

JACKSONVILLE HOUSING FINANCE AUTHORITY



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Board of Directors Meeting

MINUTES

OF

REGULAR MEETING

July 26, 2023

July 26, 2023: JHFA Board Meeting
Noon
Ed Ball Building

BOARD MEETING:

Present at the meeting were:

BOARD MEMBERS

Barney Smith, Chair
Nadine Carswell, Treasurer
Amelyn Morodomi, Secretary
Cassidy Bergstrom
Dee Bumbarger

PROFESSIONAL STAFF:

Mark Hendrickson, The Hendrickson Company, Financial Advisor
Susan Leigh, Community Concepts Group, Financial Advisor, by phone
Rhonda Bond-Collins, Bryant Miller Olive, Bond Counsel, by phone
Lawsikia Hodges, City of Jacksonville Office of General Counsel
Tomeshia Harmon, Bank of New York Mellon, Trustee

CITY STAFF:

Sandra Nester, Executive Assistant to Travis Jeffrey
Teresa Curtis, Finance Manager, Housing and Community Development Division
Amber Lehman, Executive Council Assistant to CM Howland

PUBLIC

Kevin Troup, Vestcor
Lisa Lacock, Lacock Consulting
Lisa Fowler, The Legends of Real Estate

BOARD MEETING

Chairman Smith called the meeting to order at 12:00 pm.

Establishment of Quorum Via Roll Call

Chairman Smith stated for the record that a quorum of the Board was physically present at the meeting location, with all members physically present.

Minutes

Ms. Carswell moved, with a second by Ms. Morodomi, that the **Board approve the minutes of the June 21, 2023, Board meeting.** The motion passed 5-0.

Public Comments

Lisa Fowler inquired about the JHFA's homeownership program.

JHFA Financials

Mr. Hendrickson noted that the May 31, 2023 financials were in the Board Packet.

Board Member Conflicts

The Board reported no conflicts.

Local Government Support Loans for Bond-SAIL

Mr. Hendrickson presented the three applications that had applied for the minimum local government contribution required to apply to FHFC for SAIL funding. After discussion, Ms. Bumbarger moved, with a second by Ms. Morodomi, that the Board:

For Egret Landing, Mayfield Place and Morris Manor Phase II:

- **Approve local government contribution with value of \$75,000, to be accomplished by a \$104,000 loan/0%/no payments/ balloon at the end of year 20**
- **All loan commitment and loans governed by Ordinance 2014-185-E.**
- **Authorize the Chairman to sign loan commitment letter, letter to FHFC confirming that a complete bond application has been received by JHFA, and authorize Chair or other Board member to execute loan documents, including subordinations and extension of loan commitment up to 30 days after senior loan closing date;**
- **Loan to be evidenced by Promissory Note and Mortgage, with anticipated subordinate position behind the first mortgage and all FHFC loans (subject to all loan documents and due diligence necessary to evidence and complete the transaction).**
- **Loan documents to include a Land Use Restriction Agreement with all Applicant commitment (City programs, length of set-aside, income restrictions).**
- **The loan documents shall provide for the standard default provisions; and upon default, the loan shall accrue interest at the highest rate then permissible under Florida law from and after an event of default that remains uncured.**
- **Each loan shall be evidenced by a promissory note in the full-face amount of the loan, and secured in its entirety by a subordinate lien mortgage, and shall include such other standard loan documents as necessary to evidence and complete the transaction.**
- **The loan shall not be disbursed until the following minimum due diligence is received and satisfactory (however, additional requirements may be necessary for the project): mortgagee title insurance policy (or a marked-down commitment for the same), boundary survey certified to the JHFA, environmental site assessments certified to the JHFA, and evidence of concurrency and all permits authorizing construction of the project.**
- **Loan commitment expiration date of December 31, 2023**

The motion passed 5-0.

Single Family

Chairman Smith added an item to the agenda: Consideration of Increase in Funding for DPA Loans. As this was added to the agenda, he asked for any public comment on the issue. There was no public comment.

Mr. Hendrickson updated the Board on the status of available DPA funds and stated that an additional \$250,000 was required. After discussion, Ms. Carswell moved, with a second by Ms. Morodomi, that the Board **authorize an additional \$250,000 for DPA loans**. The motion passed 5-0.

Chairman Smith Reports on Finances and Legislation

Chairman Smith reported on a meeting held with Karen Bowling, the new Chief Administrative Officer for the City and other members of the Mayor Deegan's team. He reported that the Mayor's office would support the legislation proposed by JHFA giving the HFA authority over its own finances/control of its

funds, allowing the JHFA to have its own procurement process, and requiring an annual audit of the JHFA. Chairman Smith stated that the legislation would be filed next week, and that Mr. Hendrickson would distribute a list of all Council Members so that Board members (individually) could set up meetings. He stated that talking points would be available. Ms. Hodges stated that the Council liaison for JHFA was CM Howland who was also Chair of the Finance Committee.

Ms. Amber Lehman (Executive Council Assistant to CM Howland) introduced herself and expressed a willingness to meet on the legislation.

Treasurer Carswell updated the Board on the Agreed Upon Procedures (AUP) with a The Nichols Group (CPA). She stated that the contract had been executed, she had met with Esther Nichols to discuss the engagement, and that work would start very soon.

Local Government Area of Opportunity Funding (local preference) for 9% Housing Credits

Mr. Hendrickson stated that applications were due August 1, and a decision would be made at the August 16 JHFA meeting.

Adjournment

Without objection, Chairman Smith adjourned the meeting at 12:25 PM.