

FLORIDA HOUSING FINANCE CORPORATION
Board Meeting
May 10, 2019
Action Items



FINANCE

Action

I. FINANCE

A. Unrestricted Net Position Designations

1. Background

- a) For financial statement presentation purposes, Florida Housing's net position falls into two primary categories: Restricted and Unrestricted. Restricted net position is those assets on which constraints have been placed by law or external agreements or entities.
- b) Florida Housing's Board may "designate" net position within the Unrestricted Net Position balance for specific purposes. This designation means that the Board has directed the use of these assets for certain purposes.
- c) The designations may be modified by Board action at any time.
- d) There are currently three main categories of designations: demonstration and other initiatives; single family homebuyer loan program; and operating reserve.
- e) Examples of these designations by the Board have included:
 - (1) demonstration loan programs for such categories as victims of domestic violence and persons with special needs;
 - (2) the subordinate mortgage initiative for loans guaranteed by the Guarantee Fund;
 - (3) all funds in the Single Family Escrow accounts for the single family homebuyer loan program. These accounts include cash, investments and loans remaining after bonds were fully defeased. Since these funds derive from the single family homebuyer loan program, they have historically been set aside for use within that program; and
 - (4) a housing credit servicing reserve (for future compliance monitoring fees) and budget stabilization. The amount of this designation currently provides for future compliance monitoring fees and approximately two years of operations.

2. Present Situation

- a) Staff is requesting the board approve the following general designations for presentation in the financial statements. The exact amounts for the 2018 financial statements are not final until closer to the end of the audit when the financial statements are prepared; however, estimates are provided.
 - (1) Single Family Homebuyer Loan Programs – approximately \$3.7 million. This includes all funds in the single family escrow and related accounts.
 - (2) Dedicated Reserve for Operations – approximately \$48.0 million. This designation includes a housing credit compliance monitoring reserve and operating budget stabilization.

FINANCE

Action

- (3) Demonstration and Other Initiatives – approximately \$105.6 million. This includes funds for demonstration programs and to support other programs such as Multifamily Programs. This designation includes all net assets not designated for Single Family or Operations. Included in this projected balance is almost \$28.5 million that is committed to existing loans and to Requests for Applications.

3. Recommendation

- a) Staff recommends that the Board approve the designation categories of unrestricted net position as follows:
 - (1) Single Family Programs - \$3.7 million
 - (2) Dedicated Reserve for Operations - \$48.0 million
 - (3) Demonstration and Other Initiatives - remaining balance, estimated to be \$105.6 million.

HURRICANE RECOVERY PROGRAMS

Action Supplement

II. HURRICANE RECOVERY PROGRAMS

A. Request Approval to Begin Program Development for the Hurricane Housing Recovery Program and Rental Recovery Loan Program

1. Background

- a) Hurricane Michael made landfall in Florida on October 10, 2018, leaving a path of destruction that affected a major portion of Florida's panhandle.
- b) In 2005, Governor Bush created the Hurricane Housing Work Group (HHWG) to establish programs to address the long-term recovery of the housing stock damaged by the storms of 2004. The 2005 Legislature used the recommendations of the HHWG to create the Hurricane Housing Recovery Program (HHRP) and Rental Recovery Loan Program (RRLP).
- c) HHRP allocated funds to 28 counties that were hardest hit by the hurricanes of 2004 using the State Housing Initiatives Partnership (SHIP) infrastructure along with emergency rules developed by Florida Housing staff. More than 10,000 housing units were created or repaired using \$208 million in funds appropriated for this one-time program.
- d) Through RRLP, Florida Housing awarded funds through a competitive process to developers of rental housing in areas of the state that were hardest hit using the structure of the State Apartment Incentive Loan (SAIL) program, along with Note that these were one-time programs, and the infrastructure for these programs is not codified in statute at this time emergency rules developed by Florida Housing staff. More than 1,900 housing units were created using \$136 million in funds appropriated for this one-time program over two years.
- e) Note that these were one-time programs, and the infrastructure for these programs is not codified in statute at this time

2. Present Situation

- a) The Florida Legislature passed legislation that will fund hurricane recovery activities for HHRP and RRLP under the following proviso language:

From the funds in Specific Appropriation 2316A, \$65,000,000 of nonrecurring funds from the Local Government Housing Trust Fund shall be used to fund the Hurricane Housing Recovery Program for eligible counties and municipalities based on Hurricane Michael Federal Emergency Management Agency damage assessment data and population. Hurricane recovery purposes may include, but are not limited to, repair and replacement of housing; assistance to homeowners to pay insurance deductibles; repair, replacement, and relocation assistance for manufactured homes; acquisition of building materials for home repair and construction; housing re-entry assistance, such as security deposits, utility deposits, and temporary storage of household furnishings; foreclosure eviction prevention, including monthly rental assistance for a limited period of time; or strategies in the approved local housing assistance plan.

HURRICANE RECOVERY PROGRAMS

Action Supplement

From the funds in Specific Appropriation 2316A, \$50,000,000 of nonrecurring funds from the State Housing Trust Fund shall be used to fund the Rental Recovery Loan Program for eligible counties and municipalities based on Hurricane Michael Federal Emergency Management Agency damage assessment data and population

- b) While the Legislative language provides only general parameters for the distribution of the funds, there is no implementing language or rulemaking authority granted to Florida Housing to administer the programs. As such, staff has considered options for the administration of the funds that will adhere to the Legislative proviso and provide for the efficient, timely and best use of the funds. Because Florida Housing relies on doc stamp revenues deposited into the trust funds starting July 1 of each fiscal year and then over the year as real estate transactions occur, we anticipate that the first portion of funds will not become available to allocate until October of this year. This gives us time to carry out needed tasks to implement these programs and provide technical assistance as needed to participating local governments.
- c) Staff believes the following actions are needed to implement the programs:
 - (1) HHRP
 - (a) Use the latest FEMA damage data (mid-April 2019) to formulate the allocation of the \$65,000,000 to eligible local governments that sustained damage from Hurricane Michael. The proposed allocation will be presented to the Board at the June meeting, subject to the state budget being approved.
 - (b) Develop a Local Government Hurricane Housing Funding Agreement that will provide guidelines to the eligible local governments as to how the funds are to be expended. This agreement will include requirements on income levels served, types of eligible activities, and deadlines for expending and reporting to Florida Housing on the use of funds.
 - (c) Advertise and conduct a workshop with the eligible local governments and interested parties to discuss the Funding Agreement and general program administration. This meeting will be advertised and held in an area that is centrally located for the participants.
 - (d) Execute the Funding Agreements with each eligible local government.
 - (2) RRLP
 - (a) Develop a draft competitive Request for Applications (RFA).
 - (b) Advertise and conduct a workshop to discuss the funding and proposed terms of the RFA.
 - (c) Issue a final RFA to award the RRLP funds on a competitive basis to applicants proposing to develop affordable rental units in areas affected by Hurricane Michael.

