

MINUTES

BOARD OF TRUSTEES
JEFFERSON PARISH FINANCE AUTHORITY

REGULAR MEETING
GENERAL GOVERNMENT BUILDING
200 DERBIGNY STREET
COUNCIL CHAMBERS - SECOND FLOOR
GRETNA, LA 70053

Monday, September 18, 2023
10:30 A.M.

The Regular Meeting of the Board of Trustees of the Jefferson Parish Finance Authority was held on Monday, September 18, 2023, 10:30 A.M., General Government Building, 200 Derbigny Street, Council Chambers, Second Floor, Gretna, Louisiana 70053.

Mr. Gregory G. Faia, Chairman, called the meeting to order at 10:40 A.M. **Members Present:** Mr. Jackie Berthelot, Ms. Sally F. Bourgeois, Mr. Dennis DiMarco, Mr. Gregory G. Faia, Mr. Frank L. Muscarello, Ms. Marcy Planer, and Ms. Elizabeth R. Strohmeyer. **Absent:** Ms. Carol W. Smith

Others Attending:

NAME	FIRM
Lauren Ruppel	Executive/Marketing Director
Heather Alexis	General Counsel
Shaun Toups	Government Consultants of Louisiana
Kent Schexnayder	Sisung Securities

The meeting opened with the Pledge of Allegiance and Invocation.

APPROVAL OF MINUTES

Motion was offered by Mr. Frank Muscarello, seconded by Ms. Sally Bourgeois, to approve the Jefferson Parish Finance Authority Minutes of September 5, 2023.

YEAS: (7)

NAYS: (0)

ABSENT: (1)
Ms. Carol Smith

Motion carried unanimously.

TREASURER'S REPORTS / RECOMMENDATIONS

Motion was offered by Mr. Jackie Berthelot, seconded by Mr. Dennis DiMarco, to approve JPFA Expenses Totaling \$9,575.01.

YEAS: (7)

NAYS: (0)

ABSENT: (1)
Ms. Carol Smith

Motion carried unanimously.

PUBLIC ADDRESSES TO THE BOARD - There were no Public Addresses to the Board.

COMMITTEE REPORTS

Administrative Committee -

Mr. DiMarco, Committee Chair, reported the committee met on Thursday, September 14, 2023. He read the committee minutes and recommendations into the record, and a copy is on file.

Advertisement and Marketing Committee -

There were 25 communications from September 5, 2023 – September 15, 2023. Report on file.

GENERAL REPORTS

Executive/Marketing Director Reports (Lauren Ruppel)

Ms. Ruppel reported on the new website form that was added to the communication log.

Ms. Ruppel informed the Board that in their packets they will find August Financial Reports, resolutions, and public notices for each contract that is up for renewal. The advertisements for the SOQs will be on September 27th and on October 4th. The submissions will be due on October 16, 2023.

Ms. Ruppel reported that she attended the Leadership Jefferson Retreat in Baton Rouge on September 7th and 8th. It was an opportunity to hear about the program and to discuss the topics at their monthly meetings. There was a workshop led by the Ronnie Slone Group. They took a test on thinking and behavior and received the results. She included her profile in the Board's packets if anyone is interested. She is available to answer questions and if anyone of them ever did an Emergenetics profile at some point she would love to hear about it. The next meeting is in the Council Chambers, on October 10th and she will keep the Board updated.

Ms. Ruppel reported that they have been considering options for the bond program and the current Comfort of Home program. She has been laying out the framework of how to present the programs to the lending community.

Ms. Ruppel reported that there are no updates for the Terrytown PILOT program at this time. She will update the Board as soon as she gets an update.

Ms. Ruppel reported that she will continue with her networking groups, business associations, and lender check-ins while forming a plan with the bond program. She and Mr. Singletary started working on the budget for 2024. She will also be working on administrative items that include annual employee reviews, end of the year document retention, and annual training for all Board members.

Financial Advisor Report (Government Consultants of Louisiana)

Mr. Toups reported that they are still working on the bond program. The working group had a call this past week and they are starting to circulate documents. He will keep the Board updated on their progress.

General Counsel Report -

Ms. Heather Alexis reported that she has been working with Ms. Ruppel on edits for the CEA for the Terrytown PILOT Program. She reviewed the SOQs, sat in on the Administrative Committee meeting, and the bond program meeting last week.

APPROVALS -

1.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Mr. Dennis DiMarco:

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority (hereinafter the "Authority") adopting the recommendation of the Administrative Committee to authorize the Executive Director to publish a Statement of Qualifications, in the Official Journal of Jefferson Parish (hereinafter "The New Orleans Advocate"), in an effort to hire an audit firm to perform the annual audit of the Authority's Financial Statements for the Calendar Years ending December 31, 2023 and December 31, 2024 with an option for one (1) additional year.

