

Agenda Item – No. 1

Minutes – May 9, 2024 Regular Board Meeting

Action:

1. Approve the Minutes of the May 9, 2024 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
THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
MAIN OFFICE AT 4731 NORTH BOULEVARD
May 9, 2024, AT 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in a Regular Session on Thursday, May 9, 2024, at 12:00 pm at the main office 4731 North Boulevard, Baton Rouge, LA 70806.

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

Invocation **Commissioner Chris Brown**

Roll Call:

Members Present **Commissioner Al Barron, Vice Chair**
 Commissioner Chris Brown
 Commissioner Lynn Farris
 Commissioner Justin Gaudet
 Commissioner Brandon Kelly

Members Absent **Commissioner Dianna Payton**
 Commissioner Terry Landry, Jr.

QUORUM PRESENT

Public Comments

The floor was open for public comments. None were voiced. The public comment period was closed.

AGENDA ITEM NUMBER 1:

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD MARCH 14, 2024

A motion was made by Commissioner Barron to approve, and Commissioner Gaudet seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

AGENDA ITEM NUMBER 2:

BR CHOICE NEIGHBORHOOD: CYPRESS AT ARDENDALE: PHASE III PREDEVELOPMENT LOAN:

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RESOLUTION NO. 2024-03

Ms. Brown presented a request for approval to the board for the predevelopment loan of \$1.3 million dollars for phase III of Cypress at Ardendale. Phase III will include the second half of the infrastructure project and will advance due diligence items towards closing in December 2024. A motion was made by Commissioner Barron to approve, and Commissioner Farris seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

AGENDA ITEM NUMBER 3:

BR CHOICE NEIGHBORHOOD – CYPRESS AT ARDENDALE:

PHASE IV PREDEVELOPMENT LOAN:

RESOLUTION NO. 2024-04

Ms. Brown presented a request for approval for the predevelopment loan up to \$700,00 dollars for phase IV of Cypress at Ardendale. A motion was made by Commissioner Barron to approve, and Commissioner Farris seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

AGENDA ITEM NUMBER 4:

CHIEF EXECUTIVE OFFICER REPORT

a. EXECUTIVE UPDATE

Mr. Daniels updated the Board on the efforts to remain diligent with the Legislative sessions involving laws impacting our organization and the families within the communities. House Bill 955 outlined that Housing Authorities are exempt from certain fees and requirements for surety. It was presented to the House floor but was subsequently voted down. Barron asked if there were any questions. None were voiced. This concluded the Chief Executive Officer report.

AGENDA ITEM NUMBER 5:

DEPARTMENTAL REPORTS

a. FINANCIAL STATEMENTS & REPORTS (FEBRUARY/MARCH 2024)

Mr. Daniels reported that the COCC is financially solvent and not overburdened by debt. Additional revenue is apparent due to the settlement of the insurance claim related to the building fire at our organization in 2022. This additional revenue will be used for upgrades to the main office and Partners Southeast office within the next six to twelve

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months. Mr. Daniels addressed the February/March financials as they relate to the departments and the budget. He asked if there were any questions on the financial reports. None were voiced. This concluded the financial report.

b. CHIEF HOUSING OFFICER REPORT

- i. HOUSING CHOICE**
- ii. AFFORDABLE HOUSING**

We have raised our contributions to the families within The Housing Choice Voucher program to roughly \$3.1 million dollars per month to assist with rent. HUD is aware of this trend and is willing to match our contribution.

Mr. Daniels addressed occupancy, the main concern, on the Affordable Housing side. Chief Housing Officer, Doris Mejia; and VP of Affordable Housing, Reginald Herd, have developed a strategy that allows us a better position with make-ready units and unit turns, and utilizing manpower to have units prepared promptly. He recognized and applauded the leadership efforts of our Affordable Housing team, led by Mr. Reginald Herd, as it relates to the NSPIRE inspections on two of our properties that scored 96 out of 100 and 94 out of 100. NSPIRE inspections are ongoing for the remaining AMP 2 and AMP 4.

The departmental reports were included in the board packets distributed to the board members prior to the board meeting. Commissioner Barron asked if there were any questions. None were voiced.

- c. CAPITAL FUND PROGRAM**
- d. HUMAN RESOURCES**

**AGENDA ITEM NUMBER 6:
BR CHOICE NEIGHBORHOOD REPORT**

Ms. Brown updated the board on the status of Choice Neighborhoods housing component, Phase I is approximately 10 percent complete, which includes the infrastructure and vertical construction. She stated that we are currently working on selecting the equity investor for the final three phases. This selection is anticipated to be finalized within the next couple of weeks. Our 70-unit Senior deal, Phase II is anticipated to close in late summer, along with closing Phase III and IV by the end of 2024. Prime III application has been submitted to allow us to merge financial gaps that we may anticipate. We continue discussing options and strategies for funding Phase III and IV to meet the construction schedule for the next six months. Cypress River Lofts is 33 percent complete with anticipated construction completion in October 2024.

**AGENDA ITEM NUMBER 7:
PARTNERS SOUTHEAST COO REPORT**

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Ms. Brown updated the Board on Cypress at Wards Creek, the senior and multi-family community. We acquired an acquisition loan on the property for 1.6 million dollars and are working with City-Parish Office of Community Development to receive approximately \$1.4 million in grant funds to pay down the acquisition loan. Commissioner Kelly requested an update on applications submitted during the most recent FHLB(Dallas) AHP program. Ms. Brown stated we submitted four applications for Cypress at Wards Creek, Phase III and Phase IV of Cypress at Ardendale, and one with the Banyan Foundation.

This concluded the departmental reports.

AGENDA ITEM NUMBER 8: NEW BUSINESS

No new business was voiced.

AGENDA ITEM NUMBER 9: ADJOURNMENT

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

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