HURRICANE RECOVERY PROGRAMS

Action Supplement

(d) Score applications and take recommendations to the Board for tentative selection of applications.

- d) Estimated timelines of HHRP and RRLP program activities are attached as Exhibits [A](#) and [B](#), respectively.

3. **Recommendation**

- a) Allow staff to proceed with program development to include a Local Government Hurricane Housing Funding Agreement for HHRP and an RFA for RRLP and take necessary steps as detailed above to allocate the funds.

LEGAL

Action

III. LEGAL

A. **Keys Affordable Development IV, LLC, v. Florida Housing Finance Corporation, FHFC 2019-029BP**

1. **Background**

- a) This case regards a protest filed against the funding awarded under Request for Applications 2019-110 SAIL and Housing Credit Financing for the Construction of Workforce Housing for Hurricane Recovery in Monroe County (the “RFA”). Petitioner Keys Affordable Development IV, LLC (“Keys Affordable”) applied for funding through the RFA seeking State Apartment Incentive Loan (“SAIL”) funding and low-income housing tax credits (“housing credits”) to construct its proposed Development, Boatworks Residences, to be located in Monroe County. The Review Committee determined that Keys Affordable was ineligible for funding because it set-aside 50% of its total units at or below 60% AMI as opposed to 45%.
- b) Keys Affordable timely filed a Notice of Intent to Protest and a Formal Written Protest and Petition for Administrative Hearing (“Petition”) challenging Florida Housing’s scoring of its application, alleging that Florida Housing erred in deeming Keys Affordable ineligible. A Notice to Bidders was issued by Florida Housing informing all bidders that their substantial interests might be affected by the Petition. No bidders sought to intervene.

2. **Present Situation**

- a) During scoring, Florida Housing determined that the Keys Affordable Application failed to meet the RFA requirements for its Set-Aside Chart because Florida Housing intended the set-aside commitments stated in the RFA to be the only set-aside commitments eligible under the terms of the RFA. During settlement negotiations, Keys Affordable explained that it interpreted the set-aside commitments to be minimums, not absolute values, based on the language in the RFA. In reviewing the Application, the Petition, and the requirements of the RFA, Florida Housing determined that Keys Affordable’s interpretation of the RFA is reasonable and Keys Affordable should be an eligible application. Pursuant to the funding selection process, Keys Affordable should be selected for funding.
- b) In the interest of avoiding the time, expense, and uncertainty of litigation, Keys Affordable and Florida Housing entered into a Consent Agreement, attached as [Exhibit A](#). The Consent Agreement results in Keys Affordable being deemed an eligible application and awarded SAIL funding and housing credits, subject to credit underwriting. The Consent Agreement does not displace any other applicants recommended for funding in the RFA.

3. **Recommendation**

- a) Staff recommends that the Board adopt the Consent Agreement and issue a Final Order in accordance with the Consent Agreement.

LEGAL

Action

B. In Re: Denton Cove, LTD. - FHFC Case No.: 2019-038VW

Development Name: (“Development”)	Denton Cove
Developer/Principal: (“Developer”):	Denton Cove Developer, Inc. Jonathan L. Wolf
Number of Units: 52	Location: Franklin County
Type: Garden (New Construction)	Set Asides: 10% @ 45% 90% @ 60%
Demographics: Family	HC-9%: \$939,370 DVF: \$2,250,000

1. Background

- a) Petitioner was selected to receive financing under RFA 2014-114 (Housing Credit Financing for Affordable Housing Developments located in Medium and Small Counties). Petitioner was also selected to receive a Development Viability Loan under RFA 2018-109 (Development Viability Loan Funding). These funding sources were awarded to assist in the construction of a 52-unit development located in Franklin County, Florida. On April 15, 2019, Florida Housing received a Petition for Waiver of Rule 67-48.002(95), Fla. Admin. Code, and the 2015 Qualified Allocation Plan to allow a tax credit exchange at this time instead of the last calendar quarter of 2020. A copy of the Petition is attached as [Exhibit B](#).

2. Present Situation

- a) Rule 67-48.002(95), Fla. Admin. Code, provides in pertinent part:
- (95) “QAP” or “Qualified Allocation Plan” means, with respect to the HC Program, the 2015 Qualified Allocation Plan which is adopted and incorporated herein by reference, effective upon approval by the Governor of the state of Florida, pursuant to Section 42(m)(1)(B) of the IRC and sets forth the selection criteria and the preferences of the Corporation for Developments which will receive Housing Credits. The QAP is available on the Corporation’s Website under the Multifamily Programs link or by contacting the Housing Credit Program at 227 North Bronough Street, Suite 5000, Tallahassee, Florida 32301-1329, or from <http://www.flrules.org/Gateway/reference.asp?No=Ref-04614>.
- b) Subsection II. K. of the 2015 Qualified Allocation Plan provides in pertinent part:
- K. Notwithstanding any other provision of this QAP, where a Development has not been placed in service by the date required or it is apparent that a Development will not be placed in service by the date required, and such failure is due to circumstances beyond the Applicant's control, and the Applicant has returned its Housing Credit Allocation in the last calendar quarter of the year in which it was otherwise required to be placed in service, the Corporation may reserve allocation in an amount not to exceed the amount of Housing Credits returned, and may allocate such Housing Credits to the Applicant for the year after the year in which the Development was otherwise required to be placed in service, provided the following conditions have

LEGAL

Action

been met: (i) the sponsor must have provided written notice to the Corporation, describing the circumstances, all remedial measures attempted by the Applicant to mitigate the delay, and any other pertinent information, prior to returning the allocation; and (ii) the Executive Director must find and determine that the delay was caused by circumstances beyond the Applicant's control, that the sponsor exercised due diligence in seeking to resolve the circumstances causing delay, that the Development in all respects, except time placed in service, still meets the conditions upon which the Housing Credits were originally allocated, and that the Development is still desirable in terms of meeting affordable housing needs.

