

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Issuance of Multi-family Mortgage Revenue Bonds for Three (3) Proposed  
Multi-family Developments, Seminole County

**DEPARTMENT:** Fiscal Services      **DIVISION:** Administration

**AUTHORIZED BY:** Lisa H. Spriggs *LS*      **CONTACT:** \_\_\_\_\_ **EXT.** 7172

<b>Agenda Date</b> <u>12/09/03</u> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/> <b>Briefing</b> <input type="checkbox"/>
<b>Public Hearing – 1:30</b> <input type="checkbox"/> <b>Public Hearing – 7:00</b> <input type="checkbox"/>

**MOTION/RECOMMENDATION:**

Approval and execution of resolution to ratify issuance by the Orange County Housing Finance Authority of multi-family mortgage revenue bonds for a proposed multifamily development in Seminole County, on behalf of Seminole County.

**BACKGROUND:**

On November 5, 2003 the Orange County Housing Finance Authority's Board of Directors approved the inducement of the following proposed multi-family development located in Seminole County:

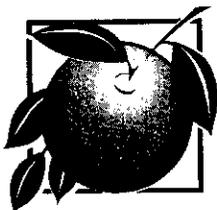
<u>Project/Location</u>	<u>Unit Size</u>	<u>Amount</u>
Covington Club Apartments North side of Chapman Road west of the intersection of Chapman Road and State Road 434 in Oviedo, in Seminole County, Florida	168	\$10,100,000

This project will be submitted for funding through the Division of Bond Finance. One or more of the projects may be selected. Total funding capacity for these and other regional projects is approximately \$28,000,000.

The TEFRA hearing was held on Tuesday, November 20, 2003 at the Seminole County Services Building, Room 3026. The purpose of the hearing was to receive public comments. No comments were received during the TEFRA hearing.

This bond issue does not constitute a legal obligation for Seminole County.

<b>Reviewed by:</b> <b>Co Atty:</b> _____ <b>DFS:</b> _____ <b>Other:</b> _____ <b>DCM:</b> <i>SS</i> _____ <b>CM:</b> <i>LS</i> _____ <b>File No.</b> <u>CFSA00</u>
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ORANGE COUNTY  
**HOUSING FINANCE AUTHORITY**

2211 EAST HILLCREST STREET ORLANDO, FLORIDA 32803  
TELEPHONE: 407-894-0014 FAX: 407-897-6679

**AGENDA ITEM**

W.D. Morris  
*Executive Director*

November 7, 2003

**Ms. Lisa Spriggs, Director**  
Fiscal Services Department  
Office of Management & Budget  
Seminole County Services Building  
1101 E. First Street  
Sanford, Florida 32771

**SUBJECT: APPROVAL AND EXECUTION TO RATIFY ISSUANCE BY THE ORANGE COUNTY HOUSING FINANCE AUTHORITY OF MULTI-FAMILY MORTGAGE REVENUE BONDS FOR A PROPOSED MULTIFAMILY DEVELOPMENT IN SEMINOLE COUNTY**

**SEMINOLE COUNTY BOARD OF COUNTY COMMISSIONERS MEETING  
DECEMBER 09, 2003**

Dear Ms. Spriggs:

On November 5, 2003 the Orange County Housing Finance Authority's Board of Directors approved the inducement of the following proposed multi-family development located in Seminole County:

<u>Project/Location</u>	<u>Unit Size</u>	<u>Amount</u>
Covington Club Apartments North side of Chapman Road west of the intersection of Chapman Road and State Road 434 in Oviedo, Seminole County, Florida	168	\$10,100,000

The proposed project submitted for inducement in Seminole County meets the Authority's threshold criteria for approval. Seminole County is in Region 6 for Private Activity Bond Allocation along with Lake and Osceola Counties. Proposals in this Region are selected via a lottery system by the Division of Bond Finance. There is no guarantee that Seminole County will receive funding for the proposed project.

A copy of OCHFA Board's Agenda item and November 5, 2003 minutes are enclosed for your information.

The TEFRA hearing will be held on Thursday, November 20, 2003 at the Seminole County Services Building, Room 3026 (third floor) at 10:30 a.m. The purpose of the hearing is to receive public comments regarding the issuance of multi-family mortgage revenue bonds. Comments, if any, will be provided prior to the Boards' meeting on December 09, 2003.

