

PUBLIC MEETING NOTICE
Pursuant to Act 84 of 1986 - Sunshine Act

The monthly meeting of the Members of the Board of the Pennsylvania Housing Finance Agency will be held on **Thursday, June 9, 2016 at 10:30 a.m.** at the offices of the Agency, 211 North Front Street, Harrisburg, Pennsylvania. The purpose of this meeting is to conduct normal Agency business and to approve the issuance of certain Agency securities. Inquiries should be directed to the Secretary.

If you are a person with a disability and wish to attend this meeting and require an auxiliary aid, service or other accommodation to participate, please contact the Secretary by Tuesday, June 7, 2016 to discuss how the Pennsylvania Housing Finance Agency may best accommodate your needs.

Anyone wishing to be recognized by the Chair to address the Members of the Board at this meeting must contact the Secretary no later than Tuesday, June 7, 2016 either in writing or by telephone and detail the nature of their presentation.

Carrie M. Barnes
Secretary
Phone: 717.780.3911
TTY: 717.780.1869

PENNSYLVANIA HOUSING FINANCE AGENCY

THURSDAY, JUNE 9, 2016

10:30 A.M.

A G E N D A

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF THE MINUTES FROM THE MAY 12, 2016 BOARD MEETING
3. JOINT HEMAP AND FINANCE COMMITTEES REPORT
 - A. HEMAP Budget for Fiscal Year Ending June 30, 2017
 - B. PHFA Budget for Fiscal Year Ending June 30, 2017
4. JOINT HEMAP AND AUDIT COMMITTEES REPORT
 - A. HEMAP Audit Report
 - B. PHFA Audit Report
5. INVESTMENT BANKER REPORT
6. OTHER BUSINESS
7. EXECUTIVE SESSION
8. PERSONNEL COMMITTEE REPORT
9. ADJOURNMENT

**Pennsylvania Housing Finance Agency
Meeting of the Board
May 12, 2016**

Members Present:

- *Robin Wiessmann, Chair
- *Thomas B. Hagen, Vice Chair
- *Craig H. Alexander
- *Maria F. Coutts
- *Lisa Watson (serving in the stead of
Ted Dallas, Secretary, Department
of Human Services)
- *Kathy Possinger (serving in the stead of
Dennis Davin, Secretary of Department
of Community and Economic Development)
- *Noel Eisenstat
- *Lisa R. Gaffney
- *Ross Nese
- *Jennifer Langan (serving in the stead of
Timothy Reese, State Treasurer)

- *On Telephone conference call

Members Absent:

- Ronald F. Croushore
- John Paone
- Mark Schwartz

Others Present:

- Brian A. Hudson, Executive Director
- Rebecca L. Peace, Chief Counsel
- William Fogarty, Director of Government Affairs
- Carl Dudeck, Director of Housing Management
- Holly Glauser, Director of Development
- Bryce Maretzki, Director of Strategic Policy & Planning
- Kate Newton, Director of Homeownership Programs
- Kim Boal, Director of Information Technology
- Scott Elliott, Director of Communications
- John Zapotocky, Director of Accounting
- Clay Lambert, Business Policy Officer
- Thomas Brzana, Director of Loan Servicing
- Joseph Knopic, Director of Finance
- Steve O'Neill, Assistant Counsel
- Chris Anderson, Communications Officer
- David Doray, Manager of Multifamily Underwriting
- Stan Salwocki, Manager of Architecture and Engineering
- *Barbara Stephens, Public Affairs Officer
- Charlotte Folmer, Sr. Asset & Compliance Officer
- Maggie A. Strawser, Assistant Secretary
- Charlotte L. Nelson, Assistant Secretary
- Carrie M. Barnes, Secretary

A meeting of the Members of the Board of the Pennsylvania Housing Finance Agency was held on Thursday, May 12, 2016 at 10:30 a.m. at the offices of the Pennsylvania Housing Finance Agency, 211 North Front Street, Harrisburg, Pennsylvania.

In compliance with the provisions of the Sunshine Act, notification of this meeting appeared in the Legal Notices Section of *The Patriot News* in Harrisburg, Dauphin County on May 3, 2016.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chair Wiessmann at 10:30 a.m. The roll was called and a quorum was present.

2. APPROVAL OF THE MINUTES FROM THE APRIL 14, 2016 BOARD MEETING

There were no additions or corrections to the minutes.

A motion that the minutes from the April 14, 2016 Board meeting be approved as submitted. This motion was seconded and was unanimously approved.

3. PROGRAM AND DEVELOPMENT REVIEW COMMITTEE REPORT

A. Portfolio Preservation Refinancing – Pheasant Hill Estates

Mr. Dudeck reported that the owner of Pheasant Hill Estates has requested permission to prepay their mortgage.

