

**HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY**

10400 Detrick Avenue  
Kensington, Maryland 20895  
(240) 627-9425

**Development & Finance Committee Minutes**

April 29, 2024

For official record of the Housing Opportunities Commission of Montgomery County, an open meeting of Development and Finance Committee was conducted, via a hybrid platform (with some participating in-person and some participating online/via teleconference) on Monday, April 29, 2024 with moderator functions occurring at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:05 p.m. Those in attendance were:

**Present**

Roy Priest, Chair  
Jeffrey Merkowitz, Vice Chair

**Absent**

Robin Salomon, Chair

**Also Attending**

Chelsea Andrews, President/Exe. Director	Paige Gentry, Deputy General Counsel
Paige Gentry, Deputy General Counsel	DeMarcus Hubbard
Ali Ozai	John Wilhoit
Elliot Rule	Victoria Dixon
Matt Husman	Tim Goetzinger
Richard Congo	John Brouillre
Bonnie Hodge	Zachary Marks
Tia Blount	Ken Silverman
Erin Smith	Len Vicilic
Paul Vinciguerra	Elaine Cole
Ellen Goff	Terri Fowler
David Brody	Irma Washington
Jay Shepherd	Adam Pinchuk
DeMarcus Hubbard	Meta Lim
Michael Somerville	Walker Taylor
Leidi Reyes	Darcel Cox
	LeNisha Carroll

**IT Support**

Richard Congo  
Irma Rodriquez

**Commission Support**

Morgan Tucker  
Contessa Webster

Committee Chair Merkowitz opened the meeting with a roll call and the introduction of the Committee and the President/Executive Director, Chelsea Andrews.

**I. Approval of Minutes**

**A. Approval of Minutes of March 22, 2024 Open Session**

Commissioner Priest, moved to approve the Minutes of March 22, 2024 and Committee Chair Merkowitz seconded the motion. Affirmative votes were cast by Commissioners Priest and Merkowitz. Commissioner Salomon was necessarily absent and did not participate in the vote.

**II. Discussion/Action Items**

**A. Approval of New Participating Lender for the Single Family Mortgage Purchase Program**

Committee Chair Merkowitz introduced President Andrews who provided an overview and introduced Michael Somerville, Vice President, Mortgage Finance, who provided the presentation. A motion was made by Commissioner Priest to advance the recommendation to approve Mortgage Link, Inc. and T2 Financial as participating lenders for the Single Family Mortgage Purchase Program to full the Commission. Committee Chair Merkowitz seconded. Affirmative votes were cast by Chair Priest and Committee Chair Merkowitz. Commissioner Salomon was necessarily absent and did not participate in the vote. Committee Chair Merkowitz requested the item be moved to Consent items for the Commission meeting.

**B. Single Family Mortgage Lending: Approval of Structure, Cost of Issuance, Budget, and Adoption of Series Resolution(s) for the Issuance of Single Family Mortgage Revenue Bonds for the Single Family Mortgage Purchase Program**

Committee Chair Merkowitz introduced President Andrews who provided an overview and introduced Michael Somerville, Vice President, Mortgage Finance, who provided the presentation. Staff recommended that the Commission approve: (1) of the structure and issuance of the 2024 Bonds under the 1979 Mortgage Revenue Bond Resolution in an amount not to exceed \$35 million in aggregate; (2) to allocate up to \$15 million of private activity volume cap to complete the transaction; (3) the cost of issuance budget, estimated to be approximately \$570,000.00; and (4) to adopt one or more Series Resolution(s) authorizing the issuance of the 2024 Bonds. Commissioner Priest pointed out that the projections for 2024 are lower than what was actually achieved for 2023. Mr. Somerville stated that Mortgage Finance is targeting a similar volume of 2023 due to the mortgage interest rates. President Andrews reassured the Committee that HOC recently met with CDA partners to provide the overall plan and needs of HOC. President Andrews anticipates the support from CDA for the needed resources. A motion was made by Commissioner Priest to recommend the item to full Commission. Committee Chair Merkowitz seconded the motion. Affirmative votes were cast by Commissioner Priest and Committee Chair Merkowitz. Commissioner Salomon was necessarily absent and did not participate in the vote.

**C. Westside Shady Grove: Building B Proposed Names**

Committee Chair Merkowitz introduced President Andrews who provided an overview and introduced Tia Blount, Vice President, Public Affairs, who provided the presentation. Commissioner Priest stated that he did not prefer any of the names submitted and asked if there were any alternatives then suggested adding “The” in front of the names. President Andrews discussed the factors and challenges faced in choosing the names. Committee Chair Merkowitz suggested that the discussion included less “consultant jargon”. Commissioner Priest did not recommend the approval of the name “Muse” to the Commission. Committee Chair Merkowitz proposed sending the item to the full Commission without a recommendation. No action was taken on this item.