**Board of Directors:** ■ J. Thomas Cardwell, Jr., *Chairman* ■ David A. Johnston, *Vice-Chairman*  
■ Ann Brown Payne ■ Anna D. Diaz ■ Jeffery A. Stueve

The Orange County Housing Finance Authority hereby submits a package for your review and subsequent consideration by the Board of County Commissioners at its meeting on **Tuesday, December 09, 2003.**

The following items are enclosed:

1. Three (3) originals of the Authorizing Resolutions for the proposed project to be executed by the Seminole County Board of County Commissioners.
2. TEFRA Hearing Notice and proof of publication.
3. Staff Report of November 5, 2003 OCHFA Board of Directors meeting
4. Minutes of the November 5, 2003 OCHFA Board of Directors meeting

**ACTION REQUESTED:**

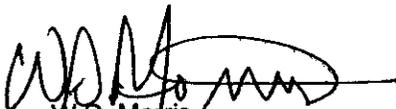
**APPROVAL AND EXECUTION OF THE AUTHORIZING RESOLUTION TO RATIFY ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS FOR COVINGTON CLUB APARTMENTS.**

**Please return two (2) originals of the executed and sealed Authorizing Resolutions to:**

**W.D. Morris, Executive Director  
Orange County Housing Finance Authority  
2211 E. Hillcrest Street  
Orlando, Florida 32803**

If you need additional information, please call me at 894-0014, ext. 303.

Sincerely,



W.D. Morris  
Executive Director

WDM:mg  
Enclosures

G:\Agenda\SeminoleBCC\mf2004

**2003-R-\_\_\_\_\_**  
**RESOLUTION**

**WHEREAS**, the ORANGE COUNTY HOUSING FINANCE AUTHORITY (the "Authority") was created pursuant to Ordinance 78-18, codified in the Code of Orange County at Section 2-151 *et seq*; and

**WHEREAS**, the Tax Equity and Fiscal Responsibility Act of 1982 ("TEFRA") has created a requirement that all industrial development bonds issued after December 31, 1982, for the purpose of financing multifamily housing developments require approval by the Authority, and each governmental unit having jurisdiction over the area in which the bond financed facility is located; and

**WHEREAS**, such approval is to be given after a public hearing for which reasonable notice has been given; and

**WHEREAS**, the Authority is contemplating the issuance of its Multifamily Housing Revenue Bonds, 2004 Series [to be designated] (Covington Club Apartments) in one or more series in an aggregate principal amount of tax-exempt bonds not to exceed \$10,100,000 (the "Bonds") to finance the acquisition, construction and equipping of a residential rental project to be owned by Covington Club Partners, Ltd., a Florida limited partnership, for persons of low and moderate income (the "Project").

The acquisition, construction and equipping of the following residential rental project will be financed with a portion of the proceeds of the Bonds:

**PROJECT/LOCATION**

**NO OF UNITS**

Covington Club Apartments/north side of  
Chapman Road west of the intersection of  
Chapman Road and State Road 434 in Oviedo,  
Seminole County, Florida

168

**WHEREAS**, a public hearing was held at 10:30 a.m. on November 20, 2004, with regard to financing this qualified housing development, at the place and at the time described in the Notice of Public Hearing attached hereto as Exhibit A, which Notice was published a reasonable time in advance of the hearing date in a newspaper of general circulation in Seminole County; and

**WHEREAS**, the Authority has presented the issue in an aggregate principal amount not to exceed \$10,100,000 for approval to the Board of County Commissioners of Seminole County;

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY:**

**SECTION 1. Authority.** This Resolution is adopted pursuant to the Constitution of the State of Florida, Chapters 125 and 166, Florida Statutes, and other applicable provisions of law.

**SECTION 2. Findings.** The Board hereby finds, determines and declares as follows:

A. The Project and the issuance of the Bonds to finance the Project will have a substantial public benefit.

B. The Board is the elected legislative body of Seminole County and has jurisdiction over the Project.

C. Seminole County has entered into an Interlocal Agreement with the Authority dated February 1, 1982, pursuant to which Seminole County has permitted the Authority to operate within its boundaries.

**SECTION 3. Ratification and Approval.** The Board hereby finds that financing the Project located in Seminole County will help alleviate the shortage of housing for persons and families of low and moderate income in Seminole County.

Solely for the purpose of Section 147(f) of the Internal Revenue Code of 1986, as amended, the Board hereby approves the issuance and sale of the Bonds in an aggregate principal amount not to exceed \$10,100,000 for the purpose of making a loan to Covington Club Partners, Ltd., a Florida limited partnership (the "Owner"), for the financing of the cost of acquisition, construction and equipping of a residential rental project for persons and families of low and moderate income. The Bonds shall be issued on such terms and in such manner as shall be established by subsequent proceedings of the Authority.

**SECTION 4. Limited Obligations.** The Bonds and the interest thereon shall not constitute an indebtedness or pledge of the general credit or taxing power of Seminole County, the State of Florida or any political subdivision or agency thereof but shall be payable solely from the revenues pledged therefor pursuant to a loan agreement or other financing agreement entered into by and between the Authority and the Owner prior to or contemporaneously with the issuance of the Bonds.

**SECTION 5. Limited Approval.** The approval given herein shall not be construed as an approval of any necessary rezoning applications nor for any other regulatory permits relating to the Project and the Board shall not be construed by reason of its adoption of this resolution to (i) attest to the Owner's ability to repay the indebtedness represented by the Bonds, (ii) recommend to prospective purchasers of the Bonds to purchase the same, or (iii) have waived any right of Seminole County or estopping Seminole County from asserting any rights or responsibilities it may have in that regard. Further, the approval by the Board of the issuance of the Bonds by the Authority shall not be construed to obligate the County to incur any liability, pecuniary or otherwise, in connection with either the issuance of the Bonds or the Project, and the Authority shall so provide in the financing documents setting forth the details of the Bonds.

