

**MINUTES OF THE REGULAR MEETING AND PUBLIC HEARING OF THE  
BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF EAST  
BATON ROUGE PARISH  
CENTRAL OFFICE, 4731 NORTH BOULEVARD  
Thursday, December 14, 2017 @ 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, December 14, 2017 at 12:00 pm in the Central Office, located at 4731 North Boulevard.

**MEETING CALLED TO ORDER**

**Invocation: Commissioner Brown**

**Pledge of Allegiance**

**ROLL CALL:**

**Members Present:** Commissioner Chris Brown  
Commissioner Lamiesa Bonton  
Commissioner Tyra Sterling

**Members Absent:** Commissioner Al Barron  
Commissioner Dianna Payton  
Commissioner Tommie Gipson, Jr.  
Commissioner Christopher Odinet

**QUORUM NOT PRESENT**

**PUBLIC COMMENT PERIOD:**

Commissioner Sterling asked if there were any public comments to be made. None were voiced. Public comment period ended.

**AGENDA ITEM NUMBER 1: APPROVAL OF THE MINUTES OF THE  
REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING  
AUTHORITY HELD NOVEMBER 17, 2017.**

Quorum was not present. This item was not acted on or approved.

**AGENDA ITEM NUMBER 2: PRESENTATION OF THE CHIEF EXECUTIVE  
OFFICER'S REPORT.**

Mr. Murray presented his report. The next regularly scheduled East Baton Rouge Parish Housing Authority Board of Commissioners meeting is set for Thursday, January 11, 2018. This meeting is considered the EBRPHA Annual and Regular meeting where officers of the Board of Commissioners are elected.

The EBRPHA Employee Recognition Luncheon will be held on Friday, December 22, 2017 at 12:00 PM at Ralph & Kacoo's Restaurant located at 6110 Bluebonnet Boulevard, Baton Rouge, Louisiana. All are invited to attend. The employee of the year award would also be presented.

On October 27, 2017, a Request for Proposals for Public Relations and Media Services was let to select bidders. The deadline for receiving proposals was November 27, 2017. Two firms submitted proposals. A copy of the RFP was sent to 9 firms in the Baton Rouge area. List provided as part of the board packet. An evaluation committee is reviewing the proposals for ranking. The evaluation committee will vet both respondents for a decision is made in terms of which firm to select to represent the EBRPHA.

The East Baton Rouge Parish Housing Authority submitted its Letter of Interest to the Rental Demonstration Assistance (RAD) Division to be placed on the RAD Waiting List. Submission was approved by HUD on October 30, 2017. Approval email provided to Board. This has placed the EBRPHA on the RAD Program waiting list. Once HUD approves an increase in the number of units to participate in RAD, the possibility of the EBRPHA converting its portfolio under RAD shall also increase. A preliminary discussion concerning the portfolio repositioning strategy of the EBRPHA housing stock under RAD has been held with the consultant and the EBRPHA staff and was presented at the Board Retreat. Staff will meet with the consultant to make some final plans for the RAD conversion, including a discussion on the Physical Needs Assessment (PNA) completion. Once HUD approves the EBRPHA to participate in the RAD program, the EBRPHA is required to submit to HUD its RAD conversion plan.

Commissioners Sterling asked whether it appropriate to complete the PNA's before the EBRPHA was approved for RAD.

Mr. Murray indicated that HUD required the EBRPHA to complete the PNA's as part of the RAD conversion process. It was in the best interest of the EBRPHA to complete the PNA's as soon as possible to make sure the EBRPHA was in a position to react to HUD approving the EBRPHA's participating in RAD. The full RAD application is time sensitive and the EBRPHA must be in a position to move quickly. If the EBRPHA waits to conduct the PNA's after HUD approves the EBRPHA for participation in the RAD Program, the EBRPHA would spend time preparing for the RAD process. Mr. Murray mentioned that it was now time to prepare for the RAD process and now when HUD approves the EBRPHA for participation in the process.

### **AGENDA ITEM NUMBER 3: PRESENTATION OF THE DEPARTMENTAL REPORTS.**

**Capital Improvement** – Mr. Jeremy Credeur presented his report. He stated that there were only a few projects going on and they would be starting a new one next week. The two existing projects were going well which depends somewhat on the weather. This concluded the presentation of his report.

~~Finance – Mrs. Bayham presented her report. She stated that there was a correction in the Partners for Progress finance report. There had been a couple of items that they were still working on the details as of yesterday, but those were completed. She distributed new reports. She reviewed details from the report and stated that everyone across the board had a surplus and was doing well. Discussion followed regarding some deficits shown in the reports and projections for 2018. This concluded the presentation of her report.~~

**Section 8** – Mrs. Janie Anderson presented her report. She reviewed some items on the report. She also stated that for the first time ever they had hit every annual inspection that had been performed. Also, they would be able to review the waiting list and get some of the families' names off of there. This concluded the presentation of her report.

Mrs. Anderson indicated that the EBRPHA had received a **“High Performer”** designation under the HUD SEMAP rating for Fiscal Year Ending September 30, 2017.

~~Mr. Michael Stewart presented his report. He stated that he did not have anything to add other than what was already in the report. He did state in answer to a comment that they were working on the occupancy since it was currently off. He asked if there were any other questions. None were voiced. This concluded the presentation of his report.~~

This concluded the presentation of the departmental reports.

#### **AGENDA ITEM NUMBER 4: PRESENTATION OF PARTNERS SOUTHEAST REPORT.**

~~Mr. Daniels presented his report. He stated that River South and some other scattered site developments were their focus right now. Hopefully by the fall or winter of 2018, they would see the completion of some of those. Brookstown and Cedar point should be closing out soon and they were 100% occupied. He gave an update on Cypress River Lofts. They would be moving forward with pre-development activities in the first quarter of 2018 and hopefully breaking ground in May or June of 2018. It would be 19 units with an affordability period of 5 years. He stated that they had submitted an application to LHC as well as gap financing for Cypress at Gardere. He also reviewed details on Ardendale. It was still early in the process and pre-development stages, but when they received solid information, he would be reporting on it. He reviewed a few more items in the report and then concluded his presentation.~~

#### **AGENDA ITEM NUMBER 5: APPOINTMENT OF AN EBRPHA BOARD OF COMMISSIONER MEMBER TO THE PARTNERS SOUTHEAST BOARD OF DIRECTORS TO REPLACE TOMMIE GIPSON, JR. AND TO SERVE THE REMAINDER OF THE TERM FOR TOMMIE GIPSON, JR.**

Quorum was not present. This item was not acted on or approved.

At this time, Commissioner Sterling adjourned the meeting.

**MEETING ADJOURNED.**

**APPROVED:**



**Dianna Payton  
Chairman**



**Richard L. Murray  
Secretary/Chief Executive Officer**

**These minutes are informational purposes only. There was not a quorum available to hold an official meeting of the Board of Commissioners of the East Baton Rouge Parish Housing Authority on December 14, 2017.**