

**MINUTES OF THE REGULAR MEETING AND PUBLIC HEARING OF THE BOARD OF
COMMISSIONERS OF
THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH
4731 NORTH BOULEVARD
SEPTEMBER 19, 2019 AT 9:00 AM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, September 19, 2019 at 9:00 am in the Main Office located at 4731 North Boulevard.

Meeting Called to Order **Commissioner Dianna Payton, Chair**

Invocation **Commissioner Chris Brown**

Pledge of Allegiance

Roll Call:

Members Present: **Commissioner Dianna Payton, Chair**
Commissioner Chris Brown
Commissioner Al Barron, Vice-Chair
Commissioner LaMiesa Bonton
Commissioner Philip Smith, Jr.
Commissioner Tyra Banks

Members Absent: **N/A**

QUORUM PRESENT

Public Comments

Commissioner Payton asked if there were any public comments to be made. Ms. Pam Wall, member of the Partners Board wished to share a non-technical summary of research for a grant aiding a program to help families move up, out and on to better things. The Board expressed their appreciation for the information. No other public comments. Public comment period closed.

AGENDA ITEM NUMBER 1:

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE PARISH HOUSING AUTHORITY HELD JULY 18, 2019. (ATTENDANCE CORRECTION – COMMISSIONER BANKS)

Mission Statement

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

Mr. Daniels stated that Commissioner Banks had arrived after roll call and he wanted that notated properly in the minutes so he would be updating them with that information and sending new copies to be signed.

Motion was made by Commissioner Barron to approve the minutes for the regular meeting held on July 18, 2019 with attendance corrections and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 2:
APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE EAST BATON ROUGE
PARISH HOUSING AUTHORITY HELD AUGUST 8, 2019.**

Motion was made by Commissioner Barron to approve the minutes for the regular meeting held on August 8, 2019 and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 3:
CEO EMPLOYMENT AGREEMENT: J. WESLEY DANIELS, JR.
RESOLUTION NO. 2019-14**

Copies of the agreement were distributed to the board. Commissioner Payton gave some time for the board to review the contract. She explained that Mr. Daniels' legal representation and the housing authority legal team had worked together to formulate the agreement. It was also explained by Mr. DeCuir that the CEO salary was not subject to market increase for raises. The board would have to approve any increases made to CEO's salary. Commissioner Payton asked if there were any questions. None were voiced.

Motion was made by Commissioner Smith to approve the CEO employment agreement for Mr. J. Wesley Daniels, Jr. and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

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**AGENDA ITEM NUMBER 4:
FY 2020 OPERATING BUDGET
RESOLUTION NO. 2019-15**

Mr. Daniels presented the 2020 Operating Budget summary. Ms. Traci Lang went over several details within the budget book. She highlighted the new format for the financial report which would make it much easier to read.

Motion was made by Commissioner Bonton to approve the FY 2020 Operating Budget and Commissioner Smith seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 5:
FY 2020 HOUSING CHOICE VOUCHER (HCV) / PROJECT BASED VOUCHERS (PBV) PAYMENT
STANDARDS
RESOLUTION NO. 2019-16**

Mrs. Doris Mejia presented the agenda item. She stated that HUD had decreased the fair market rents. With that in mind, they had decided to keep their payment standards at 110% of the Fair Market Rent so that it would not be such an adjustment to their families. HUD allowed them to do that without approval. Commissioner Payton asked if there were any questions. None were voiced.

Motion was made by Commissioner Banks to approve the 2020 Housing Choice Voucher/Project-Based Voucher Payment Standards and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 6:
FY 2020 HOUSING CHOICE VOUCHER (HCV) / PROJECT BASED VOUCHERS (PBV) UTILITY
ALLOWANCE
RESOLUTION NO. 2019-17**

Ms. Bayham presented the agenda item. She stated that annually they were required to review their utility allowances. Per regulation, they were not required to change their rate of allowance since the increase/decrease was less than 10%. Commissioner Payton asked if there were any questions. None were voiced.

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Motion was made by Commissioner Brown to approve the 2020 Housing Choice Voucher/Project-Based Voucher Utility Allowance and Commissioner Smith seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 7:
FY 2020 PUBLIC HOUSING UTILITY ALLOWANCE
RESOLUTION NO. 2019-18**

Motion was made by Commissioner Barron to approve the 2020 Public Housing Utility Allowance and Commissioner Smith and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 8:
FY 2020 PUBLIC HOUSING FLAT RENTS
RESOLUTION NO. 2019-19**

Ms. Bayham presented the agenda item. She stated that they were required to review their public housing flat rents annually. She explained flat rents to the Board. The flat rents were based on the Fair Market Rents and since they were decreasing then that meant that the flat rents would be as well. There was minimal participation with the flat rents so the effect would not be great. Commissioner Payton asked if there were any questions. None were voiced.