**NOTICE OF PUBLIC HEARING  
ORANGE COUNTY HOUSING FINANCE AUTHORITY  
RESIDENTIAL RENTAL PROJECTS**

Notice is hereby given that the Orange County Housing Finance Authority (the "Authority") will conduct a public hearing concerning the proposed issuance by the Authority of its not to exceed \$10,100,000 Multifamily Housing Revenue Bonds, 2004 Series [to be designated] (Covington Club Apartments), (the "Bonds"). The proceeds of the Bonds would be used to finance the acquisition, construction and equipping of the following residential rental project:

<b>PROJECT/LOCATION</b>	<b>NO. OF UNITS</b>	<b>OWNER</b>
<u>Covington Club Apartments</u> /north side of Chapman Road west of the intersection of Chapman Road and State Road 434 in Oviedo, Seminole County, Florida	168	Covington Club Partners, Ltd., a Florida limited partnership

The public hearing will be held at the following time and location:

<b>TIME</b>	<b>LOCATION</b>
10:30 A.M. to 11:00 A.M. Thursday, November 20, 2003	Seminole County Services Building 1101 East First Street Third Floor, Room 3026 Sanford, Florida 32771

Interested persons are invited to submit written comments or present oral comments at the hearing regarding the proposed issuance of the Bonds. Written comments should be received by the Authority on or before November 17, 2003. Oral comments will be limited to no more than 10 minutes per person. Written comments or notice of intent to present oral comments should be directed to:

Orange County Housing Finance Authority  
2211 E. Hillcrest Street  
Orlando, Florida 32803  
Attention: Executive Director

SECTION 286.0105, FLORIDA STATUTES STATES THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY A BOARD, AGENCY, OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

# Orlando Sentinel

Published Daily

State of Florida } S.S.  
COUNTY OF ORANGE

Before the undersigned authority personally appeared BEVERLY C. SIMMONS

who on oath says that he/she is the Legal Advertising Representative of Orlando Sentinel, a daily newspaper published at ORLANDO in ORANGE/SEMINOLE County, Florida; that the attached copy of advertisement, being a NOTICE OF PUBLIC in the matter of COVINGTON CLUB APARTMENTS

in the ORANGE/SEMINOLE Court, was published in said newspaper in the issue; of 11/01/03

Affiant further says that the said Orlando Sentinel is a newspaper published at ORLANDO in said ORANGE/SEMINOLE County, Florida, and that the said newspaper has heretofore been continuously published in said ORANGE/SEMINOLE County, Florida, each Week Day and has been entered as second-class mail matter at the post office in ORLANDO in said ORANGE/SEMINOLE County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

*Beverly C. Simmons*

The foregoing instrument was acknowledged before me this 6th day of NOVEMBER, 2003, by BEVERLY C. SIMMONS who is personally known to me and who did take an oath.

(SEAL)

DEBORAH M TONEY  
My Comm Exp. 11/18/2005  
No. DD 072954  
 Personally Known  Other I D.

NOTICE OF PUBLIC HEARING  
ORANGE COUNTY HOUSING  
FINANCE AUTHORITY  
RESIDENTIAL RENTAL PROJECTS

Project Location  
Covington Club Apartments north side of Chapman Road west of the intersection of Chapman Road and State Road 424 in Oviedo, Seminole County, Florida.

NO. OF UNITS  
168

OWNER  
Covington Club Partners, Ltd., a Florida limited partnership

The public hearing will be held at the following time and location:

TIME  
10:30 A.M. to 11:00 A.M.  
Thursday, November 20, 2003

LOCATION  
Seminole County Services Building  
1101 East First Street  
Third Floor, Room 3026  
Sanford, Florida 32771

Interested persons are invited to submit written comments or present oral comments at the hearing regarding the proposed issuance of the Bonds. Written comments should be received by the Authority on or before November 17, 2003. Oral comments will be limited to no more than 10 minutes per person. Written comment or notice of intent to present oral comments should be directed to:

Orange County Housing  
Finance Authority  
211 E. Hillcrest Street  
Orlando, Florida 32803  
Attention: Executive  
Director

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OL53331079 11/6/03

**CORRECTED NOTICE  
NOTICE OF PUBLIC HEARING  
ORANGE COUNTY HOUSING  
FINANCE AUTHORITY  
RESIDENTIAL RENTAL PROJECTS**

Notice is hereby given that the Orange County Housing Finance Authority (the "Authority") will conduct a public hearing concerning the proposed issuance by the Authority of its not to exceed \$10,100,000 Multifamily Housing Revenue Bonds, 2004 Series (to be designated) (Covington Club Apartments) (the "Bonds"). The proceeds of the Bonds would be used to finance the acquisition, construction and equipping of the following residential rental project:

**PROJECT/LOCATION**

Covington Club Apartments/  
north side of Chapman Road  
west of the Intersection of  
Chapman Road and State  
Road 434 in Oviedo, Semi-  
nole County, Florida.

