securities as Security and Authorizing the Execution of Certain Documents and Determining and Authorizing Other Matters Relative Thereto" (Tab I) was presented by Jeff Sykes, Chief Financial Officer and Lisa Hagan of Hawkins Delafield & Wood LLP. Mr. Sykes reviewed the business aspect of the proposed resolution and Ms. Hagan reviewed the relevant provisions as detailed in the board documents. Ron Farnum of the Michigan Attorney General's office stated the resolutions for **Tabs I, J, K and L** were in proper form for board action. Ms. Muchmore moved approval of the resolution. Mr. English supported and the following Roll Call vote was taken:

Jeremy Hendges – Yes	Eric Scorsone – Yes	Deb Muchmore – Yes
Carl English – Yes	Mike Kapp – Yes	Tyrone Hamilton – Yes
Alex Simpson – Yes		

There were seven (7) "yes" votes and no "nay" votes. The resolution was unanimously approved.

"Resolution Authorizing Conversion of the Interest Rate on the Michigan State Housing Development Authority Variable Rate Demand Limited Obligation Multifamily Housing Refunding Revenue Bonds (Sand Creek II Apartments Project) Series 2007A, Authorizing Acceptance of GNMA Securities as Security and Authorizing the Execution of Certain Documents and Determining and Authorizing Other Matters Relative Thereto" (Tab J) was presented by Jeff Sykes, Chief Financial Officer. Mr. Sykes explained the specifics of the proposed resolution as detailed in the board documents. Mr. Scorsone moved approval of the resolution. Mr. Hamilton supported and the following Roll Call vote was taken:

Jeremy Hendges – Yes	Eric Scorsone – Yes	Deb Muchmore – Yes
Carl English – Yes	Mike Kapp – Yes	Tyrone Hamilton – Yes
Alex Simpson – Yes		

There were seven (7) "yes" votes and no "nay" votes. The resolution was unanimously approved.

"Resolution Authorizing Conversion of the Interest Rate on the Michigan State Housing Development Authority Variable Rate Demand Limited Obligation Multifamily Housing Refunding Revenue Bonds (Sand Creek Apartments, Phase I Project) Series 2007A, Authorizing Acceptance of GNMA Securities as Security and Authorizing the Execution of Certain Documents and Determining and Authorizing Other Matters Relative Thereto" (Tab K) was presented by Jeff Sykes, Chief Financial Officer. Mr. Sykes explained the specifics of the proposed resolution as detailed in the board documents. Mr. English moved approval of the resolution. Mr. Hamilton supported and the following Roll Call vote was taken:

Jeremy Hendges – Yes	Eric Scorsone – Yes	Deb Muchmore – Yes
Carl English – Yes	Mike Kapp – Yes	Tyrone Hamilton – Yes
Alex Simpson – Yes		

There were seven (7) "yes" votes and no "nay" votes. The resolution was unanimously approved.

"Resolution Authorizing Conversion of the Interest Rate on the Michigan State Housing Development Authority Adjustable Rate Limited Obligation Multifamily Housing Revenue Bonds, Series 2000A (Berrien Woods III Apartments), Authorizing Acceptance of GNMA Securities as Security and Authorizing the Execution of Certain Documents and Determining and Authorizing Other Matters Relative Thereto" (Tab L) was presented Jeff Sykes, Chief Financial Officer. Mr.

Sykes explained the specifics of the proposed resolution as detailed in the board documents. Mr. Scorsone moved approval of the resolution. Ms. Muchmore supported and the following Roll Call vote was taken:

Jeremy Hendges – Yes	Eric Scorsone – Yes	Deb Muchmore – Yes
Carl English – Yes	Mike Kapp – Yes	Tyrone Hamilton – Yes
Alex Simpson – Yes		

There were seven (7) “yes” votes and no “nay” votes. The resolution was unanimously approved.

