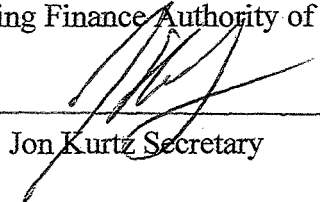


**BOARD MEETING MINUTES**  
**THE HOUSING FINANCE AUTHORITY OF MARION COUNTY**  
**REGULAR MEETING OF SEPTEMBER 18th, 2024**

- I. Call to Order of the Regular Meeting  
The regular meeting of the Housing Finance Authority of Marion County, Florida was called to order at 12:01 PM on September 18th, 2024, in Conference Room “A” of the McPherson Complex.
  
- II. Board Members and Guests Present PH Culver Chair, Jon Kurtz Secretary, Karen Hatch; Rebecca Gavidia Treasure and Sherri Meadows were in attendance. Also, present was Donnie Mitchell Grant Manager and Keith Fair Executive Director of HFA. Special guest Helen Urie and Ty Fortier from Marion County Community Services, Landis Martinez from H2 Advisors and Tim Dean of the Dean Law Firm, LLC as legal counsel for the Housing Finance Authority. A quorum was recognized to start the meeting.
  
- III. Proof of Publications  
The meeting was called to order by P.H. Culver and the proof of notice of publication dated 12-18-2023 and published 12-18-2023.
  
- IV. Review of Minutes for August 21<sup>st</sup>, 2024, meeting with Karen Hatch made a motion to approve the August minutes and the motion was seconded by Jon Kurtz and passed unanimously.
  
- V. HFA Financial Update  
We reviewed the July and August Financials prepared by H2 Advisors. Sherri Meadows made a motion to approve Financials, and the motion was seconded by Jon Kurtz and passed unanimously.
  
- VI. Activity Report  
The Board reviewed the staff activities and meetings that were conducted from the middle of August – the middle of September. The Board was good with the Activity Report but did have a few questions about several different meetings.

- VII. Keith Fair presented the proposed operating budget for 2024-2025. A lot of discussion about staff's roles and responsibilities; revenue vs. expenses; and the overall total cost to maintain the forty-three properties. Sherri Meadows made a motion to approve the 2024-2025 Budget, and the motion was seconded by Jon Kurtz and passed unanimously.
  
- VIII. Jonesboro Investment Corporation has made an offer to buy 6.50 acres (reduced from 8.14 acres) to build seventy-two affordable senior apartments. Tim Morgan, the developer, will be sending a purchase agreement that will be reviewed in the October meeting .
  
- IX. Roof Inspection Report  
Donnie and Keith will be meeting with Community Service about assisting the HFA with funds to replace eight roofs. After the meeting Donnie will create a written request for \$114,000.00 to pay for new roofs.
  
- X. Habitat Duplex  
Donnie and Keith will be meeting with Cheryl, Helen, and Chip to secure Grant Funds to purchase the Duplex. Updates will be given in the October Board meeting.
  
- XI. Open Discussion  
Keith shared the changes to staff responsibilities and starting Oct 1<sup>st</sup> the HFA has retained Samantha Boocock to manage the day-to-day bookkeeping.
  
- XII. Next Meeting: Wednesday September 18th, 2024
  
- XIII. Adjourn  
Karen Hatch made a motion to adjourn the meeting, and the motion was seconded by Jon Kurtz and passed unanimously. There being no further business to come before the meeting, it was then adjourned.

Housing Finance Authority of Marion County

By:   
 Jon Kurtz Secretary

Date 10/16/24