Mr. Dudeck stated that to permit prepayment requests, staff must be assured that the development will commit to remain in Pennsylvania's affordable housing stock for at least an additional 30 years; the Agency must not incur any economic losses due to the refinancing; and the Department of Housing and Urban Development's Housing Assistance Payment contract must be renewed for an additional term. Staff recommends approval of this request.

Ms. Gaffney reported that the Program and Development Review Committee concurs with staff's recommendation.

Ms. Gaffney made the motion that the Board approve the resolution authorizing the refinancing of Pheasant Hill Estates. This motion was seconded and unanimously approved. (See Appendix 1 of these Minutes.)

B. Other Business

Ms. Gaffney reported that the Committee approved the request for transfer of general partnership interest for the Wellington Ridge Phase II project located in Chester, Delaware County. **(See Appendix 2 of these Minutes.)**

There was no other business to be brought before the Board.

4. APPROVAL OF SINGLE FAMILY MORTGAGE REVENUE BONDS, SERIES 2016-121

Mr. Hudson reported that staff is requesting Board approval to proceed with the Agency's next single family bond issue, Series 121, if market conditions remain stable. It is expected that this issue would provide mortgage interest rates ranging between 3.0 percent to 3.5 percent. The maximum principal amount of the issuance would not exceed \$300,000,000.

Mr. Hudson stated that the Agency's Series 119 issue in the amount of approximately \$162,000,000 which recently closed included approximately \$60,000,000 of new money.

Staff is currently working on the pricing of Series 120 which is expected to be approved in July with an expected closing date in August, 2016.

Mr. Hudson informed the Board that he expects this to be a very active bond issuing year for the Agency.

Chair Wiessmann asked about the conditions of the market today and Mr. Hudson responded that it still remains stable and very attractive, which provides some refunding opportunities in the portfolio.

A motion was made that the Board approve the resolution authorizing the issuance of Single Family Mortgage Revenue Bonds, Series 2016-121 delegating the negotiations and final approval to the Finance Committee. This motion was seconded and was unanimously approved. (See Appendix 3 of these Minutes.)

5. Other Business

A. PHFA Administration of National Housing Trust Fund – FY 2016

Mr. Hudson briefly reviewed the National Housing Trust Fund (NHT) legislation, as well as the Pennsylvania Housing and Rehabilitation Enhancement Program (PHARE), which was created to administer the funds in the Commonwealth. The Department of Housing and Urban Development has issued a notice that Pennsylvania will receive \$3,862,285 in NHT monies to provide housing for extremely low income households in the Commonwealth. Mr. Hudson reported that 90 percent of the funds must go to rental housing and the remaining 10 percent may be used for homeownership activities.

Ms. Glauser reported that the Board's approval of the preliminary Action Plan is necessary to move forward with the process. The Final Plan will be presented to the Board in July for final approval following a public hearing.

Mr. Marezki noted that the Action Plan will be published in the *PA Bulletin* to comply with the 45-day comment period required under the State enabling legislation (PHARE). He stated that the Action Plan and the State's Consolidated Plan must coordinate and the Agency has worked closely with the Department of Community and Economic Development in this regard. The Department of Community and Economic Development updates its Consolidated Plan every five years. Ms. Possinger reported that the Department of Community and Economic Development will be holding a public hearing on the Consolidated Plan on June 9, 2016.

Ms. Gaffney asked if this Action Plan meets all of the HOME guidelines and Ms. Glauser stated that this program requires compliance with most of the guidelines for the administration of federal HOME funds.

It was the general consensus of the Board that the HTF Action Plan be preliminarily approved as submitted.

B. Five Year Housing Plan for the Commonwealth

Mr. Hudson reported that a five year housing plan unveiling event is planned for Monday, May 23 at 10:00 a.m. in Mechanicsburg to announce this plan. This plan is a joint effort of the Department of Human Services, the Department of Community and Economic Development and the Agency. Mr. Hudson will be attending this event.

C. PHFA Board Meetings

Mr. Hudson reported that next two PHFA Board meetings scheduled for June 9 and July 14 will likely be in-person meetings and he encouraged members to attend if possible. The June meeting will concentrate on the Agency's budget for Fiscal Year 2016-2017. The allocation of tax credits will take place at the July meeting.

6. ADJOURNMENT

There being no further business to be discussed, a motion was made and seconded that the meeting be adjourned. The motion was unanimously approved. Chair Wiessmann adjourned the meeting of the Board at 10:50 a.m.

The next regularly scheduled meeting of the Members of the Board of the Pennsylvania Housing Finance Agency will be held on Thursday, June 9, 2016 at 10:30 a.m. at the offices of the Agency, 211 North Front Street, Harrisburg, Pennsylvania.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carrie M. Barnes".

Carrie M. Barnes
Secretary