- c) Petitioner seeks waiver of Rule 67-48.002(95) to allow a tax credit exchange at this time instead of at the last calendar quarter of 2020. On December 21, 2016, the Petitioner entered into a Carryover Agreement for the allocation of its Tax Credits, which requires that the development be placed in service no later than the close of the second calendar year following the year in which the agreement is made, which would be December 31, 2018. Due to litigation with the local government, Petitioner was required to seek a rule waiver to exchange its 2016 credits for 2017 credits on November 20, 2017 and Florida Housing's Board of Directors granted that Petition on December 8, 2017. Petitioner entered into another Carryover Agreement for the allocation of its Tax Credits, which requires that the development be placed in service no later than December 31, 2019. Litigation again caused a delay that required the Petitioner to submit a second request for relief at the staff level under Revenue Procedure 2014-49, which Florida Housing granted in December 2018. By granting this second request, the placed in service deadline has been extended to December 31, 2020.
- d) Petitioner asserts that ongoing litigation with the School Board of Franklin County regarding the subject property remains a barrier to Petitioner moving forward with the Development, and Petitioner's efforts to resolve litigation without a trial have not succeeded. A trial date in this matter will not be set until discovery is completed, and responses to requests for admissions is currently due on May 6, 2019.
- e) Petitioner states that due to these circumstances, it will not be able to place the development in service until 12 – 18 months after the conclusion of this litigation, and potential investors are unwilling to invest if there is any chance that the development will not receive the Housing Credits. As such, Petitioner is also requesting a waiver of the timing requirements found in the 2015 QAP to permit Florida Housing to approve a tax credit exchange prior to the last quarter of 2020.
- f) On April 17, 2019, Notice of the Petition was published in the Florida Administrative Register in Volume 45, Number 75. To date, Florida Housing has received no comments concerning the Petition.

LEGAL

Action

- g) Section 120.542(2), Florida Statutes provides in pertinent part:

Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person and when application of a rule would create a substantial hardship or would violate principles of fairness.

- h) Petitioner has demonstrated that it would suffer a substantial hardship if the waiver is not granted, and has demonstrated that the purpose of the underlying statute, which is to “encourage development of low-income housing in the state” (§420.5099, Fla. Stat.), would still be achieved if the waiver is granted.

3. **Recommendation**

- a) Staff recommends the Board **GRANT** Petitioner’s request for a waiver of Rule 67-48.002(95), Fla. Admin. Code and Section II.K. of the 2015 QAP, to permit Petitioner to exchange its 2017 tax credits for an allocation of 2019 tax credits now, rather than wait until the last calendar quarter of 2020.

LEGAL

Action

C. SP Terrace, LLC, SP South, LLC, SP Lake, LLC, SP Forest, LLC, SP Landing, LLC and Southport Development, Inc. d/b/a Southport Development Services, Inc., v. Florida Housing Finance Corporation, FHFC 2019-033BP

1. Background

- a) This case regards a protest filed against the funding awarded under Request for Applications 2018-116 SAIL Financing of Affordable Multifamily Housing Developments to be used in conjunction with Tax-Exempt Bonds and Non-Competitive Housing Credits (the “RFA”). Petitioners SP Terrace, LLC (“Terrace”), SP South, LLC, (“South”) SP Lake, LLC (“Lake”), SP Forest, LLC (Forest”), SP Landing, LLC (“Landing”), and Southport Development, Inc. d/b/a Southport Development Services, Inc., (collectively referred to as “Petitioners”) applied for funding through the RFA seeking State Apartment Incentive Loan (“SAIL”) funding to construct proposed Developments.
- b) Petitioners timely filed a Notice of Intent to Protest and a Formal Written Protest and Petition for Formal Administrative Hearing (“Petition”) challenging Florida Housing’s scoring of the Arbor Manor Phase I application (2019-142BS) (“Arbor Manor”) and noting that the WRDG T3B (“WRDG”) application (2019-158S) was preliminarily selected for funding under this RFA but previously accepted an invitation to credit underwriting in RFA 2018-112.
- c) A Notice to Bidders was issued by Florida Housing informing all bidders that their substantial interests might be affected by the Petition.

2. Present Situation

- a) Petitioners allege that Florida Housing erred in deeming the Arbor Manor application eligible for funding due to its failure to select enough Green Building Features to meet the minimum point value of the Mandatory Green Building Features requirement. In reviewing the Arbor Manor application, the petition, and the requirements of the RFA, Florida Housing determined that the Arbor Manor application failed to meet the applicable requirements and should be ineligible. A representative from Arbor Manor executed an affidavit in which it acknowledged Florida Housing’s position and waived its right to challenge that determination. Additionally, a representative from WRDG executed an affidavit acknowledging its ineligibility for funding in RFA 2018-116 by virtue of its acceptance of an invitation to credit underwriting in RFA 2018-112.
- b) In the interest of avoiding the time, expense, and uncertainty of litigation, Petitioners, Florida Housing, and SP West entered into a Consent Agreement, attached as [Exhibit C](#). The Consent Agreement results in Arbor Manor and WRDG being deemed ineligible applications and awarding funding pursuant to the funding selection process in the RFA to Lake (2019-151BS), Forest (2019-173BS), and Terrace (2019-149S). The funding selection process displaces SP West (2019-176S) from funding but SP West does not contest its displacement. The affidavits from Arbor Manor and WRDG are attached to and incorporated in the Consent Agreement.

LEGAL

Action

3. Recommendation

- a) Staff recommends that the Board adopt the Consent Agreement and issue a Final Order in accordance with the Consent Agreement.

