

ORANGE COUNTY HOUSING FINANCE AUTHORITY

BOARD OF DIRECTORS

M. McCALL | V. ATKINS-BRADLEY | S. RIZZO | C. HUNTER | M.SIPLIN

OFFICIAL MEETING MINUTES

Meeting: Board of Directors Meeting **Date:** Wednesday, January 2, 2019 **Time:** 8:30am
Location: Orange County Administration Center – Commissioners Chambers – 1st Fl., 201 S. Rosalind Ave., Orlando, FL.

Board Members

PRESENT

Mercedes McCall
Chairman

Sascha Rizzo
Board Member

Curtis Hunter
Board Member

Board Members

ABSENT

Vernice Atkins-Bradley
Vice Chairman

Marshell Siplin
Board Member

OCHFA Staff

PRESENT

W.D. Morris
Executive Director

Kayode Adetayo
Chief Financial Officer

Frantz Dutes
Director, Program Operations

Olympia Roman
Recording/Staff

Mildred Guzman
Staff

Rosalind Natal
Staff

Kelly Cambre
Staff

Birva Parikh
Staff

Tevern David
Staff

OCHFA Professionals

PRESENT

Mike Watkins
General Counsel, Greenberg Traurig

Sylvia S. Penneys
Bond Counsel, Greenberg Traurig

BCC Staff

PRESENT

Eric Gassman
Chief Deputy Comptroller

Danielle Philippe
Fiscal Business Svcs

MEETING OPENED

There being a quorum, Madam Chairman, Mercedes McCall called the meeting to order at 8:30 a.m.

PUBLIC COMMENT(s)

No comment(s).

CONSENT AGENDA

ACTION TAKEN

There being no discussion, the Board approved Consent Agenda items.

MOTION / SECOND: S. Rizzo/ C. Hunter AYE BY VOICE VOTE: All Present NAY BY VOICE VOTE: _____ ABSTAINED: _____

A. GENERAL ADMINISTRATION

1. Adoption of the December 2, 2018, Board of Directors Meeting minutes.
2. Ratification of December 13, 2018 Ad Hoc Committee Meeting minutes.

B. EXECUTIVE DIRECTOR'S OFFICE

C. FINANCIAL MANAGEMENT

1. Acknowledgement Summary of OCHFA's Operating Fund Investments. Acknowledgement of the consolidated balance sheet for the Operating Fund; acknowledgement of combined statement of rev(s)/ exp(s)/ changes in retained earnings; acknowledgement of FY 2019, operating fund comparison of budget vs. actual; acknowledgement of FY 2019, operating fund comparison of actual revenues & expenses; acknowledgement summary of OCHFA's operating fund investments.

D. PROGRAM OPERATIONS

1. Acknowledgement of the Current Status of the Single-Family HRB Program.
2. Acknowledgement of the Multi-Family Audit Period November – December 2018.

DISCUSSION AGENDA

A. EXECUTIVE DIRECTOR**CONSIDER APPROVAL OF THE RECOMMENDATION TO SELECT A FIRM FOR BOND COUNSEL SERVICES.**

W.D. Morris, Executive Director addressed the Board regarding the recommendation to select a firm to provide Bond Counsel Services to the Authority. He stated that on December 13, 2019, the Board met as an Ad Hoc Committee to review four (4) submitted proposals received in response to the Authority's solicitation – Bryant Miller Olive, Kutak Rock LLP, Greenberg Traurig and Foley & Lardner. He then stated that the committee's recommendation is that the Authority continues its relationship with Greenberg Traurig and that, should negotiations fail, staff is authorized to enter into negotiations with Bryant Miller Olive.

Madame Chairman McCall opened the floor for comments. Board Member Sascha Rizzo briefly commented by stating that based upon the firms responses to the RFP it was evident that, Greenberg Traurig was the superior firm.

ACTION TAKEN

There being no further discussion, the Board approved Greenberg Traurig, P.A. to serve as the Authority's Bond Counsel and authorization for staff to enter into negotiations; and should negotiations fail, authorization for staff to negotiate with Bryant Miller Olive; and that the Authority's Professional Selection Guidelines regarding Bond Counsel, reflect the contract period of a Three (3) Year Initial Term of service, with Two (2), Two (2) Year Extensions.

MOTION / SECOND: C. Hunter/ S. Rizzo AYE BY VOICE VOTE: All Present NAY BY VOICE VOTE: ABSTAINED:

OTHER BUSINESS**ADJOURNMENT**

There being no further business, Madame Chairman Mercedes McCall, adjourned the meeting at 8:35 a.m.

ATTEST:

W.D. MORRIS
 EXECUTIVE DIRECTOR

MERCEDES F. McCALL
 CHAIRMAN

 END OF MINUTES PREPARED BY OLYMPIA ROMAN