**D. Alexander House LP/SCRRAC: Approval of Maintenance Responsibilities for the South County Regional Recreational and Aquatic Facility**

Committee Chair Merkowitz introduced President Andrews who provided an overview and introduced Zachary Marks, Vice President and Walker Taylor, Financial Analyst, who provided the presentation. Commissioner Priest asked if the request has any impact on the financing partners. Mr. Marks stated that there is no change to the operations at Alexander House and no documents would need to be modified or amended. Mr. Marks confirmed that HOC Staff will be preparing the legal documents to memorialize the request. A motion was made by Commissioner Priest to recommend the Commission approve Alexander House Limited Partnership providing written acknowledgement that the maintenance requirements in the SCRRAC AH Lease will control over any conflicts between the maintenance requirements in the SCRRAC AH Lease and the maintenance requirements in the Alexander House Commercial Condominium. Committee Chair Merkowitz seconded the motion. Affirmative votes were cast by Committee Chair Merkowitz and Priest. Commissioner Salomon was necessarily absent from vote

**E. Hillandale Gateway: Approval of a Single Maturity Date for the Housing Production Fund Loan to Hillandale Gateway, LLC**

Committee Chair Merkowitz introduced President Andrews who provided an overview and introduced Kathryn Hollister, Housing Acquisition Manager, who provided the presentation. Commissioner Priest recommended that a single maturity date for the Housing Production Fund move forward to full Commission for approval. Committee Chair Merkowitz seconded the motion. Affirmative votes were cast by Commissioner Priest and Chair Merkowitz. Commissioner Salomon was necessarily absent and did not participate in the vote.

**F. Hillandale Gateway: Approval of Additional Funding for Legal Services Provided by Gallagher Evelius and Jones, LLP for Hillandale Gateway**

Committee Chair Merkowitz introduced President Andrews who provided an overview and introduced Kathryn Hollister, Housing Acquisition Manager, who provided the presentation. Commissioner Priest asked for clarity in the connection between the original closing date and the revised date as it relates to the need to increase legal costs. Ms. Hollister states that there are more legal documents to review than initially anticipated due to the multiple lenders and investors involved in the transaction. Commissioner Priest recommended that the presentation, moving forward, reflect more on the procurement related impact. Commissioner Priest called for a motion to recommend that

approval for additional legal services provided by Gallagher Evelius and Jones in the amount of \$233,000, for a total contract amount not to exceed \$625,000 move forward to full Commission. Chair Merkowitz seconded the motion. Affirmative votes were cast by Commissioner Priest and Chair Merkowitz. Commissioner Salomon was necessarily absent and did not participate in the vote.

Committee Chair Merkowitz read the Written Closing Statement and made a motion to adopt the statement and close the meeting. Commissioner Priest seconded the motion, with Commissioners Priest and Committee Chair Merkowitz voting in approval. Commissioner Salomon was necessarily absent and did not participate in the vote.

Based upon this report and there being no further business to come before this session of the Committee, the Committee adjourned the open session at 11:06 a.m. and reconvened in closed session at 11:10 a.m.

In compliance with Section 3-306(c)(2), General Provisions Article, Maryland Code, the following is a report of the Housing Opportunities Commission of Montgomery County's closed Development and Finance Committee meeting held on April 29, 2024 at approximately 11:10 a.m. via a hybrid model (with some participating in-person and some participating virtually) at 10400 Detrick Avenue, Kensington, MD 20895. The meeting was closed under the authority of Section 3-305(b)(13) to discuss the confidential commercial and financial terms of lenders' proposed financing structure for the Hillandale Gateway development.

The meeting was closed and the closing statement dated April 29, 2024 was adopted on a motion made by Committee Commissioner Merkowitz, seconded by Commission Priest, with Committee Chair Merkowitz and Priest voting in favor of the motion. Commissioner Salomon was necessarily absent and did not participate in the vote. The following persons were present: Jeffrey Merkowitz, Roy Priest, Chelsea Andrews, Kayrine Brown, Paige Gentry, Zach Marks, Kathryn Hollister, Victoria Dixon, Morgan Tucker, and Contessa Webster.

In closed session, the Committee discussed the below topics and took the following actions:

1. **Topic:** The proposed financial structure for the Hillandale Gateway Development (pursuant to Section 3-305(b)(13)).
  - a. **Action Taken:** The Committee received information about the proposed financing structure for the Hillandale Gateway Development. The Committee informally agreed that the matter should be presented to the full Commission once the details are finalized. No formal action was taken.

The closed session was adjourned at 11:44 a.m.

Respectfully submitted,

Chelsea Andrews,  
Secretary-Treasurer

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