

# AHDC

**THA Affordable Housing Development Corp.**

A non-profit Entity of The Housing Authority of the City of Tampa, Florida

## **Board of Directors Meeting**

**May 20, 2020**



# AHDC Meeting Agenda

THA Affordable Housing Development Corp.

*May 20, 2020*

## *I. CALL TO ORDER*

## *II. MINUTES FROM THE PREVIOUS MEETING*

- *January 15, 2020*

## *III. NEW BUSINESS*

- *Presentation of Resolution No. 2020-0021*

*TO APPROVE THE ANNUAL BUDGET FOR THE TWELVE MONTHS ENDING DECEMBER 31, 2020, AS PRESENTED BY THE PRESIDENT / SECRETARY, JEROME D. RYANS, FOR REVIEW BY THE BOARD OF DIRECTORS.*

## *IV. ADJOURNMENT*

**Minutes  
of the Annual Meeting  
of the Board of Directors  
of THA Affordable Housing Development Corporation**

January 15, 2020

***I. CALL TO ORDER***

Chairwoman Johnson-Velez called the meeting of the THA Affordable Housing Development Corporation Board of Directors to order at 8:42 am. Other Directors in attendance were, Ben Dacheballi, Bemetra Salter-Liggins, James Cloar, Billi Johnson-Griffin, Parker Homans and legal counsel Ricardo Gilmore.

***II. APPROVAL OF MINUTES***

Motion to approve the Minutes from the November 15, 2017 meeting made by Director Johnson-Velez, seconded by Director Johnson-Griffin and passed:

Director Dacheballi	Present
Director Salter-Liggins	Present
Director Cloar	Present
Director Johnson-Velez	Yes
Director Johnson-Griffin	Present
Director Homans	Present

***III. NEW BUSINESS***

- *Election of Officers*

Attorney Ricardo Gilmore opened the floor for nominations for the position of Chair.

A motion to nominate Director James Cloar for election to the position of Chair of the Board of Directors of the THA Affordable Housing Development Corporation made by Director Bemetra Salter Liggins.

A motion to close the nominations on that said name made by Director Susan Johnson-Velez and passed without dissent.

Attorney Gilmore opened the floor for nominations for the position of Vice Chair.

Director Johnson-Griffin nominated Director Bemetra Salter Liggins for the position of Vice Chair.

A motion to close the nominations on that said name was made by Director Susan Johnson-Velez and passed without dissent.

James Cloar is elected Chair.

Bemetra Salter Liggins is elected Vice-Chair.

***III. ADJOURNMENT***

There being no other matters to come before this Board, Chairman Cloar adjourned the meeting at 8:44 am.

Approved this 20<sup>th</sup> Day of May, 2020.

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*James Cloar, Chairperson*

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*Jerome Ryans, President/Secretary*

# Resolution

2020-0021-AHDC

**THA AFFORDABLE HOUSING DEVELOPMENT CORPORATION  
RESOLUTION SUMMARY SHEET**

**1. Describe the action requested of the Board of Directors**

Re.: Resolution Number: 2020-0021 - AHDC

The Board of Directors is requested to approve the above-referenced resolution in order to:

APPROVE THE ANNUAL BUDGET FOR THE TWELVE MONTHS ENDING DECEMBER 31, 2020, AS PRESENTED BY THE PRESIDENT / SECRETARY, JEROME D. RYANS, FOR REVIEW BY THE BOARD OF DIRECTORS.

**2. Who is making request:**

- A. Entity: THA AFFORDABLE HOUSING DEVELOPMENT CORPORATION
- B. Project: ANNUAL BUDGET
- C. Originator: SUSI BEGAZO-MCGOURTY, TREASURER

**3. Cost Estimate (if applicable):**

\$72,920

**Narrative:**

The attached Resolution is required to establish the THA Affordable Housing Development Corporation Budget as presented for the twelve months ending December 31, 2020.

**Attachments (if applicable):**

MEMO  
RESOLUTION 2020-0021-AH  
AHDC 2020 Annual Budget

# THA Affordable Housing Development Corporation

## MEMORANDUM

DATE: May 20, 2020  
TO: Board of Directors  
FROM: Susi Begazo-McGourty, Treasurer  
THROUGH: Jerome D. Ryans, President / Secretary  
RE: Resolution # 2020-0021 - AHDC

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The attached Resolution is required to establish the THA Affordable Housing Development Corporation Budget as presented for the twelve months January 2020 to December 31, 2020.

**RESOLUTION NO. 2020-0021 - AHDC**

**A RESOLUTION TO ADOPT THE ANNUAL BUDGET FOR TWELVE MONTHS ENDING DECEMBER 31, 2020, AS PRESENTED BY THE PRESIDENT/SECRETARY, JEROME D. RYANS, FOR REVIEW BY THE BOARD OF DIRECTORS.**

WHEREAS, THA Affordable Housing Development Corporation has proposed expenditures necessary to support efficient and economical operations; and

WHEREAS, the Board received the Annual Proposed Budget document for review and the Board has subsequently reviewed the Annual Budget document; and

The Board hereby authorizes an annual budget in the amount of \$72,920 as provided in the above-referenced document.

In making these commitments, the Board additionally reaffirms its fiscal policy guidance to staff that, notwithstanding the above authorizations, all operations should strive to perform within available resources.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the THA Affordable Housing Development Corporation hereby approves the Annual Budget for the twelve months ending December 31, 2020, as presented by the President/CEO and authorizes the Chairperson to sign H.U.D.'s required budget approval form.

Adopted this 20<sup>th</sup> day of May 2020.

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James Cloar, Chairperson

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Jerome D. Ryans, President / Secretary

**Tampa Housing Authority**  
**2020 Annual Budget**  
**THA Affordable Housing Development Corp (AHDC)**

	<b>2019</b>	<b>2020</b>	<b>Change Positive /</b>
	<b>Budget</b>	<b>Budget</b>	<b>(Negative)</b>
<b>Revenues</b>			
Tenant Rental Income	\$ 37,621	\$ 42,047	\$ 4,426
Non-Dwelling Rent - Youth Build	12,000	12,000	-
Transfer from NTHDC	65,223	18,873	(46,350)
<b>Total Income</b>	<b>\$ 114,844</b>	<b>\$ 72,920</b>	<b>\$ (41,924)</b>
<b>Expenses</b>			
Other Administrative Costs	4,950	1,350	3,600
Insurance	5,894	3,500	2,394
Maintenance Costs	5,750	5,070	680
Contracted Maintenance Costs	62,200	26,200	36,000
Utilities	14,050	13,800	250
Management Fees	10,000	10,000	-
Audit Fee	12,000	13,000	(1,000)
<b>Total Expenses</b>	<b>\$ 114,844</b>	<b>\$ 72,920</b>	<b>\$ 41,924</b>