

**Michigan State Housing Development Authority  
Minutes of Authority Meeting  
July 30, 2020**

**AUTHORITY MEMBERS PRESENT:**

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

**AUTHORITY MEMBERS ABSENT:**

Tyrone Hamilton

**OTHERS PRESENT:**

Gary Heidel, Acting Executive Director  
Maria Ostrander, 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  
Justin Wieber, Asset Management  
Ron Farnum, Office of Attorney General  
Mike Fobbe, Office of Attorney General  
Katie Bach, Communications  
Karen Gagnon, Executive  
Mary Townley, Homeownership  
Christina Soulard, Rental Assistance and Homeless Solutions  
Daphne Wells, Executive  
Haywood Edwards, Executive  
Tiffany King, Executive  
Sandy Pearson, Habitat for Humanity

Eighteen additional members of the public participated via the following conference line: +1 248-509-0316, Conference ID: 932 284 276#.

Chairperson Jeff Donofrio opened the meeting at 10:00 a.m. A quorum was established with the following members: Regina Bell, Mark Burton, Jeff Donofrio, Rachael Eubanks, and Jennifer Grau. Deb Muchmore joined the meeting at 10:02 a.m.; Carl English joined the meeting at 10:06 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 from Humanity noted her presence.

Mr. Donofrio announced there were goldenrods for the following items in the Board Docket:

- Tab K, Resolution Inducement Resolution, Sable Pointe Apartments, City of Hart, Oceana County, MSHDA No. 44c-177
- Tab O, Resolution Authorizing Amended and Restated Pass-Through Program
- Tab Q, Resolution Determining Mortgage Loan Feasibility and Resolution Authorizing Mortgage Loans, American House Village at Bloomfield, MSHDA No. 3867, City of Pontiac, Oakland County

Mr. Donofrio proceeded with an update on the search for a permanent Executive Director. He noted that a Policy Planning and Human Resources (“PPHR”) subcommittee meeting was held on July 23, 2020 to review candidates for the position. The PPHR members are expected to meet again on August 10, 2020 to continue the review of candidates. Afterwards, there will be a Special Board meeting on August 13, 2020 to select candidates; interviews will take place at another Special Board meeting the week of August 17, 2020. The Regular Authority Board meeting will be held as planned on August 27, 2020 to address regular agenda items, as well as vote on a candidate. If a candidate is not selected at that time, a Special Board meeting will be held the first week of September 2020.

Following the Chair’s remarks, Acting Executive Director Gary Heidel began with an update on how the recent flooding in Midland, Michigan has impacted the Authority. He asked Ms. Kelly Rose, Rental Assistance and Homeless Solutions, to speak on this issue. Ms. Rose noted that only one Housing Choice Voucher participant was permanently displaced by the flooding and that person has since been resettled. Additionally, there were a few other participants who were temporarily displaced but are now back in their units.

Mr. Heidel also noted that the Federal Emergency Management Agency (FEMA) was seeking recommendations to form a Volunteer Consulting Group. Mr. Heidel stated Chris Hudson of the Authority’s Operations Division would be a part of the Volunteer Consulting Group.

Mr. Heidel continued with a brief overview of the HEROES (Health and Economic Recovery Omnibus Emergency Solutions) Act, as well as the HEALS (Health, Economic Assistance, Liability Protection and Schools) Act. He noted that the HEROES Act was introduced in the U.S. House of Representatives and sent to the U.S. Senate. This bill includes provisions for housing assistance. The HEALS Act is a proposal from the Senate intended to offset the financial and job losses brought on by coronavirus pandemic; however, it contains no housing provisions. Along with the Department of Labor and Economic Opportunity, the Authority will continue to monitor these pieces of legislation.

**VOTING ISSUES:**

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

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

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

There were 7 “yes” votes. The agenda was approved.

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

- Tab B Minutes – June 25, 2020
- Tab C Resolution Authorizing Fourth Amendment to Amended and Restated Contract that Appoints and Retains Designated Holland & Knight Attorneys as Special Assistant Attorneys General
- Tab D Resolution Authorizing Award of Emergency Solutions Grant Funds to the Michigan Department of Health and Human Services
- Tabs E – N **INDUCEMENT RESOLUTIONS UNDER SINGLE LIMITED OBLIGATION BOND ISSUE:**
  - Tab E Inducement Resolution, Arbor Glen Apartments, Village of St. Charles, Saginaw County, MSHDA No. 44c-171
  - Tab F Inducement Resolution, Clairewood Apartments, City of St. Clair, St. Clair County, MSHDA No. 44c-172
  - Tab G Inducement Resolution, Creekside Apartments, Village of Ravenna, Muskegon County, MSHDA No. 44c-173
  - Tab H Inducement Resolution, Pine Bluff Apartments, City of Kingsford, Dickinson County, MSHDA No. 44c-174
  - Tab I Inducement Resolution, Grayling Pines, City of Grayling, Crawford County, MSHDA No. 44c-175
  - Tab J Inducement Resolution, Lakewood Apartments, Village of Stockbridge, Ingham County, MSHDA No. 44c-176
  - Tab K Inducement Resolution, Sable Pointe Apartments, City of Hart, Oceana County, MSHDA No. 44c-177

- Tab L Inducement Resolution, Village Apartments, Village of Bellaire, Antrim County, MSHDA No. 44c-178
- Tab M Inducement Resolution, Whispering Pines Apartments, City of Grayling, Crawford County, MSHDA No. 44c-179
- Tab N Inducement Resolution, Willow Creek Apartments I and II, City of Escanaba, Delta County, MSHDA No. 44c-180

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

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

There were 7 “yes” votes. The consent agenda was approved.

