

## Agenda Item – No. 1

### Minutes – September 26, 2023 Regular Board Meeting

**Action:**

1. Approve the Minutes of the September 26, 2023 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*



Ms. Sterling presented the operating budget. She stated that increases in revenue and expenses and the compensation market study with increase in wages and staff training included in the for the AMPs were the highlights. Mr. Daniels added that internal financial controls and austerity measures have been introduced such as CEO signing off on payables every Thursday, thereby, adding an additional level of control and oversight.

Motion was made by Commissioner Brown 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:  
FY 2024 HOUSING CHOICE VOUCHER (HCV)/ PROJECT- BASED VOUCHERS (PBV)  
PAYMENT STANDARDS  
RESOLUTION NO. 2023-14**

Ms. Mejia stated that every fall HUD updates the fair market rent (FMR) for the Baton Rouge metro area in the fall, effective October 1<sup>st</sup>. Based on the fair market rent, HCV uses to determine the rent and the Affordable Housing Department also uses this to determine flat rents. She reminded the board that EBRPHA requested a waiver from HUD to increase the payment standard to 120 % of FMR. She further stated that we were granted that waiver and our intentions are to keep it as long as HUD will allow.

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 4:  
FY 2024 HOUSING CHOICE VOUCHER (HCV)/ PROJECT- BASED VOUCHERS (PBV) UTILITY  
ALLOWANCE  
RESOLUTION NO. 2023-15**

Ms. Mejia stated that each year the utility allowances are addressed and the differences between what is in place and the new calculations is not that significant. We aligned these amounts closer to the realistic calculations.

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

**MOTION PASSED**

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**AGENDA ITEM NUMBER 5:  
FY 2024 PUBLIC HOUSING UTILITY ALLOWANCE  
RESOLUTION NO. 2023-16**

Ms. Mejia presented the item. She stated that the utility allowance update as required by HUD. She explained that across the board some sites only pay for the excess of the allowance and some families directly pay the provider.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 6:  
FY 2024 PUBLIC HOUSING FLAT RENTS  
RESOLUTION NO. 2023-17**

Ms. Mejia presented the item. She stated that flat rent schedule based on fair market rent is determined at eighty percent of the fair market rent.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 7:  
BR CHOICE NEIGHBORHOOD TRANSACTIONAL APPROVAL: PHASE I  
RESOLUTION NO. 2023-18**

- a. PSE GRANT AUTHORIZATION**
- b. PSE LOAN AUTHORIZATION**
- c. GROUND LEASE**
- d. TRANSACTION & DEVELOPMENT AUTHORIZATION**

Ms. Brown presented the item. She stated that the agenda item is for the closing for Phase I of Cypress at Ardendale. The item was prepared by Coats Rose, the transactional attorney and it was vetted by the closing team, including the investor. She continued to state that there are two options, either a direct loan from EBRPHA to the partnership or sub grant from Partners Southeast to the partnership. The goal is to close mid-October.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 8:  
BR CHOICE NEIGHBORHOOD EBR SCHOOLS PROPERTY ACQUISITION  
RESOLUTION NO. 2023-19**

Ms. Brown presented the item. Agenda Items 8 and 9 were voted on “in globo”.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 9:  
ASSET REPOSITIONING: CLARKSDALE SOUTHERN UNIVERSITY DISPOSITION  
RESOLUTION NO. 2023-20**

Ms. Brown presented the item. Agenda Items 8 and 9 were voted on “in globo”.

Mr. Daniels stated that the agenda item will allow EBRPHA to proceed with HUD approval processes and enter negotiations with Southern University.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 10:  
2023 ANNUAL PHA PLAN  
RESOLUTION NO. 2022-21**

Mr. