

Agenda Item – No. 1

Minutes – March 16, 2023 Regular Board Meeting

Action:

1. Approve the Minutes of the March 13, 2023 Regular Board Meeting

Staff Resource(s):

J. Daniels, Secretary/CEO

April Downs, Interim COO & Chief of Staff

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

**AGENDA ITEM NUMBER 2:
BR CHOICE NEIGHBORHOOD LAND ACQUISITION AUTHORIZATION
RESOLUTION NO. 2023-03**

Ms. Brown presented the item. She stated that the resolution presented is for authorizing transactional approval for the BR Choice Neighborhood Housing Component Land Acquisition and to rescind the previously approved resolution in January. Commissioner Payton asked if there were any major changes from the previous resolution to the current. Ms. Brown stated that the change from the original resolution to the new one was the amount increased from \$325,000 to \$425,000. Build Baton Rouge contributed funds toward the acquisition and the additional \$100,000 will go back to them. Commissioner Brown made a motion to approve the budget and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 3:
CAPITAL FUND PLAN
RESOLUTION NO. 2023-04**

- i. 5-YEAR PLANS: FY 2022-2026**
- ii. ANNUAL STATEMENTS: FY 2022**

Mr. Daniels presented the item. He stated that this is our 2022-2026 Capital Fund over the next five years. We are submitting approval for our rolling five-year Capital Fund plan, and additionally we are submitting our Capital Fund, grant fund for 2022, as our annual statement. It will allow us to satisfy our outstanding River South RAD transaction post-closing items. He further stated that there are processes including environmental review, underway, that will allow us to draw down on our administrative fees related to this \$3,000,000 grant as well. Commissioner Brown made a motion to approve the item and Commissioner Gaudet 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 presented the item. He stated that we received environmental clearance for the CNI Housing component site in February 2023, after five years. He updated the board on Cypress Ardendale and the development team plans to submit a 9% LIHTC pre application for Phase IV, within the CNI Set-aside category in March 2023. He further stated that we are entering a CEA with EBR Schools for a two-acre tract located on Paulson Street. He mentioned the closings scheduled for 2023, North Blvd closed in January 2023, Cypress Ardendale Phase I closing is scheduled for May 2023, Cypress River Lofts closing scheduled for June 2023, Cypress Ardendale Phase II closing scheduled for December 2023. He stated that the FY 2022 annual

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audits for EBRPHA and Partners Southeast are due to the Louisiana Legislative Auditor by March 31, 2023 and that deadline will not be met. He further stated that staff will be communicating with the LLA to request extensions. He discussed how Faulk and Winkler have been engaged to fulfil the temporary roles and responsibilities of the vacant CFP position and they will strengthen the finance team and play an important role on the financial oversight of the organization. He introduced Scott Lazarone with Faulk and Winkler. Mr. Lazarone outlined his role in assisting Mr. Brown and the finance department.

This concluded the report.

AGENDA ITEM NUMBER 5:

DEPARTMENTAL REPORTS

A. CHIEF OPERATING OFFICER REPORT

B. FINANCIAL STATEMENTS & REPORTS (OCTOBER/NOVEMBER/DECEMBER 2022/JANUARY 2023)

Mr. Daniels presented the financials. He started out by stating that last year we talked about austerity matters and increased operational expenses for Affordable Housing. Moving forward, anything over \$5,000 will be capitalized and charged to the capital fund. He discussed how opening the HCV waiting list causes migration from Affordable Housing, causing increased vacancies. In addition, Turner Plaza and Sharlo seniors moved to Cypress Pinchback and the stop leasing in acted at Turner Plaza in anticipation of RAD approval.

He further stated that HUD allows the use of capital funds to bridge operational gaps at the end of the year. This is not reported monthly, but at the end of the year when we true up. He stated that we will continue to monitor it closely. The finances were presented as related to our budget. Commissioner Payton asked if there were any questions. She asked if there were any questions related to any other departmental reports. None were voiced.

C. HOUSING CHOICE VOUCHER PROGRAM

Ms. Mejia presented the item. She stated that we received a waiver from HUD to increase the payment standards 120%. We can issue more vouchers and we can implement the increase right away. We are starting with the elderly and disabled and have about 3,000 families. The elderly will be paying less.

D. AFFORDABLE HOUSING

E. CAPITAL FUND PROGRAM

F. HUMAN RESOURCES

The departmental reports were included in the board packets distributed to the board members prior to the board meeting. No further questions were voiced.

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

The departmental reports were included in the board packets distributed to the board members prior to the board meeting. No further questions were voiced.

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

The departmental reports were included in the board packets distributed to the board members prior to the board meeting. No further questions were voiced.

This concluded the departmental reports.

**AGENDA ITEM NUMBER 8:
NEW BUSINESS**

No new business was addressed.

**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