**Regular Voting Items:**

Chad Benson of Rental Development presented **Tab O, Resolution Authorizing Amended and Restated Pass-Through Program**. Mr. Benson reviewed the documents as outlined in the board docket. In response to a question from Chairperson Donofrio, Mr. Benson confirmed that the volume cap would be \$100 million.

Regina Bell moved approval of **Tab O**. Jennifer Grau supported. The following Roll Call was taken for **Tab O**:

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

There were 7 “yes” votes. The resolution was approved.

Justin Wieber of Asset Management presented **Tab P, Resolution Authorizing Waiver of Mortgage Loan Prepayment Prohibition, Edge of the Woods, MSHDA No. 3363, City of Sault Saint. Marie, Chippewa County**. Mr. Wieber reviewed the documents as detailed in the board docket.

Mark Burton moved approval of **Tab P**. Deb Muchmore supported. The following Roll Call was taken for **Tab P**:

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

There were 7 “yes” votes. The resolution was approved.

John Hundt of Rental Development presented **Tab Q, Resolution Determining Mortgage Loan Feasibility, American House Village at Bloomfield, MSHDA No. 3867, City of Pontiac, Oakland County** and **Resolution Authorizing Mortgage Loans, American House Village at Bloomfield, MSHDA No. 3867, City of Pontiac, Oakland County**. Mr. Hundt reviewed the documents as detailed in the board docket.

Authority members requested clarification on the increased management fees for this project. Mr. Hundt, as well as Mr. Troy Thelen of Asset Management, explained that this is a unique type of project that is not receiving Low Income Housing Tax Credits. Additional services will also be included that warrant the increased fees. Authority members asked that these questions be addressed in the board reports going forward.

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

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

There were 7 “yes” votes. The resolutions were approved.

John Hundt of Rental Development presented **Tab R, Resolution Determining Mortgage Loan Feasibility, Apple Ridge Apartments II, MSHDA No. 2256-2, City of Kalamazoo, Kalamazoo County** and **Resolution Authorizing Mortgage Loans, Apple Ridge Apartments II, MSHDA No. 2256-2, City of Kalamazoo, Kalamazoo County**. Mr. Hundt reviewed the documents as detailed in the board docket. In response to Authority questions, he confirmed that the rent subsidies would continue for three years or until the money is gone.

Jennifer Grau moved approval of **Tab R**. Regina Bell supported. The following Roll Call was taken for **Tab R**:

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

There were 7 “yes” votes. The resolutions were approved.

John Hundt of Rental Development presented **Tab S, Resolution Determining Mortgage Loan Feasibility, Brentwood Apartments, MSHDA No. 3856, City of Belding, Ionia County** and **Resolution Authorizing Mortgage Loans, Brentwood Apartments, MSHDA No. 3856, City of Belding, Ionia County**. Mr. Hundt reviewed the documents as detailed in the board docket.

Deb Muchmore moved approval of **Tab S**. Mark Burton supported. The following Roll Call was taken for **Tab S**:

Regina Bell	Yes	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes

Jeff Donofrio	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 7 “yes” votes. The resolutions were approved.

John Hundt of Rental Development presented **Tab T, Resolution Determining Mortgage Loan Feasibility, Greenbriar Apartments, MSHDA No. 3852, City of Greenville, Montcalm County** and **Resolution Authorizing Mortgage Loans, Greenbriar Apartments, MSHDA No. 3852, City of Greenville, Montcalm County**. Mr. Hundt reviewed the documents as detailed in the board docket.

Regina Bell moved approval of **Tab T**. Carl English supported. The following Roll Call was taken for **Tab T**:

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

There were 7 “yes” votes. The resolutions were approved.

John Hundt of Rental Development presented **Tab U, Resolution Determining Mortgage Loan Feasibility, Morton Manor Apartments, MSHDA No. 3851, City of Detroit, Wayne County** and **Resolution Authorizing Mortgage Loans, Morton Manor Apartments, MSHDA No. 3851, City of Detroit, Wayne County**. Mr. Hundt reviewed the documents as detailed in the board docket. In response to Authority questions, Mr. Troy Thelen noted that the underwriting is conservative for this type of project, due to the Section 8 Housing Choice Voucher component.

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

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

There were 7 “yes” votes. The resolutions were approved.

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)** Hardest Hit Report, **(Tab 3)** Current and Historical Homeownership Data, **(Tab 4)** Homeownership Production Report, **(Tab 5)** Delegated Action Reports, and **(Tab 6)** Board Calendar.

Mr. Donofrio further stated that the next two Regular board meetings are August 27, 2020 and September 23, 2020. He added that special board meetings will be scheduled for August 13 and the week of August 17, 2020.

There being no additional comments, Mr. Donofrio requested a motion to adjourn. Rachael Eubanks moved to adjourn, and it was unanimously approved and accepted. The meeting adjourned at 10:50 a.m.

**REVIEWED**  
By Lisa Ward at 8:36 am, Aug 10, 2020

**REVIEWED**  
By Clarence Stone at 8:49 am, Aug 10, 2020