**NO. OF UNITS**  
168

**OWNER**  
Covington Club Partners,  
Ltd., a Florida limited part-  
nership

The public hearing will be  
held at the following time  
and location:

**TIME**

10:30 A.M. to 11:00 A.M.  
Thursday, November 20,  
2003

**LOCATION**

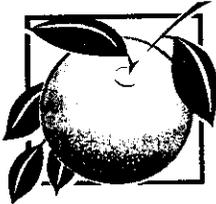
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OL5331079 11/6/03



ORANGE COUNTY  
**HOUSING FINANCE AUTHORITY**

2211 EAST HILLCREST STREET ORLANDO, FLORIDA 32803  
TELEPHONE: 407-894-0014 FAX: 407-897-6679

APPROVED  
BY ORANGE COUNTY HOUSING FINANCE  
AUTHORITY BOARD OF DIRECTORS

11/5/03 *[Signature]*

**DISCUSSION ITEM**

W.D. Morris  
*Executive Director*

## MEMORANDUM

TO: OCHFA Board of Directors

FROM: W.D. Morris, Executive Director *[Signature]*  
Orange County Housing Finance Authority

DATE: October 27, 2003

RE: **CONSIDER APPROVAL OF THE MULTI-FAMILY TAX-EXEMPT BONDS PROPOSALS  
SUBMITTED FOR INDUCEMENT UNDER THE FY 2004 VOLUME CAP ALLOCATION FOR  
REGIONS 6 AND 14.  
November 5, 2003, Regular Board of Directors' Meeting**

### BACKGROUND

On July 16, 2003, the Authority issued its FY 2004 Volume Cap Multi-Family Tax-Exempt Bonds Notice of Funding and Application. The notice advised developers/builders of the Twenty Four Million Dollars (\$24,000,000) volume cap that the Board had made available for the FY 2004 application cycle in Orange County (Region 14). The notice also advised the development community of the estimated Twenty Eight Million Dollars (\$28,000,000) volume cap available in Region 6, which consists of Lake and Seminole counties, in which the Authority is the authorized Issuer. The Authority received a total of two (2) applications on September 26, 2003. One (1) application for Region 14 (Orange County) and one (1) application for Region 6 (Seminole County).

### CURRENT

The Programs Evaluation Committee ("Committee") met on October 23, 2003, to review and evaluate the proposals. The Committee consisted of the following Board Members with Staff support.

David A. Johnston, Chairman/Programs Committee, OCHFA  
Anna D. Diaz, Programs Committee, OCHFA  
W.D. Morris, Executive Director, OCHFA  
Jim Singh, Deputy Executive Director, OCHFA  
Mildred Guzman, Multi-Family Programs Administrator, OCHFA  
Robert Detjen, Financial Advisor, CSG Advisors, Inc. (via telephone)

The Committee reviewed and discussed the one (1) proposal submitted for Region 6, Seminole County, Covington Club Apartments. Staff stated that the proposal had been received and determined to have met the threshold criteria. Neither the Committee, nor Staff rated this project, but examined to ensure that it met the threshold criteria. This proposal will be submitted to the Florida Division of Bond Finance to be selected, via lottery, subject to TEFRA approval by the Seminole County Board of County Commissioners.

J:\Agenda\2003\November\MF Proposals.doc

**Board of Directors:** ■ J. Thomas Cardwell, Jr., *Chairman* ■ David A. Johnston, *Vice-Chairman*  
■ Ann Brown Payne ■ Anna D. Diaz ■ Jeffery A. Stueve

The Committee recommended inducement of the one (1) proposed project for Region 6, Seminole County.

<u>Proposed Development</u>	<u>MRB Amount</u>	<u>County</u>	<u>Units</u>
Covington Club Apartments	\$10,100,000.00	Seminole	168

The Committee proceeded to review and discuss the one (1) proposal submitted for Region 14, Orange County, Lee Vista Club Apartments. The proposal was determined to have met the established threshold criteria, including the completeness of the Financing Plan and financial feasibility criteria.

The Lee Vista Apartments project is a proposed 312-unit mixed development located on the Northeast corner of the intersection of Lee Vista Boulevard and Augusta National Drive, Orlando, Florida. The site consists of 15.84 acres. According to the developer, 100% of the proposed units will be set aside at 60% of the area's median income. Rents would range from \$546.00 per month to \$831.00 per month.

After considerable discussion and determining projects feasibility, the Committee focused its attention on the "Demonstrated Market Need" for the one Orange County proposal. The Committee reviewed the Market Studies provided by the Developers for the proposed development. The information was then discussed in relationship to the Market Analysis provided for the Authority by REALVEST Appraisal Services, Inc.