MULTIFAMILY PROGRAMS

Action

IV. MULTIFAMILY PROGRAMS

A. Request Approval to Recapture Grant Funds Disbursed and to Re-Underwrite Bessie Dix Residential Community Group Home (2014-395G)

Development Name: Bessie Dix Residential Community Group Home	Location: Hillsborough County
Applicant/Borrower: Human Development Center, Inc./Kim Church	Set-Aside(s): 33% @ 40% AMI 67% @ 60% AMI
Developer/Principal: N/A	Demographic/Number of Units: Persons with Developmental Disabilities/6 Residents
Requested Amounts: Grant \$72,000.00	Development Category/Type: Rehabilitation/Retrofit/CRH

1. Background/Present Situation

- a) On February 28, 2014, Florida Housing issued Request for Applications (RFA) 2014-105 Financing to Build or Rehabilitate Smaller Permanent Supportive Housing Properties for Persons with Developmental Disabilities.
- b) On April 25, 2014, the Board approved the final scores and recommendations for the RFA, and directed staff to proceed with all necessary credit-underwriting activities. The applicant entered credit underwriting on May 2, 2014.
- c) On November 25, 2014, the Corporation received a positive recommendation for a grant in the amount of \$72,000.00 from the credit underwriter, and on December 12, 2014, the Board approved the final credit underwriting report and directed staff to proceed with issuance of a firm commitment and closing activities. The credit underwriting report included the following as a condition to issuance of a grant of \$72,000 for the construction financing of the Development: "Receipt of building permits and any other necessary approvals. An acceptable alternative to this requirement is receipt and satisfactory review of a letter from the local permitting and approval authority stating that the above referenced permits and approvals will be issued upon receipt of applicable fees (with no other conditions). If a letter is provided, copies of all permits will be required as a condition of the first post-closing draw."
- d) On December 17, 2014, staff issued a Firm Commitment Letter. Subsequently on July 22, 2015, a Restrictive Covenant and Grant Agreement ([Exhibit A](#)) was recorded in Hillsborough County.
- e) On August 5, 2015, the Applicant submitted a draw request for \$10,227.50. AmeriNat and Florida Housing approved the draw, in error, prior to the development obtaining necessary permits. AmeriNat notified the Applicant of the error and advised the Applicant that no further draw requests would be approved until the necessary permits were obtained and submitted to AmeriNat. Since this time, the Applicant has been unresponsive to requests from AmeriNat and Florida Housing.

MULTIFAMILY PROGRAMS

Action

- f) On February 18, 2018, Florida Housing emailed a letter ([Exhibit B](#)) notifying the Applicant that prior to taking any formal action for failure to obtain the necessary permits, and to commence and complete the retrofitting and renovation within the time frame permitted in the grant agreement, that Florida Housing is offering an opportunity to bring the matter to an amicable conclusion. Florida Housing offered the following: Human Development Center, Inc. shall repay to Florida Housing the grant funds disbursed to date, i.e., \$10,227.50, and agree to the de-obligation of all remaining and undisbursed grant funds; in exchange, subject to Board approval, Florida Housing will terminate and release the grant agreements of record.
- g) On March 15, 2019, The Human Development Center, Inc. responded with a letter ([Exhibit C](#)) stating that all previous issues were resolved, permits had been approved and a deposit paid to the general contractor. They indicated that they were ready to start construction and requested Florida Housing allow them to move forward with the development.
- h) On March 29, 2019, Florida Housing responded via email ([Exhibit D](#)) requesting the Applicant appear before the Board at its May 10, 2019 meeting to discuss the lengthy delays and lack of substantive details, or appropriate documentation, in response to multiple requests. Florida Housing is willing to recommend to the Board that funding for this development move forward, if the Applicant can expeditiously move through this process, since almost four years have passed since the recording of the Restrictive Covenant and Grant Agreement. In addition, Florida Housing recommends repayment of funds already disbursed and requiring the development to be re-underwritten with current construction costs. On March 29, 2019, Florida Housing requested the Applicant to submit all due diligence items to AmeriNat by April 26, 2019. As of April 25, 2019, the Applicant has not provided any due diligence items to AmeriNat.
- i) Upon meeting this request, Florida Housing recommends to the Board that the Applicant be permitted to engage with AmeriNat to re-underwrite the Development upon repayment of the grant funds dispersed to date (\$10,227.50).

2. Recommendation

- a) Approve the return of grant funding and direct staff and AmeriNat to proceed with credit underwriting, if the Applicant provided all due diligence items to AmeriNat.

MULTIFAMILY PROGRAMS

Action

B. Request Approval to Recapture Grant Funds Disbursed and to Re-Underwrite Flora Residential Community Group Home (2014-396G)

Development Name: Flora Residential Community Group Home	Location: Hillsborough County
Applicant/Borrower: Human Development Center, Inc./James Bell	Set-Aside(s): 33% @ 40% AMI 67% @ 60% AMI
Developer/Principal: N/A	Demographic/Number of Units: Persons with Developmental Disabilities/6 Residents
Requested Amounts: Grant \$69,400.00	Development Category/Type: Rehabilitation/Retrofit/CRH

1. Background/Present Situation

- a) On February 28, 2014, Florida Housing issued Request for Applications (RFA) 2014-105 Financing to Build or Rehabilitate Smaller Permanent Supportive Housing Properties for Persons with Developmental Disabilities.
- b) On April 25, 2014, the Board approved the final scores and recommendations for the RFA, and directed staff to proceed with all necessary credit-underwriting activities. The applicant entered credit underwriting on May 2, 2014.
- c) On November 25, 2014, the Corporation received a positive recommendation for a grant in the amount of \$69,400.00 from the credit underwriter, and on December 12, 2014, the Board approved the final credit underwriting report and directed staff to proceed with issuance of a firm commitment and closing activities. The credit underwriting report included the following as a condition to issuance of a grant of \$69,400 for the construction financing of the Development: "Receipt of building permits and any other necessary approvals. An acceptable alternative to this requirement is receipt and satisfactory review of a letter from the local permitting and approval authority stating that the above referenced permits and approvals will be issued upon receipt of applicable fees (with no other conditions). If a letter is provided, copies of all permits will be required as a condition of the first post-closing draw."
- d) On December 17, 2014, staff issued a Firm Commitment Letter. Subsequently on July 22, 2015, a Restrictive Covenant and Grant Agreement ([Exhibit E](#)) was recorded in Hillsborough County.
- e) On August 5, 2015, the Applicant submitted a draw request for \$7,036.50. AmeriNat and Florida Housing approved the draw, in error, prior to the development obtaining necessary permits. AmeriNat notified the Applicant of the error and advised the Applicant that no further draw requests would be approved until the necessary permits were obtained and submitted to AmeriNat. Since this time, the Applicant has been unresponsive to requests from AmeriNat and Florida Housing.

