



ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY

MEETING AGENDA

October 22, 2019

4 p.m.

1. **Call to Order** and accept proof of publication of notice of meeting
2. **Approve Minutes** of the meeting held on August 27, 2019.
3. **Open Forum/Public Comment:** The Health Facilities Authority allows any person to speak regarding agenda items other than ministerial or information only matters. Speakers must complete the speaking request form prior to the start of the meeting. Each speaker or group representative is limited to three (3) minutes of speaking time. Speakers shall refrain from abusive or profane remarks, disruptive outbursts, protests, or other conduct which interferes with the orderly conduct of the meeting.
4. **Financial Matters:**
 - a. Report on operations for the period August 1 – September 30, 2019.
 - b. Adopt Amended Budget for FY 2019; adopt Resolution 2019-04 approving the FY 2019 amended budget.
 - c. Report on Lakeview/Century Grant completion and payment
5. **Operations:**
 - a. 2019 Fee Schedule for Conduit Bond issuances
 - b. New logo for Authority
 - c. Board Vacancy
6. **Routine Authority Business:**
 - a. Review of NAHEFFA Fall conference held in Portland, ME September 22-24, 2019.
 - b. Thank you note from Gulf Coast Kids House for grant
 - c. Saltmarsh, Cleaveland & Gund 75th Anniversary Open House

Next Scheduled Meeting of the Authority: November 19, 2019

ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY
MEETING MINUTES
August 27, 2019
4:00 p.m.

Members Present: Eugene Franklin
Michael Kohler
Jim Hall
Keith Bullock

Others Present: Virginia Yeagle, Authority Administrator/CPA
Mike Stebbins, Authority Counsel

1. Call to order and accept proof of publication of notice of meeting.

Chairman Franklin called the meeting to order at 4pm. Board members in attendance were Mr. Jim Hall, Mr. Keith Bullock and Mr. Mike Kohler. Ms. Linda Miragliotta was absent. Also, present were Virginia Yeagle, Administrator and Mike Stebbins, General Counsel. Chairman Franklin congratulated Mr. Hall and Mr. Bullock on their reappointment to the Board.

Notice of the meeting was published in the BCC weekly meeting notice in the Pensacola News Journal on Saturday August 17 and 24 and on the Authority's website since the July 23, 2019 meeting.

2. Approve Minutes of July 23, 2019 meeting. Motion was made by Mr. Hall and seconded by Mr. Kohler to approve the minutes as presented. Motion passed unanimously.

3. Open Forum/Public Comment: None

4. Financial Matters:

a. Reports on Operations for the period of July 1 to July 31, 2019

Ms. Yeagle presented the account balances for the Checking and Savings accounts for the month ended July 31, 2019. Also presented was the Monthly Operations Report for the period July 1, 2019 to July 31, 2019 by account. Ms. Yeagle reviewed the routine monthly expenses incurred by the Authority.

Motion made by Mr. Hall, seconded by Mr. Kohler to approve the reports as presented. Motion passed unanimously.

b. Adopt Budget for FY 2020; Adopt Resolution 2019-02 approving the FY 2020 budget matters.

Ms. Yeagle presented the proposed budget for FY 2020 (October 1, 2019 to September 30, 2020). Ms. Yeagle explained each line item noting how she determined the amount. There was a brief discussion of the proposed budget and how it compares to the FY 2019 budget. Because it is anticipated the Lakeview/Century grant will be paid in September 2019 and the reduction in interest rates, the FY 2020 calls for \$30,000 to be used from reserves set aside for future operations. Motion made by Mr. Hall, seconded by Mr. Kohler to approve the proposed FY 2020 budget and adopt Resolution 2019-2. Motion passed unanimously.

5. Operations:

a. Election of Officers for fiscal year 2020; Adopt Resolution 2019-03 designating the officers elected.

Ms. Yeagle presented a slate of officers for FY 2020. They are Chairman - Mr. Eugene Franklin; Vice Chair – Mr. Jim Hall; Secretary – Mr. Michael Kohler, and Assistant Secretary – Mr. Keith Bullock. With this slate Mr. Franklin and Mr. Hall will serve a second year holding the same office, Mr. Kohler will move to Secretary from Assistant Secretary and Mr. Bullock will move into the role as Assistant Secretary. Motion was made by Mr. Bullock and seconded by Mr. Hall to approve Slate of Officers as presented and adopt Resolution 2019-03 designating the officers elected. Motion passed unanimously.

a. Resignation of Board Member Linda Miragliotta

Ms. Yeagle shared a letter received by email on Friday August 23, 2019 from Board Member Linda Miragliotta resigning from the Authority Board due to her relocation to south Florida.