The proposed development is located in Sub-Market VIII, Conway. The market is currently performing at a 92.5% occupancy rate. The current occupancy rate continues to reflect the downturn in the economy and the impacts of the September 11, 2001 terrorist attacks.

However, the Study projects growth in the population, household and income over the next five (5) years for the Conway Sub-Market area. A population growth of 9.3% is projected from 2002 to 2007, from 81,471 to 89,029. Household growth is estimated to increase by 9.7% from 35,141 in 2002 to a projected 38,535 in 2007. Median household income is projected to grow 17.1% by the year 2007 in Orange County and the submarket is in line with the County as a whole, with a slightly higher rate of growth. The Study states that 8,469 households are income qualified in the sub-market, with 56% or 4,743 renter households. The pool of potential income qualified households within the sub-market is approximately 4,743. There are currently 944 affordable rental units within the sub-market. Therefore, based on the data in the report, only 19.9% of the affordable needs are being met.

The timeframe could be as follows:

1. OCHFA Board approval on November 5, 2003, meeting;
2. Bonds allocated by the Division of Bond Finance on or about January 2, 2004.
3. Financing would close by June 2004, with construction completion and stabilization occurring approximately 24 months after closing of the financing (approximately June 2006).

The Credit Enhancers will perform a comprehensive Market Analysis as part of their underwriting requirements to determine market needs.

### **RECOMMENDATION**

In conclusion, the Committee recommends inducement of the one (1) proposed development, Lee Vista Apartments, for Region 14, Orange County, and the one (1) proposed development, Covington Club Apartments, for Region 6, Seminole County, subject to the TEFRA and Credit Enhancers underwriting approvals.

<u>Proposed Development</u>	<u>Requested MRB Amount</u>	<u># of Units</u>
1. Lee Vista Apartments	\$16,600,000.00 / Tax-Exempt \$ 800,000.00 / Taxable	312
2. Covington Club Apartments	\$10,100,000.00	168

A spreadsheet of the Committee's cumulative reviews are attached for your information.

**ACTION REQUESTED**

**Board approval of the Programs Evaluation Committee's recommendation to induce the one (1) proposed project, Covington Club Apartments (\$10,100,000) for Region 6, Seminole County; and Board approval to induce the one (1) proposed project, Lee Vista Apartments (\$16,600,000/tax-exempt and \$800,000.00/taxable) for Region 14, Orange County, and authorization for Staff and Bond Counsel to prepare Notices, conduct TEFRA hearings and submit applications to the Division of Bond Finance.**

**LEE VISTA APARTMENTS  
DEVELOPMENT BUDGET  
Analysis of Proformas**

Lee Vista Apartments

**SOURCES:**

\$16,600,000.00 Tax Exempt Bonds  
 \$800,000.00 Taxable Bonds  
 \$0.00 Subordinate Bonds  
 \$6,812,586.00 Tax Credit Equity  
 \$3,796,640.00 Deferred Developer's Fees  
**\$28,009,226.00 TOTAL SOURCES**

**DEBT SERVICE CALCULATION**

\$16,600,000.00 Tx Exempt Bonds /Unrated  
 5.00% Rate  
 30.0 Term (years)-Straight Amortz.  
 \$89,112.39 Debt Service/Mthly  
**\$1,069,348.67 Debt Service/Yearly**

**USES: (TOTAL DEVELOPMENT COSTS)**

\$3,120,000.00 Purchase Price/Land  
 \$16,501,823.00 Construction Costs  
 \$1,623,606.00 Financial Costs  
 \$2,967,136.00 Total Gen. Dev. Costs  
 \$3,796,661.00 Other Soft Costs

\$800,000.00 Taxable  
 6.00% Rate  
 30 Term (years)-Straight Amortz.  
 \$4,796.40 Debt Service/Mthly  
**\$57,556.85 Debt Service/Yearly**

**\$28,009,226.00 TOTAL USES (TDC)**

\$0.00 Tax-Exempt Subordinate Bonds  
 0.00% Rate  
 0.0 Term (years)-Straight Amortz.  
 \$0.00 Debt Service/Mthly  
**\$0.00 Debt Service/Yearly**

**VARIANCE:**

\$0.00

**\$1,126,805.52** Aggregate Annual Debt Service

**Income Analysis:**

**100% at 60% of AMI (Set Aside)**

Unit/Type BDRM/BTHRM	Number	Rent	Monthly Income	Annual Income
1BR/1BR	64	546	\$34,944.00	\$419,328.00
2BR/2BR	144	650	\$93,600.00	\$1,123,200.00
3BR/2BR	48	751	\$36,048.00	\$432,576.00
4BR/3BR	56	831	\$46,536.00	\$558,432.00
<b>GROSS RENTAL INCOME</b>	<b>312</b>		<b>\$164,592.00</b>	<b>\$2,533,536.00</b>
Less 5% Vacancy+0% COLLECTION LOSS				
Less: Manager's Unit	2	650	(\$1,300.00)	(\$126,676.80)
Less: Manager's Unit	1	751	(\$751.00)	(\$15,600.00)
<b>NET RENTAL INCOME</b>				<b>\$2,391,259.20</b>
<b>MISCELLANEOUS INCOME</b>				
Less RSV (\$200 per unit per yr)				\$125,000.00
<b>Total Net Income</b>				<b>\$2,453,859.20</b>