MULTIFAMILY PROGRAMS

Action

- f) On February 18, 2018, Florida Housing emailed a letter ([Exhibit F](#)) notifying the Applicant that prior to taking any formal action for failure to obtain the necessary permits, and to commence and complete the retrofitting and renovation within the time frame permitted in the grant agreement, that Florida Housing is offering an opportunity to bring the matter to an amicable conclusion. Florida Housing offered the following: Human Development Center, Inc. shall repay to Florida Housing the grant funds disbursed to date, i.e., \$7,036.50, and agree to the de-obligation of all remaining and undisbursed grant funds; in exchange, subject to Board approval, Florida Housing will terminate and release the grant agreements of record.
- g) On March 15, 2019, The Human Development Center, Inc. responded with a letter ([Exhibit G](#)) stating that all previous issues were resolved, permits had been approved and a deposit paid to the general contractor. They indicated that they were ready to start construction and requested Florida Housing allow them to move forward with the development.
- h) On March 29, 2019, Florida Housing responded via email ([Exhibit H](#)) requesting the Applicant appear before the Board at its May 10, 2019 meeting to discuss the lengthy delays and lack of substantive details, or appropriate documentation, in response to multiple requests. Florida Housing is willing to recommend to the Board that funding for this development move forward, if the Applicant can expeditiously move through this process, since almost four years have passed since the recording of the Restrictive Covenant and Grant Agreement. In addition, Florida Housing recommends repayment of funds already disbursed and requiring the development to be re-underwritten with current construction costs. On March 29, 2019, Florida Housing requested the Applicant to submit all due diligence items to AmeriNat by April 26, 2019. As of April 25, 2019, the Applicant has not provided any due diligence items to AmeriNat.
- i) Upon meeting this request, Florida Housing recommends to the Board that the Applicant be permitted to engage with AmeriNat to re-underwrite the Development upon repayment of the grant funds dispersed to date (\$7,036.50).

2. Recommendation

- a) Approve the return of grant funding and direct staff and AmeriNat to proceed with credit underwriting, if the Applicant provided all due diligence items to AmeriNat.

MULTIFAMILY PROGRAMS

Action

C. Proposed Geographic and Demographic Allocations for 2019 through 2021 Funding Cycles

Proposed Geographic Allocation

1. Background/Present Situation

- a) Section 420.5087(1), Florida Statutes, calls for State Apartment Incentive Loan (SAIL) funds to be made available through a competitive solicitation process to meet the need for very low income housing throughout the state, as determined by using the most recent statewide low income rental housing market study. This is the 2019 Study just completed by the Shimberg Center for Affordable Housing at the University of Florida.
- b) The statute calls for at least 10 percent of the program funds made available each year to each of three categories: large counties (825,000 people or more), medium counties (more than 100,000 but less than 825,000 people) and small counties (100,000 or less). Counties are assigned to these categories using the most recent population statistics published by the Bureau of Economic and Business Research at the University of Florida. [Exhibit I](#) provides a list of counties categorized as large, medium and small and cost burden information for low income renters, as well as the proportion of the state's low income cost burdened households in each county category. An explanation about how these percentages were derived using the Study numbers is provided in Exhibit J.

2. Recommendation

- a) Based on the 2019 Study, the proposed allocation of resources for the SAIL program between large, medium and small counties during 2019, 2020 and 2021 is as follows:

Large counties: 53.2 percent;

Medium counties: 36.8 percent; and

Small counties: 10.0 percent.

Proposed Demographic Group Allocation

1. Background/Present Situation

- a) Section 420.5087(3), Florida Statutes, calls for SAIL funds to be made available to serve specific tenant population groups as follows:

Commercial fishing workers and farmworkers: Not less than 5 percent;

Homeless persons: Not less than 10 percent;

Persons with special needs: Not less than 10 percent;

Elderly persons: Not less than 10 percent; and

Families: Not less than 10 percent.

MULTIFAMILY PROGRAMS

Action

- b) Funding made available to serve each group is determined using the most recent statewide market study available at the time of publication of each notice of fund availability. The 2019 Study serves this purpose. An explanation about how these percentages were derived using the Study numbers is provided in [Exhibit J](#).

2. **Recommendation**

- a) Based on the 2019 Rental Market Study and the methodology provided in Exhibit J, the proposed allocation of funds for the tenant population groups is as follows:

Commercial fishing workers and farmworkers: 5.0 percent;

Homeless persons: 10.0 percent;

Persons with special needs: 13.0 percent;

Elderly persons: 24.6 percent; and

Families: 47.4 percent.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

V. MULTIFAMILY PROGRAMS – ALLOCATIONS

A. Request for Applications (RFA) 2019-104 SAIL Financing For Smaller Permanent Supportive Housing Developments For Persons With Special Needs

1. Background

- a) On February 26, 2019, Florida Housing Finance Corporation (Florida Housing) issued RFA 2019-104 offering \$10,420,000 of SAIL funding to Applicants proposing the development of affordable multifamily housing located in medium counties.
- b) The deadline for receipt of Applications was 3:00 p.m., Eastern Time, March 28, 2019.

2. Present Situation

- a) Florida Housing received 3 Applications in response to this RFA. The Review Committee members, designated by the Executive Director, were Ryan McKinless, Multifamily Programs Senior Analyst (Chair), Bill Aldinger, Assistant Policy Director, Tracy Banner, Policy Administrator, Diana Fields, Policy Administrator, Sofia Miles, Multifamily Programs Manager, Elaine Roberts, Senior Supportive Housing Analyst, and Rebecca Sheffield, Multifamily Programs Manager. Each member of the Review Committee independently evaluated and scored their assigned portions of the submitted Applications, consulting with non-committee staff and legal counsel as necessary and appropriate.
- b) At its April 23, 2019 Review Committee meeting, the individual committee members presented their scores and the Committee carried out the funding selection process in accordance with Section Five, B. of the RFA.
- c) The 2019-104 All Applications chart (provided as [Exhibit A](#)) lists the eligible and ineligible Applications. The eligible Applications (i.e., Applications that met all criteria to be eligible to be considered for funding) and the ineligible Applications are listed in assigned Application Number order.
- d) The Review Committee considered the following motions:
 - (1) A motion for the Review Committee to accept the scoring results as set out on Exhibit A and Applications tentatively selected for funding, as set out on [Exhibit B](#);
 - (2) A motion to recommend to the Board that the Board adopts the scoring results as set out on Exhibit A and Applications tentatively selected for funding, as set out on Exhibit B.
- e) The motions passed unanimously.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

- f) As outlined in subsection 67-48.0072(1), F.A.C., at the completion of all litigation and approval by the Board of all Recommended Orders with regard to this RFA, Florida Housing shall offer all Applicants within the funding range an invitation to enter credit underwriting.

