

**Michigan State Housing Development Authority
Minutes of Authority Meeting
June 25, 2020**

AUTHORITY MEMBERS PRESENT:

Jeff Donofrio
Mark Burton
Carl English
Rachael Eubanks
Jennifer Grau
Deb Muchmore

AUTHORITY MEMBERS ABSENT:

Regina Bell
Tyrone Hamilton

OTHERS PRESENT:

Gary Heidel, Acting Executive Director
Maria Ostrander, Executive
Mary Cook, Executive
Clarence Stone, Legal Affairs
Rick Norton, Legal Affairs
Lisa Ward, Legal Affairs
Jeff Sykes, Finance
Troy Thelen, Asset Management
John Hundt, Rental Development
Kelly Rose, Rental Assistance and Homeless Solutions
Jonathan Hilliker, Executive
Chad Benson, Rental Development
Ryan Koenigsknecht, Rental Development
Kathryn Evans, Asset Management
Amber McCray, Asset Management
Justin Wieber, Asset Management
Ron Farnum, Office of Attorney General
Mike Fobbe, Office of Attorney General
John Millhouse, Office of Attorney General
Matt Schoenherr, Communications
Sandy Pearson, Habitat for Humanity

Fourteen additional members of the public participated via the following conference line: 248-509-0316, Conference ID: 269 761 3#.

Chairperson Jeff Donofrio opened the meeting at 10:01 a.m. Tyrone Hamilton and Regina Bell were absent; the remaining Authority members were present except for Carl English, who joined the call at 10:23 a.m.

Mr. Donofrio asked Jonathan Hilliker, IT Customer Service Liaison, to provide an overview of the meeting format, which was being conducted through Microsoft Teams. Mr. Hilliker explained that Board members and presenters were participating by video through a previously provided video link. A separate telephonic conference line linked to the video meeting was made available to the public.

Mr. Donofrio requested public comments from teleconference participants. Ms. Sandy Pearson from Habitat for Humanity provided a statement on behalf of the organization’s affiliate network. She thanked the Authority for its continued partnership and reiterated the importance of this relationship.

Mr. Donofrio noted the following administrative items:

- Documents for Tab G, Inducement Resolution for CityLine Apartments, which were unavailable when the Board Docket was initially distributed.
- A goldenrod for the Staff Report in Tab J, Feasibility and Loan Commitment Resolutions Authorizing Mortgage Loans for Savannah-Wilshire, MSHDA No. 3912, City of Detroit, Wayne County.
- A Goldenrod for the Staff Report for Tab H, Feasibility and Loan Commitment Resolutions for HOM Flats on 28th Street II.

Mr. Donofrio presented an update on the Authority’s search for a permanent Executive Director. He explained that the work with a search firm continues; however, the process has been delayed due to the COVID-19 pandemic. He expects the process will resume in the coming weeks and plans to update Authority members accordingly.

Following Mr. Donofrio’s comments, Mr. Gary Heidel, Acting Executive Director, began the Executive Director’s report by mentioning the “Moving Forward Act,” which contains several affordable housing matters. This legislation was passed by the U.S. House of Representatives and includes items such as a permanent 4% Housing Credit rate, an increase in annual Housing Credit allocations, and an increase in the ceiling on the private activity bond volume cap. Mr. Heidel and Authority staff will continue to monitor the progress of this legislation.

Mr. Heidel asked Ms. Kelly Rose, Chief Housing Solutions Officer and Acting Chief Housing Investment Officer, to speak next. Ms. Rose reported that the Authority received \$60 million in federal funding through the State for Emergency Shelter Grants. As a result, Eviction Diversion Programs will be started in conjunction with each District Court to help tenants and landlords resolve eviction filings. She noted that the Eviction Diversion Programs will help thousands of families remain in rental properties.

Following Ms. Rose, Mr. Jeff Sykes, Finance, provided a brief overview of the March 31, 2020 Quarterly Financial Statement as provided in the Board docket.

VOTING ISSUES:

Approval of the Agenda (**Tab A**):

Deb Muchmore moved approval of **Tab A (Agenda)**. Jennifer Grau supported. The following Roll Call was taken for **Tab A**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Absent for this Vote	Deb Muchmore	Yes

There were 5 “yes” votes. The agenda was approved.

Consent Agenda (Tabs B through E) The consent agenda included the following items:

- Tab B Minutes – May 21, 2020
- Tab C Amended and Restated Resolution Designating Bank Accounts and Authorizing Officers as to Requisition and Investment of Funds
- Tab D Amended and Restated Resolution Authorizing Signatories
- Tab E Resolution Authorizing Professional Services Contract for Auditing Services with Plante Moran, PLLC and Michigan Office Of Auditor General

Jennifer Grau moved approval of the consent agenda. Deb Muchmore supported. The following Roll Call was taken for the Consent Agenda:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Absent for this Vote	Deb Muchmore	Yes

There were 5 “yes” votes. The Consent Agenda was approved.

Mr. Carl English joined the meeting directly following this vote.

Regular Voting Items:

Jeff Sykes of Finance presented **Tab F, Resolution Approving 2020-2021 Budget**. Mr. Sykes reviewed the business terms and resolution as outlined in the board docket. He confirmed that there were no changes to the budget following his presentation at last month’s meeting.