**Operating Expenses (45% of Gross)**

**\$1,140,091.20**

**Net Operating Income**

**\$1,313,768.00 (A)**

**Annual Debt Service Payments**

**\$1,126,905.52 (B)**

**DEBT COVERAGE RATIO:**

**1.17 (A)/(B)**

**TAX-EXEMPT BONDS PROCEEDS USED PER UNIT**

**\$53,205.13**

**GOVINGTON CLUB/APARTMENTS  
DEVELOPMENT BUDGET  
Analysis of Proforma**

Lee Vista Apartments

**SOURCES:**

\$10,100,000.00 Tax Exempt Bonds  
 \$0.00 Taxable Bonds  
 \$0.00 Subordinate Bonds  
 \$3,824,069.00 Tax Credit Equity  
 \$1,363,130.00 Deferred Developer's Fees  
**\$15,287,199.00 TOTAL SOURCES**

**USES: (TOTAL DEVELOPMENT COSTS)**

\$1,260,000.00 Purchase Price/Land  
 \$9,009,919.00 Construction Costs  
 \$487,984.00 Financial Costs  
 \$2,389,555.00 Total Gen. Dev. Costs  
 \$2,139,741.00 Other Soft Costs

**\$15,287,199.00 TOTAL USES (TDC)**

**VARIANCE:**

\$0.00

**Income Analysis:**

**100% at 60% of AMI (Set Aside)**

**DEBT SERVICE CALCULATION**

\$10,100,000.00 Tx Exempt Bonds /Unrated  
 5.00% Rate  
 30.0 Term (years)-Straight Amortz.  
 \$54,218.98 Debt Service/Mthly  
**\$650,627.81 Debt Service/Yearly**

\$0.00 Taxable  
 0.00% Rate  
 30 Term (years)-Straight Amortz.  
 \$0.00 Debt Service/Mthly  
**\$0.00 Debt Service/Yearly**

\$0.00 Tax-Exempt Subordinate Bonds'  
 0.00% Rate  
 0.0 Term (years)-Straight Amortz.  
 \$0.00 Debt Service/Mthly  
**\$0.00 Debt Service/Yearly**

**\$650,627.81** Aggregate Annual Debt Service

Unit/Type BDRM/BTHRM	Number	Rent	Monthly Income	Annual Income
1BR/1BR	40	548	\$21,920.00	\$263,040.00
2BR/2BR	72	655	\$47,160.00	\$565,920.00
3BR/2BR	16	743	\$11,888.00	\$142,656.00
4BR/3BR	40	813	\$32,520.00	\$390,240.00
<b>GROSS RENTAL INCOME</b>	<b>168</b>		<b>\$80,968.00</b>	<b>\$1,361,856.00</b>
Less 5% Vacancy+0% COLLECTION LOSS				(\$68,092.80)
Less: Manager's Unit	1	655	(\$655.00)	(\$7,860.00)
Less: Manager's Unit	1	743	(\$751.00)	(\$9,012.00)
<b>NET RENTAL INCOME</b>				<b>\$1,285,903.20</b>
<b>MISCELLANEOUS INCOME</b>				<b>\$125,000.00</b>
Less RSV (\$200 per unit per yr)				(\$33,600.00)
<b>Total Net Income</b>				<b>\$1,377,303.20</b>
Operating Expenses (45% of Gross)				\$612,835.20
<b>Net Operating Income</b>				<b>\$764,468.00 (A)</b>
<b>Annual Debt Service Payments</b>				<b>\$650,627.81 (B)</b>
<b>DEBT COVERAGE RATIO:</b>				<b>1.17 (A/B)</b>
<b>TAX-EXEMPT BONDS PROCEEDS USED PER UNIT</b>				<b>\$60,119.05</b>