3. Recommendation

- a) Approve the Committee's recommendations that the Board adopt the scoring results of the three Applications (set out on Exhibit A) and authorize the tentative selection of the one Application (set out on Exhibit B) for funding.
- b) There is an unallocated balance of \$5,493,159 remaining. As provided in Section Five, B. of the RFA, any remaining funding will be distributed as approved by the Board.
- c) If no notice of protest or formal written protest is filed in accordance with Section 120.57(3), Fla. Stat., et. al., staff will proceed to issue an invitation to enter credit underwriting to the Applications set out on Exhibit B.
- d) If a notice of protest or formal written protest is filed in accordance with Section 120.57(3), Fla. Stat., et. al., then at the completion of all litigation, staff will present all Recommended Orders for Board approval prior to issuing invitations to enter credit underwriting to those Applicants in the funding range.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

B. Request for Applications (RFA) 2019-107 Financing To Develop Housing For Persons With Disabling Conditions / Developmental Disabilities

1. Background

- a) On February 26, 2019, Florida Housing Finance Corporation (Florida Housing) issued RFA 2019-107 offering \$2,880,000 of Competitive Housing Credits, \$4,000,000 of SAIL funding for Persons with a Disabling Condition and \$4,000,000 of Grant funding for Persons with Developmental Disabilities to Applicants proposing the development of affordable, multifamily housing for Persons with Disabling Conditions or Developmental Disabilities.
- b) The deadline for receipt of Applications was 3:00 p.m., Eastern Time, April 3, 2019.

2. Present Situation

- a) Florida Housing received 4 Applications in response to this RFA. The Review Committee members, designated by the Executive Director, were Elizabeth Crane, Multifamily Programs Manager (Chair), Diana Fields, Policy Administrator, Jade Grubbs, Multifamily Programs Coordinator, Nancy Muller, Director of Policy/Special Programs, Lisa Nickerson, Multifamily Programs Administrator, and Elaine Roberts, Senior Supportive Housing Analyst. Each member of the Review Committee independently evaluated and scored their assigned portions of the submitted Applications, consulting with non-committee staff and legal counsel as necessary and appropriate.
- b) At its April 24, 2019 Review Committee meeting, the individual committee members presented their scores and the Committee carried out the funding selection process in accordance with Section Five, B. of the RFA.
- c) The 2019-107 All Applications chart (provided as [Exhibit C](#)) lists the eligible and ineligible Applications. The eligible Applications (i.e., Applications that met all criteria to be eligible to be considered for funding) and the ineligible Applications are listed in assigned Application Number order.
- d) The Review Committee considered the following motions:
- e) A motion to recommend to the Board that the Board adopts the scoring results as set out on Exhibit C and Applications tentatively selected for funding, as set out on [Exhibit D](#).
- f) The motions passed unanimously.
- g) As outlined in subsection 67-48.0072(1), F.A.C., at the completion of all litigation and approval by the Board of all Recommended Orders with regard to this RFA, Florida Housing shall offer all Applicants within the funding range an invitation to enter credit underwriting.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

3. **Recommendation**

- a) Approve the Committee's recommendations that the Board adopt the scoring results of the 4 Applications (set out on Exhibit C) and authorize the tentative selection of the 1 Application (set out on Exhibit D) for funding.
- b) There is an unallocated balance of \$1,080,000 of Housing Credits and \$4,000,000 of Grant funding remaining. As provided in Section Five, B. of the RFA, any remaining funding will be distributed as approved by the Board.
- c) In addition, staff recommends the Board approve the tentative selection of the next highest ranking eligible unfunded Application, utilizing the remaining balance of \$4,000,000 of Grant funding and \$1,080,000 of Housing Credit funding, plus an additional \$420,000 of Housing Credit funding. The next highest ranking eligible unfunded Application is Application Number 2019-422CG, The Village of Casa Familia, located in Miami-Dade County. This Application has a Grant request amount of \$4,000,000 and a Housing Credit request amount of \$1,500,000.
- d) If no notice of protest or formal written protest is filed in accordance with Section 120.57(3), Fla. Stat., et. al., staff will proceed to issue an invitation to enter credit underwriting to the Applications set out on Exhibit D.
- e) If a notice of protest or formal written protest is filed in accordance with Section 120.57(3), Fla. Stat., et. al., then at the completion of all litigation, staff will present all Recommended Orders for Board approval prior to issuing invitations to enter credit underwriting to those Applicants in the funding range.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

C. Request for Applications (RFA) 2019-109 HOME Financing To Be Used For Rental Developments In Hurricane Michael Impacted Counties And In Rural Areas

1. Background

- a) On February 21, 2019, Florida Housing Finance Corporation (Florida Housing) issued RFA 2019-109 offering \$30,000,000 of HOME funding to Applicants proposing the construction of affordable, multifamily housing in Hurricane Michael impacted counties and in Rural Areas.
- b) The deadline for receipt of Applications was 3:00 p.m., Eastern Time, April 1, 2019.

2. Present Situation

- a) Florida Housing received 20 Applications in response to this RFA. The Review Committee members, designated by the Executive Director, were Rachael Grice, Multifamily Programs Manager (Chair), Heather Greene, Multifamily Programs Manager, and David Woodward, Federal Loan Programs Manager. Each member of the Review Committee independently evaluated and scored their assigned portions of the submitted Applications, consulting with non-committee staff and legal counsel as necessary and appropriate.
- b) At its April 23, 2019 Review Committee meeting, the individual committee members presented their scores and the Committee carried out the funding selection process in accordance with Section Five, B. of the RFA.
- c) The 2019-109 All Applications chart (provided as [Exhibit E](#)) lists the eligible and ineligible Applications. The eligible Applications (i.e., Applications that met all criteria to be eligible to be considered for funding) and the ineligible Applications are listed in assigned Application Number order.
- d) The Review Committee considered the following motions:
- e) A motion for the Review Committee to accept the scoring results as set out on Exhibit E and Applications tentatively selected for funding, as set out on [Exhibit E](#);
- f) A motion to recommend to the Board that the Board adopt the scoring results as set out on Exhibit E and Applications tentatively selected for funding, as set out on Exhibit F.
- g) The motions passed unanimously.
- h) As outlined in subsection 67-48.0072(1), F.A.C., at the completion of all litigation and approval by the Board of all Recommended Orders with regard to this RFA, Florida Housing shall offer all Applicants within the funding range an invitation to enter credit underwriting.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