Ms. Yeagle asked Board members for recommendations on possible candidates to replace Ms. Miragliotta. Ms. Yeagle will provide the Board with the resumes of the interested parties so the Board can interview and make a recommendation on a replacement candidate. The Board will recommend the candidate for approval by the Escambia Board of County Commissioners to fulfill Ms. Miragliotta unexpired term (through August 21, 2021). The Escambia Board of County Commissioners will also advertise for a volunteer to replace Ms. Miragliotta as they do when Board positions are up for renewals. However, it is helpful for the Board to offer a replacement candidate due to the unique nature of the Authority’s function as a conduit bond issuer.

6. Routine Authority Business:

a. Community Health of Northwest Florida, Century Center Open House – August 28, 2019 (2 to 4pm.)

Ms. Yeagle distributed invitation received from Community Health of Northwest Florida for the Open House for the new expanded Century Center. Mr. Franklin, Mr. Hall and Ms. Yeagle indicated they would attend on behalf of the Authority.

b. Fall NAHEFFA Conference – Monday, September 23 and Tuesday, September 24, 2019 in Portland, ME.

Members attending the conference are Mr. Franklin, Mr. Hall and Mr. Kohler. Ms. Yeagle will be attending as well. Conference registration fees have been made and hotel rooms reserved.

An updated conference agenda was distributed showing the topics to be presented. New Market Tax credit, MSRB Updates, the Washington Update and the new Direct Bank Bond legislation as well as Impact of Climate change on long term financing and long term concerns for rating agencies for Health Care and Higher Education

Meeting adjourned at 4:40 pm

Minutes approved in public meeting on this 22th day of October, 2019.

ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY

ATTEST:

**By: _____
Chairman or Vice Chairman**

Secretary or Assistant Secretary

RESOLUTION 2019 - 04

A RESOLUTION OF THE ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY APPROVING THE FIRST AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY:

Section 1. The Authority hereby amends the Fiscal Year 2019 Budget as shown in the attached document titled "FIRST AMENDED FISCAL YEAR 2019 BUDGET."

Section 2. This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED in public meeting on this 22nd day of October, 2019.

**ESCAMBIA COUNTY HEALTH
FACILITIES AUTHORITY**

By: _____
Chairman

Attest:

Secretary

**ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY
FIRST AMENDED FISCAL YEAR 2019 BUDGET
OCTOBER 1, 2018- SEPTEMBER 30, 2019**

<u>REVENUES</u>	<u>BUDGET</u>	<u>AMENDED BUDGET 10/22/2019</u>
Annual Bond Fees	\$ 40,500.00	\$ 40,505.00
Interest and Investment Income	\$ 97,000.00	\$ 137,250.00
Bond Issuance Fees	\$ -	\$ 7,500.00
From Long Term Operations Reserve Fund	\$ 10,000.00	\$ -
TOTAL OPERATING REVENUES:	\$ 147,500.00	\$ 185,255.00
<u>EXPENDITURES</u>		
Accounting & Auditing	\$ 17,000.00	\$ 12,000.00
Administration Personnel Costs	\$ -	\$ -
Authorized Travel & Education	\$ 25,000.00	\$ 10,000.00
Bond Issuance Costs	\$ -	\$ -
Dues & Subscriptions	\$ 2,000.00	\$ 1,550.00
Equipment & Furnishings	\$ 2,000.00	\$ -
Investment Advisor Fees	\$ 3,500.00	\$ 3,100.00
Legal & Professional Services	\$ 12,000.00	\$ 11,000.00
Non Employee Services	\$ 62,000.00	\$ 60,000.00
Office Operational Expenses	\$ 10,000.00	\$ 10,000.00
Office Rent	\$ 14,000.00	\$ 14,500.00
TOTAL OPERATING EXPENDITURES:	\$ 147,500.00	\$ 122,150.00