Evaluation by W.D. Morris		Oct-03	
Multifamily projects/ Orange County 2004 Bond Vol. Cap Allocation EVALUATION		1	2
		Lee Vista Club Apartments Orange County	Covington Club Apartments (Planned Development) Seminole County
Evaluation Criteria	Max. Pts.	score	score
		(CED)	(CED)
Developer		Sandspur Housing Partners.	Sandspur Housing Partners.
Location		Lee Vista Blvd.	Chapman Rd. & SR434, Oviedo
Underwriter		Merrill Lynch	Merrill Lynch
Tax-Exempt Amount		\$16,600,000.00	\$10,100,000.00
Number of Units		312	168
Cost Per Unit with Tax-Exempt Dollars		\$53,205.13	\$60,119.05
Total Development Costs		\$28,009,226.00	\$15,267,199.00
Total Development Costs Per Unit		\$89,773.16	\$90,995.23
		64-1br(\$546), 144-2br(\$650) 48-3br(\$751), 56-4br(\$831)	40-1br(\$546), 72-2br(\$651) 16-3br(\$754), 40-4br(\$836)
Debt Service Coverage		1.17	1.17
Set Asides		100% of units @60% AMI	100% of units @60% AMI
<b>Project Feasibility</b> Criteria:		(Notes: This project is credit enhanced. OCHFA market study indicates a substantial amount of units (665) needed by 2007, or 113 per yr.)	(Notes: This project is credit enhanced. OCHFA market study indicates 1050 units needed by 2007, or 210 units per yr.)
1. Completeness of Financing Plan	10	10	10
3. Experience of Applicant	10	10	10
4. Experience of Project/ Finance Professionals	10	10	10
5. Demonstrate Market Need	20	12	15
<b>Leveraging of Tax Exempt Bonds</b>			
1. Tax Ex. Bonds Per Unit			
\$30,000 - \$35,000	25		
\$35,001 - \$40,000	20		
\$40,001 - \$45,000	15		
\$45,001 - \$50,000	10		
\$50,001 - \$55,000	5	0	0
<b>Meets Authority Objectives</b>			
1. Target Areas	20	0	0
2. Acquisition/Rehabilitation	10	0	0
<b>Ability To Proceed</b>			
1. Evidence of Site Control		ok	ok
2. Evidence of Zoning		ok	ok
3. Evidence of Concurrence		ok	ok
4. Preliminary Site Plan		ok	ok
<b>Maximum Total Points</b>	<b>105</b>	<b>42</b>	<b>45</b>

# PRELIMINARY

## ORANGE COUNTY HOUSING FINANCE AUTHORITY BOARD OF DIRECTORS MEETING November 5, 2003 8:30 A.M.

The Orange County Housing Finance Authority met for the regular Board of Directors meeting on Wednesday, November 5, 2003 at the Orange County Administration Center, 201 S. Rosalind Avenue, Commissioners' Chambers, First Floor, Orlando, Florida.

### OCHF A BOARD MEMBERS PRESENT:

J. Thomas Cardwell, Chairman  
David A. Johnston, Vice Chairman  
Ann Brown Payne, Board Member  
Jeff A. Stueve, Board Member

### OCHF A BOARD MEMBERS ABSENT:

Anna D. Diaz, Board Member

### OCHF A STAFF PRESENT:

W.D. Morris, Executive Director  
Jaiseery Arjoosingh, Deputy Executive Director/CFO  
Anthony C. Burrell, Director, Single Family Programs  
Mildred Guzman, Multi-Family Programs Administrator  
Kelly Farrow, Fiscal Officer II  
Elliott Andrews, Fiscal Officer I  
Edwina Santiago, Administrative Assistant  
Loretta Serrano, Executive Assistant / Recording Secretary

### PROFESSIONALS PRESENT:

Warren S. Bloom, General Counsel, Nabors, Giblin & Nickerson, P.A.  
Lynn Bacharach, General Counsel, Nabors, Giblin & Nickerson, P.A.  
Robert J. Detjen, Financial Advisor, CSG Advisors, Inc.  
Sylvia S. Penneys, Bond Counsel, Greenberg Traurig  
Daniel P. Rosen, Co-Senior Managing Underwriter, Merrill Lynch & Co.  
Raymond L. Popkins, Co-Senior Managing Underwriter, William R. Hough & Co.

### MEETING OPENED

There being a quorum, Chairman Cardwell called the meeting to order at 8:39 a.m.

### CONSENT AGENDA

#### Discussion

Mr. Johnston stated that the October 1, 2003 meeting minutes should be corrected to reflect that Mr. Johnston and Mr. Stueve were absent from the meeting. He also stated that the proposed language prepared by Mr. Bloom, General Counsel, be substituted for the current language regarding conduit lender liability for mold contamination, as reflected in the Amended Board of Directors meeting minutes of September 3, 2003.

Discussion ensued regarding the Multi-Family Occupancy Report.

Mr. Cardwell congratulated the Staff and Professionals stating that in the midst of hard economic times, the Financial Reports continue to show a profit. Ms. Payne also congratulated Staff for the 97% origination in the 2003A Single Family Program in a very difficult market environment.

#### Action

There being no further discussion regarding the items on the Consent Agenda, upon a motion by Ms. Payne and seconded by Mr. Johnston and carried with all present members voting AYE by voice vote; the Board approved the Consent Agenda items, to include the correction to the October 1, 2003 meeting minutes and the Amended September 3, 2003 meeting minutes, as follows:

#### A. GENERAL ADMINISTRATION

1. Adoption of October 1, 2003 Regular Board of Directors meeting minutes.
2. Ratification of October 23, 2003 Programs Committee meeting minutes.
3. Ratification of September 3, 2003 Amended Board of Directors meeting minutes.