WHEREAS, the current contract between the Authority and its auditors will expire on August 31, 2023; and,

WHEREAS, the Administrative Committee determined that it is in the Authority's best interest to publish a Statement of Qualifications in The New Orleans Advocate in an effort to advertise for and retain auditors for the years ending December 31, 2023 and December 31, 2024 with an option for one (1) additional year.

WHEREAS, the Board hereby desires that the Statement of Qualifications seeking to retain a professional and/or firm, for the purpose of performing the annual audit of the Authority's Financial Statements be posted, for a period of two weeks, in The New Orleans Advocate and on the Jefferson Parish Finance Authority's website and advertised via its social media outlets.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Jefferson Parish Finance Authority, acting as the governing authority, that:

SECTION 1. The Board hereby adopts the recommendation of the Administrative Committee to publish a Statement of Qualifications in The New Orleans Advocate to retain an audit firm for the calendar years of 2023 and 2024 with an option for one (1) additional year.

SECTION 2. The Board hereby desires that the Statement of Qualifications seeking to retain a professional and/or firm, for the purpose of performing the annual audit of the Authority's Financial Statements for the 2023 and 2024 calendar years, with an option for one (1) additional year, be posted, for a period of two weeks, in The New Orleans Advocate and on the Jefferson Parish Finance Authority's website and advertised via its social media outlets.

YEAS: (7)

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1)

Ms. Carol Smith

This Resolution was declared adopted on the 18th day of September, 2023.

2.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Ms. Sally Bourgeois:

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority (hereinafter the "Authority") adopting the recommendation of the Administrative Committee to authorize the Executive Director to publish a Statement of Qualifications, in the Official Journal of Jefferson Parish, in an effort to hire an individual/firm to provide legal services relative to the issuance of mortgage revenue bond/notes and for housing assistance with other various funding opportunities.

WHEREAS, the municipal finance market is gradually becoming more favorable toward the profitability of potential bond programs; and

WHEREAS, the Administrative Committee determined that it is in the Authority's best interest to publish a Statement of Qualifications in the current official journal of Jefferson Parish, The New Orleans Advocate, in an effort to advertise for and retain an individual/firm to provide legal services relative to the issuance of mortgage revenue bond/notes and for housing assistance with other various funding opportunities.

WHEREAS, the Board hereby desires that the Statement of Qualifications seeking to retain an individual/firm to be engaged to provide legal services relative to the issuance of mortgage revenue bond/notes and for housing assistance with other various funding opportunities run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023. In addition, the Statement of Qualifications will be posted on the Jefferson Parish Finance Authority website and advertised via its social media outlets.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Jefferson Parish Finance Authority, acting as the governing authority, that:

SECTION 1. The Board hereby adopts the recommendation of the Administrative Committee to publish a Statement of Qualifications in The Times-Picayune seeking to retain an individual/firm to provide legal services relative to the issuance of mortgage revenue bond/notes and for housing assistance with other various funding opportunities.

SECTION 2. The Board hereby desires that the Statement of seeking to retain a firm to be engaged to provide legal services relative to the issuance of mortgage revenue bond/notes and for housing assistance with other various funding opportunities will run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023.

Yeas: (7) Nays: (0) Abstain: (0) Absent: (1)
Ms. Carol Smith

This Resolution was declared adopted on the 18th day of September, 2023.

3.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Mr. Dennis DiMarco:

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority (hereinafter the "Authority") adopting the recommendation of the Administrative Committee to authorize the Executive Director to publish a Statement of Qualifications, in the Official Journal of Jefferson Parish, in an effort to hire an individual/firm to serve as Financial Advisor for the JPFA and may not be otherwise in the business of raising capital, selling bonds, or refinancing existing debt for the JPFA.

WHEREAS, the municipal finance market is gradually becoming more favorable toward the profitability of potential bond programs; and

WHEREAS, the Administrative Committee determined that it is in the Authority's best interest to publish a Statement of Qualifications in the current official journal of Jefferson Parish, The New Orleans Advocate, in an effort to advertise for and retain an individual/firm to serve as Financial Advisor for the JPFA and may not be otherwise in the business of raising capital, selling bonds, or refinancing existing debt for the JPFA.

WHEREAS, the Board hereby desires that the Statement of Qualifications seeking to retain an individual/firm to serve as Financial Advisor for the JPFA and may not be otherwise in the business of raising capital, selling bonds, or refinancing existing debt for the JPFA run on Wednesday, September 27, 2023 and Wednesday, October 4, 2023. In addition, the Statement of Qualifications will be posted on the Jefferson Parish Finance Authority website and advertised via its social media outlets.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Jefferson Parish Finance Authority, acting as the governing authority, that:

SECTION 1. The Board hereby adopts the recommendation of the Administrative Committee to publish a Statement of Qualifications in The Times-Picayune seeking to retain an individual/firm to serve as Financial Advisor for the JPFA and may not be otherwise in the business of raising capital, selling bonds, or refinancing existing debt for the JPFA.

