

**MINUTES OF THE REGULAR MEETING AND PUBLIC HEARING OF
THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
THE EXECUTIVE CENTER AT 4731 NORTH BOULEVARD
APRIL 10, 2025 AT 9:00 AM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, April 10, 2025 at 9:00 a.m. at The Executive Center 250 S. Foster Drive, Baton Rouge, LA 70806. The meeting was called to order by Commissioner Barron at 9:26 a.m.

Meeting Called to Order **Commissioner Al Barron, Vice Chair**

Invocation **Commissioner Brandon Kelly**

Roll Call:

Members Present **Commissioner Dianna Payton, Chair**
 Commissioner Al Barron, Vice Chair
 Commissioner Lynn Farris
 Commissioner Brandon Kelly

Members Absent **Commissioner Chris Brown**
 Commissioner Justin Gaudet
 Commissioner Terry Landry, Jr.

QUORUM PRESENT

At the time of the meeting being called to order, a quorum was not present, and no official actions were taken. Commissioners proceeded with informational presentations and reports until Commissioner Dianna Payton arrived at 1:05 p.m., establishing a quorum and the board voted on the action items.

Public Comments

The floor was opened for public comments. Hearing none, the Board proceeded to the agenda items.

**AGENDA ITEM NUMBER 1:
MINUTES – FEBRUARY 13, 2025 REGULAR BOARD MEETING**

On a motion made by Commissioner Kelly, and seconded by Commissioner Farris, the minutes of the February 10, 2025 Board of Commissioners Meeting were unanimously approved, as distributed.

Mission Statement
To provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization

**AGENDA ITEM NUMBER 2:
2025 PHA ANNUAL PLAN
RESOLUTION 2025-02**

Mr. Daniels introduced the matter. A motion was made by Commissioner Kelly and seconded by Commissioner Barron to consider Agenda Items 2 through 5 *en globo*. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

**AGENDA ITEM NUMBER 3:
REGIONS BANK ACCOUNT
RESOLUTION 2025-03**

Mr. Daniels introduced the matter. A motion was made by Commissioner Kelly and seconded by Commissioner Barron to consider Agenda Items 2 through 5 *en globo*. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

**AGENDA ITEM NUMBER 4:
PARTNERS SOUTHEAST BOARD APPOINTMENT: WHITNEY HOFFMAN SAYAL
RESOLUTION 2025-04**

Mr. Daniels introduced the matter. A motion was made by Commissioner Kelly and seconded by Commissioner Barron to consider Agenda Items 2 through 5 *en globo*. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

**AGENDA ITEM NUMBER 5:
CHIEF EXECUTIVE OFFICER REPORT
a. EXECUTIVE UPDATE**

Mr. Daniels provided an update on the status of the annual audits stating that an extension has been submitted to the LLA. Additionally, major progress has been made in the integration of YARDI enterprise software, with year-end financials submitted under the new system. He announced the resignation of CFO Shannon Sterling, recognizing her contributions and professionalism. The search for a new CFO has commenced, seeking talented candidates with a hybrid skill set in both federal program management and private-sector finance. IHF Solutions has been contracted to assist with executive recruitment.

He discussed the success of the second, annual Community Health Fair. The event was lauded for its excellent interdepartmental coordination, strong vendor turnout, favorable weather, and positive community feedback. Creative marketing strategies, community involvement, and media coverage contributed to the event's overall success.

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AGENDA ITEM NUMBER 6:

DEPARTMENTAL REPORTS

a. FINANCIAL STATEMENTS & REPORTS

(January/February 2025 pending Yardi enterprise software conversion)*

Mr. Daniels provided the Board with a detailed overview of the organization's financial position, including a departmental breakdown highlighting performance across various operational areas.

b. CHIEF HOUSING OFFICER REPORT

i. HOUSING CHOICE VOUCHER PROGRAM

ii. AFFORDABLE HOUSING

c. CAPITAL FUND PROGRAM

d. HUMAN RESOURCES

Departmental reports are included in board packets distributed to the Board for review prior to the meeting. The Board agreed to defer departmental discussions to the next scheduled meeting.

AGENDA ITEM NUMBER 7:

BR CHOICE NEIGHBORHOOD REPORT

Ms. Brown stated that Partners Southeast was actively preparing its submission for the 2025 9% Low-Income Housing Tax Credit (LIHTC) competitive round, due in May 2025, for Cypress at Ardendale Phase III. Ms. Brown updated the Board on the phases of Cypress at Ardendale with Phase I to begin preleasing and occupancy in July 2025. Regions has been selected as the investor for Phase II; the financial closing has been delayed to finalize negotiations of business terms. The senior phase was awarded a \$850k Affordable Housing Program (AHP) grant from the Federal Home Loan Bank of Dallas (FHLB Dallas) sponsored by the member, Home Bank.

AGENDA ITEM NUMBER 8:

PARTNERS SOUTHEAST COO REPORT

Ms. Brown stated that Partners Southeast was actively preparing its submission for the 2025 9% Low-Income Housing Tax Credit (LIHTC) competitive round, due in May 2025, for Capstone at North Point and Cypress at Wards Creek. In April 2024, a 4% bond application had been submitted for Prime III, which was waitlisted. Partners Southeast was awarded a conditional award of \$2,000,000 from the City Parish Office of Community Development for Wards Creek, the grant award is in support of our PRIME III application. This local commitment underscored strong public-sector support for the project and enhanced its competitive position in the upcoming LIHTC cycle.

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**AGENDA ITEM NUMBER 9:
NEW BUSINESS**

There was no new business.

**AGENDA ITEM NUMBER 8:
ADJOURNMENT**

A motion to adjourn was made by Commissioner Kelly. There being no further business, the meeting was adjourned at 1:07 p.m.

MEETING ADJOURNED

APPROVED:

**Dianna Payton
Chair
East Baton Rouge Parish Housing Authority**

**J. Wesley Daniels, Jr.
Secretary/Chief Executive Officer
East Baton Rouge Parish Housing Authority**