3. **Recommendation**

- a) Approve the Committee's recommendations that the Board adopt the scoring results of the 20 Applications (set out on Exhibit E) and authorize the tentative selection of the six Applications (set out on Exhibit F) for funding.
- b) There is an unallocated balance of \$1,985,433.98 remaining. As provided in Section Five, B. of the RFA, any remaining funding will be distributed as approved by the Board.
- c) In addition, staff recommends the Board approve the tentative selection of the next highest ranking eligible unfunded Application, utilizing the remaining balance of \$1,985,433.98, plus HOME program income. The next highest ranking eligible unfunded Application is Application Number 2019-411HB, Hilltop Pointe, located in Bay County. This Application has a HOME request amount of \$4,925,000 and has also requested Corporation-issued MMRB and non-competitive 4 percent Housing Credits.
- d) If no notice of protest or formal written protest is filed in accordance with Section 120.57(3), Fla. Stat., et. al., staff will proceed to issue an invitation to enter credit underwriting to the Applications set out on Exhibit E.
- e) If a notice of protest or formal written protest is filed in accordance with Section 120.57(3), Fla. Stat., et. al., then at the completion of all litigation, staff will present all Recommended Orders for Board approval prior to issuing invitations to enter credit underwriting to those Applicants in the funding range.

MULTIFAMILY PROGRAMS – ALLOCATIONS

Action

D. 2019 Rule Development

1. Background/Present Situation

- a) Rule development workshops were held on February 27, 2019 and April 22, 2019 in order to solicit comments concerning the proposed changes to the 2019 Qualified Allocation Plan (QAP) and Rule Chapters 67-21 and 67-48, F.A.C.
- b) As a result of these workshop, staff has revised the rules governing the various multifamily programs. Staff would like to proceed with the rule development process for these rules and requests the Board's approval of the proposed Rules and QAP. A supplement to the Board Package will be provided which contains the proposed Rules and the proposed 2019 QAP.
- c) If the Board approves the proposed rules and QAP as presented, the Notices of Proposed Rulemaking (NOPRs) will be published in the May 14, 2019 edition of the Florida Administrative Register. The NOPRs will announce the Rule Hearings which are scheduled for June 6, 2019, in Tallahassee. Following review of the public comments received at the Rule Hearings and the comments received from the Joint Administrative Procedures Committee following its review of the NOPRs, staff will proceed as follows:
 - (1) If modification of the proposed rules is not required, staff will file the proposed rules for adoption.
 - (2) If modification of the proposed rules is required, staff will prepare the necessary Notice of Change (NOC) to incorporate all proposed modifications to the proposed rule and, if required, will submit the NOC for Board approval.

2. Recommendation

- a) Approve the proposed rules and QAP and authorize staff to file the rules for adoption if a NOC is not required, and, if a NOC is required, authorize the Chair to determine whether a NOC makes material, substantive changes to the rule chapter. If the Chair determines that it does not, staff recommends that the Board approve such NOC without the requirement of another Board meeting. In the alternative, if the Chair determines that any NOC does make material, substantive changes to the rule chapter, staff recommends that a telephonic Board meeting be called to obtain Board approval for any required changes, with such changes to be ratified at the next regularly scheduled Board meeting.

PREDEVELOPMENT LOAN PROGRAM (PLP)

Action

VI. PREDEVELOPMENT LOAN PROGRAM (PLP)

A. Request Approval to Begin Predevelopment Loan Program (PLP) Rule Development Process

1. Background

- a) The PLP Program was created in 1992 to provide funds for low interest loans and technical assistance to non-profit developers of affordable housing. Loans in amounts up to \$750,000 are awarded to developers at 1% interest for a three-year term in order to assist the developers with capital and expertise to obtain construction funding through Florida Housing's competitive programs as well as other public and private sources of funding. PLP loans are repaid when construction financing is closed.
- b) The current version of the PLP rule was adopted on November 23, 2009.

2. Present Situation

- a) Generally, the PLP rule continues to be adequate to administer the program successfully. However, there are a number of issues for which the rule needs to be clarified or revised to be adaptable to the needs of the development community, changing market conditions and to protect Florida Housing's security in PLP loans.
- b) The aspects of the rule where changes will be proposed include:
 - (1) Ensuring that eligibility requirements for developers that partner with for-profit developers are consistent with those of other Florida Housing programs.
 - (2) Clarifying the process for closing on PLP loans that are approved with site acquisition funds and limiting the access to unsecured non-site acquisition funds.
 - (3) Clarifying what is considered acceptable as "other collateral" for loans that cannot provide security through a mortgage on the subject property.
 - (4) Clarifying the "cure" process for applications regarding deficiencies of required information.
 - (5) Clarifying language regarding the ability to forgive PLP loans when developers are unable to obtain construction financing.
 - (6) Clarifying language related to approval of loan maturity extensions.
 - (7) Deleting obsolete and clarifying inadequate language.

PREDEVELOPMENT LOAN PROGRAM (PLP)

Action

- c) In addition to these changes, the PLP rule will be published for comment from the stakeholder community and any issues that are raised through that process or during scheduled workshops on the rule may also be considered for revision to the rule.

3. Recommendation

- a) Authorize staff to proceed with the rule development process for the PLP program Rule 67-38, Florida Administrative Code.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

VII. PROFESSIONAL SERVICES SELECTION (PSS)

A. Request for Qualifications (RFQ) 2019-03, Public Relations Services

1. Background

- a) At the February 1, 2019 meeting, the Board authorized Florida Housing staff to issue a solicitation to procure one or more qualified firms to provide Public Relations services.

2. Present Situation

- a) RFQ 2019-03 was issued on February 1, 2019. The deadline for receipt of responses was 2:00 p.m., February 20, 2019. A copy of the RFQ is provided as [Exhibit A](#).
- b) Four responses were received from BowStern Marketing Communications; Moore Communications Group, d/b/a Moore, Inc.; Cunningham Communications Consulting Company d/b/a The Brand Advocates; and Vistra Communications, LLC.
- c) Members of the committee were Taylore Maxey, Press Secretary (Chairperson); Sandy Smith, Single Family Programs Manager; and Stephanie Sutton, External Affairs Director ("Review Committee").
- d) Each member of the Review Committee individually reviewed the proposals submitted prior to convening for the Review Committee meeting which was held at 10:00 a.m., March 15, 2019.
- e) At the March 15th meeting, the Review Committee members provided their final scores for the responses received. The score sheet is provided as [Exhibit B](#).

