

Agenda Item – No. 1

Minutes – June 12, 2025 Regular Board Meeting

Action:

1. Approve the Minutes of the June 12, 2025 Regular Board Meeting

Staff Resource(s):

J. Daniels, Secretary/CEO

April Downs, Asst. Board Secretary

External Resource(s):

N/A

Background/Explanation:

Parliamentary Procedure

Time Sensitivity:

None

Funding Source:

N/A

MWBE/DBE/Section 3:

N/A

Attachments:

Transcribed Minutes

Mission Statement

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

**MINUTES OF THE REGULAR MEETING AND PUBLIC HEARING OF
THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
AT 4731 NORTH BOULEVARD
JUNE 12, 2025 AT 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, June 12, 2025 at 12:00 p.m. at the main office 4731 North Boulevard, Baton Rouge, LA 70806. The meeting was called to order by Commissioner Barron at 12:07 p.m.

Meeting Called to Order **Commissioner Al Barron**

Invocation **Commissioner Chris Brown**

Roll Call:

Members Present **Commissioner Dianna Payton, Chair**
 Commissioner Al Barron
 Commissioner Chris Brown
 Commissioner Lynn Farris
 Commissioner Brandon Kelly (Virtual/Non-Voting)

Members Absent **Commissioner Justin Gaudet**

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 Payton arrived at 12:26 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 – MAY 8, 2025 REGULAR BOARD MEETING

On a motion made by Commissioner Barron, and seconded by Commissioner Brown, the minutes of the May 8, 2025 Board of Commissioners Meeting were unanimously approved, as distributed.

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**AGENDA ITEM NUMBER 2:
FIVE-YEAR PLAN: FY2025-2029 & 2026 ANNUAL PLAN
RESOLUTION 2025-06**

Ms. Mejia summarized the strategy for the next five years, which focuses on repositioning the Housing Authority's public housing program, expanding homeownership opportunities, and utilizing capital funds creatively to support development projects and Choice Neighborhoods. Commissioners expressed support and commended staff for the successful homeownership workshops recently highlighted by the Louisiana Housing Corporation (LHC). A motion was made by Commissioner Barron and seconded by Commissioner Brown to adopt resolution 2025-06. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

**AGENDA ITEM NUMBER 3:
CAPITAL FUND PLAN
RESOLUTION 2025-07**

a. 5-YEAR PLANS: FY 2025-2029

b. ANNUAL STATEMENTS: FY 2025

Staff outlined the FY2025 Capital Fund Program Five-Year Action Plan. The Authority has been awarded approximately \$2.6 million in grant funding, a slight increase from the prior year due to improved occupancy rates. It was noted that the timing of receiving these funds depends on the federal budget process. Commissioners discussed how waiting lists, unit modernization, and infrastructure improvements factor into the capital plan and operating expenses. A motion was made by Commissioner Barron and seconded by Commissioner Brown to adopt resolution 2025-07. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

**AGENDA ITEM NUMBER 4:
ASSET REPOSITIONING: DUANE STREET RAD APPLICATION
RESOLUTION 2025-08**

Ms. Mejia presented information about the planned grant application for the Duane Street Apartments project, which will rehabilitate a historic 29-unit development. The project will include significant renovations down to the studs, modernized amenities comparable to newer developments, and infrastructure upgrades to address aging systems. The goal is to preserve all units to maintain affordable housing supply. Commissioners discussed potential impacts on insurance costs and infrastructure longevity. A motion was made by Commissioner Brown and seconded by Commissioner Farris to adopt resolution 2025-08. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

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AGENDA ITEM NUMBER 5:**VIOLATION AGAINST WOMEN ACT (VAWA) EMERGENCY TRANSFER PLAN
RESOLUTION 2025-09**

Ms. Mejia presented an update to the VAWA Emergency Transfer Plan to align with HUD's new guidelines. The revised plan allows greater flexibility for relocating eligible residents safely between programs, no longer limiting transfers to individual program silos. Commissioners noted the importance of this expanded flexibility and staff confirmed the plan will be implemented immediately. A motion was made by Commissioner Brown and seconded by Commissioner Barron to adopt resolution 2025-09. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

AGENDA ITEM NUMBER 6:**BANK ACCOUNT AUTHORIZATION: AMERICAN DEPOSIT MANAGEMENT (ADM)
RESOLUTION 2025-10**

Ms. Mejia presented the request to establish a new bank account with American Deposit Management (ADM) for the Homeownership Program. This account will streamline the process of combining Housing Authority and resident mortgage payments, as the prior service provider is exiting this line of business. A motion was made by Commissioner Barron and seconded by Commissioner Brown to adopt resolution 2025-10. There being no further discussion, opposition, or public comment, a vote was taken and the motion passed unanimously.

AGENDA ITEM NUMBER 7:**CHIEF EXECUTIVE OFFICER REPORT****a. EXECUTIVE UPDATE**

Mr. Daniels provided the CEO report, beginning with an update on strategic leadership transition activities, development progress, and Choice Neighborhoods initiatives. He highlighted recent progress on multiple phases of development, the planned closing of Phase 2 of Cypress at Ardendale, and ongoing coordination with the City-Parish administration. He further discussed interest in acquiring the Baton Rouge Theater property, which aligns with the arts and cultural goals for Choice Neighborhoods and will present a detailed plan at a future meeting. The report also included updates on the Turner Plaza repositioning and potential future demolition, insurance rate challenges, homeownership outreach, and continued resident engagement efforts, including health partnerships and job readiness resources. Commissioners commended the staff's flexibility and proactive planning amid ongoing funding and policy changes.

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**AGENDA ITEM NUMBER 8:
DEPARTMENTAL REPORTS**

a. FINANCIAL STATEMENTS & REPORTS

(April 2025 pending Yardi enterprise software conversion)*

At the next regular meeting a detailed financial report will be presented.

b. CHIEF HOUSING OFFICER REPORT

i. HOUSING CHOICE VOUCHER PROGRAM

ii. AFFORDABLE HOUSING

c. CAPITAL FUND PROGRAM

d. HUMAN RESOURCES

Departmental reports were included in the board packets distributed prior to the meeting. There were no questions or comments.

**AGENDA ITEM NUMBER 9:
BR CHOICE NEIGHBORHOOD REPORT**

Departmental reports were included in the board packets distributed prior to the meeting. There were no questions or comments.

**AGENDA ITEM NUMBER 10:
PARTNERS SOUTHEAST COO REPORT**

Departmental reports were included in the board packets distributed prior to the meeting. There were no questions or comments.

**AGENDA ITEM NUMBER 11:
NEW BUSINESS**

There was no new business.

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**AGENDA ITEM NUMBER 12:
ADJOURNMENT**

A motion to adjourn was made by Commissioner Payton. There being no further business, the meeting was adjourned at 12:57 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