Motion was made by Commissioner Banks to approve the 2020 Public Housing Flat Rents and Commissioner Smith seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 9:
HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN REVISION
RESOLUTION NO. 2019-20**

Ms. Doris Mejia presented the agenda item. She stated that the revisions to the administrative plan were in the Board packets for review. The most notable change was the addition of the chapter on RAD. She outlined some information for the Board regarding the RAD section. She asked if there were any questions. None were voiced.

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Motion was made by Commissioner Banks to approve the Housing Choice Voucher Administrative Plan revision and Commissioner Brown seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED.

**AGENDA ITEM NUMBER 10:
CONSULTANT AGREEMENT: GARDERE–INTEGRAL DEVELOPMENT
RESOLUTION NO. 2019-21**

Mr. Daniels presented the agenda item. He stated that in 2017 the Board had approved a resolution for the Master Development Agreement with Integral specifically for the purpose of Ardenwood Village and additional development activities. In June 2018, the Board also approved an addendum for Integral to handle RAD and other repositioning activities. Initially, Cypress at Gardere was supposed to be included in that addendum but it was not listed explicitly.

So, the reason for the agenda item was to list the Cypress at Gardere specifically for the addendum for Integral. They had been awarded piggyback funding for this development and clearing this matter would help the process to continue. Commissioner Payton and Commissioner Smith desired to revisit the MDA and review the terms. However, they did not wish to stall the process for this project. Mr. DeCuir and Mr. Daniels stated that they could revisit the terms of the MDA outside of the meeting so that the current Board could be more familiar with it.

Motion was made by Commissioner Barron to approve the consultant agreement for Gardere with Integral Development and Commissioner Smith seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED.

**AGENDA ITEM NUMBER 11:
RAD CONVERSION APPROVAL-RIVER SOUTH, AUTUMN PLACE & WILLOW CREEK
RESOLUTION NO. 2019-22**

Mr. Daniels presented the agenda item. He reminded the board that they had submitted the RAD application back in 2018. They had subsequently received CHAP, which was conditional, supplemental payment assistance under the RAD program. Today, they were asking to move forward with their financial plan for 3 of the 5 AMPs. Commissioner Payton asked if there were any questions. None were voiced.

Motion was made by Commissioner Payton to approve the RAD conversion for River South, Autumn Place and Willow Creek and Commissioner Barron seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

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MOTION PASSED.

**AGENDA ITEM NUMBER 12:
CHIEF EXECUTIVE OFFICER REPORT**

Mr. Daniels presented the report. He stated that they had submitted the tax credit applications for Ardentale Senior as well as being part of the Elm Grove. They were hoping to receive clarifications from LHC, but he did feel comfortable where they were on the project.

July 1st, there were salary increases for staff, ranging from 2-4%. They had been audited by the State Department of Civil Service and had received 100% compliance in 14 of the 19 categories. The only area that needed notable improvement was to update job descriptions. Corrective actions had been submitted.

The revised housing plan had been submitted for CNI on September 4th and HUD should respond within thirty days.

Ribbon Cutting and groundbreaking for River South – Phase II and Cypress River Lofts was scheduled for October 10th at 11:30 am.

This concluded presentation of the Chief Executive Officer’s report.

**AGENDA ITEM NUMBER 13:
DEPARTMENTAL REPORTS**

A. FINANCIAL STATEMENTS & REPORTS

This report was not addressed.

B. HOUSING CHOICE VOUCHER PROGRAM

This report was not addressed.

C. PUBLIC HOUSING

This report was not addressed.

D. CAPITAL FUND PROGRAM

This report was not addressed.

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E. HUMAN RESOURCES

This report was not addressed.

Commissioner Payton asked if there were any questions regarding any of the reports. None were voiced.

This concluded the presentation of the departmental reports.

AGENDA ITEM NUMBER 14: PARTNERS SOUTHEAST COO REPORT

This report was not presented.

AGENDA ITEM NUMBER 15: NEW BUSINESS

Commissioner Barron did ask about a groundbreaking that was supposed to be taking place at Cypress River Lofts. Mr. Daniels stated that they were working on the logistics for this and he would update the Board soon.

AGENDA ITEM NUMBER 16: ADJOURNMENT

Commissioner Payton asked if there were any other matters that needed to be brought out in the meeting. None were voiced.

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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