3. Recommendation

- a) The Review Committee recommends that the Board authorize Florida Housing to enter into contract negotiations with the top two respondents: Vistra Communications, LLC and Cunningham Communications Consulting Company d/b/a The Brand Advocates.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

B. Competitive Solicitation for Inclusion in a Pool of Energy Consumption Model Utility Estimate Providers

1. Background

- a) Effective July 29, 2008, IRS Treasury Regulation 26 CFR § 1.42-10 relating to the Low-Income Housing Tax Credit (Credit) was amended to update the utility allowance regulations to provide new options for estimating resident utility costs. The final regulations affect owners of low-income housing properties financed with Credits, and the residents in those low-income housing properties.
- b) Previously, under 26 CFR § 1.42-10(b)(4), owners generally used the applicable Public Housing Authority (PHA) utility allowance established for the Section 8 Program or used a local utility company estimate.
- c) As an alternative, under the amended utility allowance regulations, Energy Consumption Model utility estimates may be calculated by a properly licensed engineer or other qualified professionals approved by the state housing credit agency. The estimates are determined based on the applicable current local utility billing rate schedule and would be applied to all comparable units in the building using specific information about the design, materials, equipment, and location of the building.
- d) The 2013 HOME Investment Partnerships Program final rule also included changes to the utility allowance regulations and include five methods that meet HOME requirements: the Department of Housing and Urban Development's (HUD) Utility Schedule Model, HUD's Multifamily Housing Utility Analysis, utility company estimates, Credit allocating agency estimates, and the Energy Consumption Model.

2. Present Situation

- a) The current Approved Energy Consumption Model Provider contracts with Diamond Property Consultants, Inc.; the Florida Solar Energy Center at the University of Central Florida; KN Consultants, LLC; and Matern Professional Engineering, Inc., all expire December 31, 2019.
- b) The energy consumption model is widely used by owners of Credits and HOME financed developments and staff recognizes the need to provide owners a list of qualified energy consumption providers from which owners must contract directly in order to obtain the energy consumption estimate.
- c) Owners must pay for all costs incurred in obtaining the utility estimates from the qualified professional and provide the estimates to Florida Housing and residents.

3. Recommendation

- a) Authorize staff to issue a competitive solicitation for a pool of energy consumption model utility estimate providers.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

C. Request for Competitive Solicitation for a Statewide Needs Assessment for Special Needs/Homeless Households

1. Background

- a) In the fall of 2017, Florida Housing convened the legislatively mandated Affordable Housing Workgroup (AHWG) to address the state's affordable housing needs and to develop strategies and pathways for low income housing in the state. The Workgroup, representing a diverse group of public and private stakeholders, submitted a comprehensive set of findings and recommendations to Florida Housing's Board of Directors in December 2017.
- b) One of the AHWG's findings was that, while the three-year rental market study required by section 420.5087, Florida Statutes, provides a simple evaluation of the need for special needs and homeless households, Florida has a very limited understanding of the housing needs across these sub-populations. The AHWG recommended that Florida Housing find the resources to conduct a state-level needs assessment to identify the statewide affordable and supportive housing needs of special needs and homeless populations, as well as perform financial modeling to address the housing needs of each sub-population. The Board of Directors approved the AHWG's recommendations at its December 2017 Board meeting.
- c) In 2018, staff conducted due diligence to determine the scope of work and estimated budget to conduct a needs assessment as recommended by the AHWG. The staff determined the appropriate approach would be to identify and select a qualified and experienced entity to conduct the needs assessment. This item is included in Florida Housing's 2019 budget.

2. Present Situation

- a) Staff is ready to identify and select an organization with the professional qualifications and experience to conduct a state level needs assessment via a competitive solicitation.

3. Recommendation

- a) Authorize staff to issue a competitive solicitation in order to select a firm to provide a state-level assessment regarding the housing needs of Floridians with special needs or who are homeless.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

D. Contract Renewal to provide Servicing for the Homebuyer Loan Program

1. Background

- a) Florida Housing contracts with U.S. Bank to perform loan servicing functions for the Homebuyer Loan Program (“Program”). These functions include: approving lenders for Program participation; pooling first mortgage loans into mortgage backed securities (“MBS”); perform all loan servicing functions for both first and second mortgages in conjunction with the Program; provide reporting on loans pooled into MBS; provide periodic lending training sessions as needed; and sell whole loans in the cash window as requested by FHFC.
- b) The current contract for these services with U.S. Bank expires on September 30, 2019, and Florida Housing has a continuing need for these services. Contingent upon satisfactorily performing its obligations under the contract as determined by Florida Housing, this contract may be renewed once for up to an additional three-year period.

2. Present Situation

- a) Florida Housing staff is satisfied with the performance of U.S. Bank and supports renewing the contract for an additional three years.

3. Recommendation

- a) Staff recommends the Board direct staff to proceed with the first and final three-year renewal option.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

E. Contract Renewal – Investment Banker Services

1. Background

- a) At the March 2014 meeting, the Board of Directors of Florida Housing authorized staff to enter into contract negotiations with the eight firms below for Investment Banker services.
- b) Contingent upon satisfactorily performing its obligations under the contract as determined by Florida Housing, these contracts may be renewed three times for an additional one-year period. At the March 2018 meeting, the Board authorized staff to move forward with the second of three one-year renewal options, and there is one optional renewal term remaining for all eight firms.
- c) Current contract information is as follows:

Contract Number	Vendor	Initial Term Start Date	Current Expiration Date
2014-03-025-Q-001	Raymond James & Associates, Inc.	8/13/2014	8/12/2018
2014-03-025-Q-007	Morgan Stanley & Co. LLC.	8/15/2014	8/14/2018
2014-03-025-Q-002	Merrill Lynch, Fenner & Smith Incorporated	8/19/2014	8/18/2018
2014-03-025-Q-009	Stern Brothers & Co.	8/26/2014	8/25/2017
2014-03-025-Q-005	Janney Montgomery Scott, LLC.	9/1/2014	8/31/2018
2014-03-025-Q-008	RBC Capital Markets, LLC	9/3/2014	9/2/2018
2014-03-025-Q-003	Citigroup Global Markets, Inc.	9/16/2014	9/15/2018
2014-03-025-Q-010	Wells Fargo Bank, N.A.	9/16/2014	9/15/2018

2. Present Situation

- a) Florida Housing staff supports a renewal to extend the term of the contract for the third one-year renewal period.

3. Recommendation

- a) Staff recommends the Board direct staff to proceed with the third and final one-year renewal option.