## B. EXECUTIVE DIRECTOR'S OFFICE

No consent items.

## C. FINANCIAL MANAGEMENT

1. Approval of Warrant List #340 for services rendered during the month of October 2003 and November 2003, and Payroll for the month of November 2003.
2. Acknowledgement of the Consolidated Balance Sheet for the General Fund for period ending September 30, 2003.
3. Acknowledgement of Combined Statement of Revenues and Expenses and Changes in Retained Earnings for period September 30, 2003.
4. Acknowledgement of Statement of Budgetary Comparison Status Report for period ending September 30, 2003.
5. Acknowledgement of FY 2003, Operating Fund – Comparison of Budget vs. Actual as of September 30, 2003.
6. Acknowledgement of Summary of OCHFA's Operating Fund Investments.

## D. PROGRAM OPERATIONS

1. Acknowledgement of the Current Status of the 2003A Homeowner Revenue Bond Program.
2. Acknowledgement of the Current Status of the 2003B Homeowner Revenue Bond Program.
3. Acknowledgement of the Multi-Family Occupancy Report for the period of September 23, 2003 through October 23, 2003.

## DISCUSSION AGENDA

### A. EXECUTIVE DIRECTOR

#### Consider approval to induce one or more proposed Multi-Family Projects submitted under the FY 2004 MRB Volume Cap Allocation Process for Regions 6 and 14.

##### Discussion

Mr. Johnston briefed the Board about the Programs Committee meeting held on October 23, 2003, that reviewed and evaluated the proposals submitted for the 2004 MRB Volume Cap Allocation. He stated that the Committee reviewed the two proposals (one for Region 6 and one for Region 14) and determined that they met the Authority's threshold criteria. Mr. Johnston also stated that Ms. Diaz expressed concern in regards to the proposed developments and the impact that they may have on the surrounding schools. Mr. Morris stated that Staff reviewed and evaluated the two proposals to ensure that they met the threshold requirements, focusing on the market study analysis to determine feasibility. Based upon the review completed by Staff and Committee Members, the Programs Committee recommended inducement of both projects.

##### Action

There being no further discussion, upon a motion by Mr. Johnston and seconded by Mr. Stueve, and carried with all present members voting AYE by voice vote; the Board approved the Programs Evaluation Committee's recommendation to induce the one (1) proposed project (Covington Club Apartments, \$10,100,000) for Region 6, Seminole County; and Board induced the one (1) proposed project (Lee Vista Apartments \$16,600,000/tax-exempt and \$800,000.00/taxable) for Region 14, Orange County, and authorized Staff and Bond Counsel to prepare Notices, conduct TEFRA hearings and submit applications to the Division of Bond Finance.

#### Consider approval to extend the Five Hundred Thousand Dollars (\$500,000) Line of Credit Agreement with Homes In Partnership Corporation.

##### Discussion

Mr. Morris addressed the Board regarding Home's In Partnership's (HIP) request to extend the term of the \$500,000 Revolving Line of Credit (LOC) for two (2) years. Mr. Morris stated that on August 6, 1997, the Board approved a \$500,000 LOC for HIP to provide construction financing for pre-approved buyers who have take-out loans approved. Since that time, the Board has approved two extensions. He stated that the LOC arrangement has worked well, in that it allows HIP to assist low and very low income families in target areas to achieve homeownership in Orange, Lake and Seminole counties, while leveraging other financial sources.

**Action**

There being no further discussion, upon a motion by Mr. Johnston and seconded by Ms. Payne, and carried with all present members voting AYE by voice vote; the Board approved the extension of the LOC Agreement for two (2) years and authorization for the Chairman and Executive Director to execute the document.

**B. OTHER BUSINESS**

**Sunshine Law, Public Records Law and Voting Conflicts of Interest.**

Mr. Bloom, General Counsel, addressed the Board Information purpose only.

**ADJOURNMENT**

There being no further business, Chairman Cardwell adjourned the meeting at 9:08 a.m.

**ATTEST:**

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**W.D. MORRIS**  
**EXECUTIVE DIRECTOR**

\_\_\_\_\_  
**J. THOMAS CARDWELL**  
**CHAIRMAN**

## MEMORANDUM

TO: File

FROM: Mildred Guzman, Multi Family Program Administrator

DATE: November 20, 2003

RE: TEFRA Hearing Meeting for Multi Family Tax Exempt Bonds Series 2004  
**(Covington Place Apartments)**

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Today, Thursday, November 20, 2003, at 10:30 a.m. a TEFRA Hearing was conducted in Seminole County. The meeting was presided over by Mildred Guzman, Multi Family Program Administrator. The purpose of the hearing was to receive public comments regarding the proposed issuance of Multi Family Housing Revenue Bonds for the financing of the above-mentioned project.

Also present at the hearing were W.D. Morris, Executive Director of Orange County Housing Finance Authority, and Steve Joos, from Sandspur Development, representing the Covington Place Apartments.

No comments were received at the hearing. The meeting adjourned at 11:00 a.m.