SECTION 2. The Board hereby desires that the Statement of seeking to retain an individual/firm to serve as Financial Advisor for the JPFA and may not be otherwise in the business of raising capital, selling bonds, or refinancing existing debt for the JPFA will run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023.

Yeas: (7) Nays: (0) Abstain: (0) Absent: (1)
Ms. Carol Smith

This Resolution was declared adopted on the 18th day of September, 2023.

4.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Ms. Elizabeth Strohmeyer:

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority (hereinafter the "Authority") adopting the recommendation of the Administrative Committee to authorize the Executive Director to publish a Statement of Qualifications, in the Official Journal of Jefferson Parish, in an effort to hire a firm/individual interested in providing investment management services.

WHEREAS, the municipal finance market is gradually becoming more favorable toward the profitability of potential bond programs; and

WHEREAS, the Administrative Committee determined that it is in the Authority's best interest to publish a Statement of Qualifications in the current official journal of Jefferson Parish, The New Orleans Advocate, in an effort to hire a firm/individual interested in providing investment management services.

WHEREAS, the Board hereby desires that the Statement of Qualifications seeking to retain a firm/individual to be engaged for investment management services run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023. In addition, the Statement of Qualifications will be posted on the Jefferson Parish Finance Authority website and advertised via its social media outlets.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Jefferson Parish Finance Authority, acting as the governing authority, that:

SECTION 1. The Board hereby adopts the recommendation of the Administrative Committee to publish a Statement of Qualifications in The Times-Picayune seeking to retain a firm/individual to be engaged for investment management services.

SECTION 2. The Board hereby desires that the Statement of Qualifications seeking retain a firm/individual to be engaged for investment management services run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023.

Yeas: (7) Nays: (0) Abstain: (0) Absent: (1)
Ms. Carol Smith

This Resolution was declared adopted on the 18th day of September, 2023.

5.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Ms. Sally Bourgeois:

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority (hereinafter the "Authority") adopting the recommendation of the Administrative Committee to authorize the Executive Director to publish a Statement of Qualifications, in the Official Journal of Jefferson Parish, in an effort to hire a firm/individual to be engaged as underwriter/placement agent to assist the JPFA relative to the issuance of mortgage revenue bonds/notes and for housing assistance with other non-advisory financial services.

WHEREAS, the municipal finance market is gradually becoming more favorable toward the profitability of potential bond programs; and

WHEREAS, the Administrative Committee determined that it is in the Authority's best interest to publish a Statement of Qualifications in the current official journal of Jefferson Parish, The New Orleans Advocate, in an effort to advertise for and retain an underwriter/placement agent to assist the JPFA relative to the issuance of mortgage revenue bonds/notes and for housing assistance with non-advisory financial services.

WHEREAS, the Board hereby desires that the Statement of Qualifications seeking to retain a firm/individual to be engaged as underwriter/placement agent to assist the JPFA relative to the issuance of mortgage revenue bonds/notes and for housing assistance with other non-advisory financial services to run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023. In addition, the Statement of Qualifications will be posted on the Jefferson Parish Finance Authority website and advertised via its social media outlets.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Jefferson Parish Finance Authority, acting as the governing authority, that:

SECTION 1. The Board hereby adopts the recommendation of the Administrative Committee to publish a Statement of Qualifications in The Times-Picayune seeking to retain a firm/individual to be engaged as underwriter/placement agent to assist the JPFA relative to the issuance of mortgage revenue bonds/notes and for housing assistance with other non-advisory financial services.

SECTION 2. The Board hereby desires that the Statement of seeking to retain a firm/individual to be engaged as underwriter/placement agent to assist the JPFA relative to the issuance of mortgage revenue bonds/notes and for assistance with other non-advisory financial services run on Wednesday, September 27, 2023, and Wednesday, October 4, 2023.

Yeas: (7) Nays: (0) Abstain: (0) Absent: (1)
Ms. Carol Smith

This Resolution was declared adopted on the 18th day of September, 2023.

Motion was offered by Mr. Jackie Berthelot, seconded by Mr. Frank Muscarello, to adjourn the September 18, 2023, Board of Trustees of the Jefferson Parish Finance Authority meeting.

YEAS: (7)

NAYS: (0)

ABSENT: (1)

Ms. Carol Smith

Motion carried unanimously.

The September 18, 2023, Board of Trustees of the Jefferson Parish Finance Authority meeting adjourned at 11:04 A.M.