"Resolution Declaring Official Intent to Reimburse Expenditures for Financing and Purchasing Mortgage Loans" (Tab M) was presented by Jeff Sykes, Chief Financial Officer. Mr. Sykes explained the specifics of the proposed resolution as detailed in the board documents. Ms. Muchmore moved approval of the resolution. Mr. Hamilton supported and the following Roll Call vote was taken:

Jeremy Hendges – Yes	Eric Scorsone – Yes	Deb Muchmore – Yes
Carl English – Yes	Mike Kapp – Yes	Tyrone Hamilton – Yes
Alex Simpson – Yes		

There were seven (7) “yes” votes and no “nay” votes. The resolution was unanimously approved.

"Resolution Determining Mortgage Loan Feasibility / Resolution Authorizing Mortgage Loan, Woodland Place, MSHDA Development No. 3724, City of Hart, Oceana County" (Tab N) was presented by John Hundt of the Rental Development division. Mr. Hundt reviewed the specifics of the proposed resolution as detailed in the board documents. Mr. English moved approval of the resolution. Mr. Hamilton supported. The resolution was unanimously approved.

"Resolution Determining Mortgage Loan Feasibility / Resolution Authorizing Mortgage Loan, Gardenview 5, MSHDA Development No. 3757, City of Detroit, Wayne County" (Tab O) was presented by John Hundt of the Rental Development division. Mr. Hundt reviewed the specifics of the proposed resolution as detailed in the board documents. Ms. Muchmore moved approval of the resolution. Mr. English supported. The resolution was unanimously approved.

"Resolution Authorizing Housing Development Fund Grant to the Michigan Strategic Fund to Promote Community Development, MSHDA HDF-325" (Tab P) was presented by Chief Placemaking Officer, Gary Heidel, Jess Sobel of the Housing Initiatives division and Jeff Sykes, Chief Financial Officer. Mr. Heidel and Mr. Sobel reviewed the specifics of the proposed resolution as detailed in the board documents. Mr. English moved approval of the resolution. Mr. Kapp supported. The resolution was unanimously approved.

"Resolution – Appointment of Acting Executive Director" (Tab Q) was presented by Mr. Elsenheimer. Mr. Elsenheimer commented on the work ethic and qualifications of Chief of Staff, Brian Mills, and proposed his appointment as the Acting Executive Director until a permanent Executive Director is appointed. Ms. Muchmore moved approval of the resolution. Mr. English supported. The resolution was unanimously approved.

"Resolution - Acceptance of Resignation of Executive Director" (Tab R) was presented by Mr. Hendges. Mr. Hendges expressed his appreciation for Executive Director, Kevin Elsenheimer, and requested a motion for approval of the resolution. Mr. Scorsone moved approval of the resolution. Mr. Hamilton supported. The resolution was unanimously approved.

"Resolution of Appreciation – Kevin Elsenheimer" (**Tab S**) was presented by Chief of Staff, Brian Mills. Mr. Mills expressed his appreciation for Mr. Elsenheimer's leadership and professional guidance through the years and most recently during his tenure at MSHDA. Mr. Mills presented Mr. Elsenheimer with a framed certificate. Mr. Elsenheimer thanked Mr. Mills, MSHDA staff and board members for their quality work. Mr. English moved approval of the resolution. Mr. Scorsone supported. The resolution was unanimously approved.

Mr. Hedges noted that the following reports were included for information: Homeownership Production Report (**Tab 1**), Blight Monthly Report (**Tab 2**), Loan Portal Performance Report (**Tab 3**), Delegated Action Reports (**Tab 4**), and September 30, 2016 Quarterly Financials (**Tab 5**).

Mr. Hedges noted that the next two board meetings are scheduled for February 22 and March 22.

There being no further business, Mr. Hedges requested a motion to adjourn. Ms. Muchmore moved to adjourn. Mr. Kapp supported the motion, and it was unanimously approved and accepted. The meeting adjourned at 11:01 a.m.