Deb Muchmore moved approval of **Tab F**. Rachael Eubanks Supported. The following Roll Call was taken for **Tab F**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

Clarence Stone of Legal Affairs presented **Tab G, Inducement Resolution, CityLine Apartments, MSHDA No. 44c-170, City of Kentwood, Kent County**. Mr. Stone reviewed the documents as detailed in the board docket.

Mark Burton moved approval of **Tab G**. Rachael Eubanks Supported. The following Roll Call was taken for **Tab G**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

John Hundt of Rental Development presented **Tab H, Resolution Determining Mortgage Loan Feasibility, HOM Flats on 28th Street II, MSHDA No. 3856, City of Wyoming, Kent County** and **Resolution Authorizing Mortgage Loans, HOM Flats on 28th Street II, MSHDA No. 3856, City of Wyoming, Kent County**. Mr. Hundt reviewed the documents as detailed in the board docket. He also made note of the goldenrod change in the Staff Report.

In response to Authority member questions, Mr. Hundt confirmed that the development is part of an effort that will benefit the downtown area.

Deb Muchmore moved approval of **Tab H**. Rachael Eubanks Supported. The following Roll Call was taken for **Tab H**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

John Hundt of Rental Development presented **Tab I, Resolution Determining Mortgage Loan Feasibility, Lake Superior Village MSHDA No. 3923, City of Marquette, Marquette County** and **Resolution Authorizing Mortgage Loans, Lake Superior Village MSHDA No. 3923, City of Marquette, Marquette County**. Mr. Hundt reviewed the documents as detailed in the board docket.

Carl English moved approval of **Tab I**. Mark Burton Supported. The following Roll Call was taken for **Tab I**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

John Hundt of Rental Development presented **Tab J, Resolution Determining Mortgage Loan Feasibility, Savannah-Wilshire, MSHDA No. 3912, City of Detroit, Wayne County** and **Resolution Authorizing Mortgage Loans, Savannah Wilshire, MSHDA No. 3912, City of Detroit, Wayne County**. Mr. Hundt reviewed the documents as detailed in the board docket. He also made note of the goldenrod change in the Staff Report.

Jennifer Grau moved approval of **Tab J**. Carl English Supported. The following Roll Call was taken for **Tab J**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

John Hundt of Rental Development presented **Tab K, Resolution Determining Mortgage Loan Feasibility, Transfiguration Place, MSHDA No. 3803, City of Detroit, Wayne County and Resolution Authorizing Mortgage Loans, Transfiguration Place, MSHDA No. 3803, City of Detroit, Wayne County.** Mr. Hundt reviewed the documents as detailed in the board docket.

In response to Authority member questions, Mr. Hundt confirmed that the church on site is still operating.

Jennifer Grau moved approval of **Tab K.** Deb Muchmore Supported. The following Roll Call was taken for **Tab K:**

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

John Hundt of Rental Development presented **Tab L, Resolution Determining Mortgage Loan Feasibility, Waverly Place, MSHDA No. 3921, City of Lansing, Ingham County and Resolution Authorizing Mortgage Loans, Waverly Place, MSHDA No. 3921, City of Lansing, Ingham County.** Mr. Hundt reviewed the documents as detailed in the board docket.

Carl English moved approval of **Tab L.** Mark Burton Supported. The following Roll Call was taken for **Tab L:**

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

Following the voting portion of the agenda, Ms. Deb Muchmore asked how the Authority is managing compliance with COVID-19 related safety measures within its facilities. Mr. Troy Thelen of Asset Management responded that Authority staff are working with the Department of Urban Development to ensure federal compliance with all safety standards and will be reaching out to management companies to determine their needs. In response to additional questions, Mr. Thelen confirmed that Authority staff are referring people to the Center for Disease Control as appropriate. Mr. Gary Heidel further noted that there are ongoing discussions within the Authority’s Executive Committee regarding this issue; they are continuing to reiterate the Governor’s executive orders concerning social distancing and the wearing of face masks.

Additionally, as part of the Authority's strategic planning process, staff will survey approximately sixteen other housing finance agencies to learn how those agencies are responding to the crisis. This will help staff compare the Authority's response and determine and implement best practices.

There being no additional remarks, Mr. Donofrio mentioned that the following reports were included for information: **(Tab 1)** Short Term Mortgage Relief Policy Monthly Report, **(Tab 2)** March 31, 2020 Quarterly Financial Statement, **(Tab 3)** Hardest Hit Report **(Tab 4)** Current and Historical Homeownership Data, **(Tab 5)** Homeownership Production Report, and **(Tab 6)** Board Calendar.

Mr. Donofrio further stated that the next two Regular board meetings are July 23, 2020 and August 27, 2020.

There being no additional comments, Mr. Donofrio requested a motion to adjourn. Rachael Eubanks moved to adjourn. Jennifer Grau supported the motion, and it was unanimously approved and accepted. The meeting adjourned at 11:05 a.m.

REVIEWED
By Lisa Ward at 8:56 am, Jul 06, 2020

REVIEWED
By Clarence Stone at 9:01 am, Jul 06, 2020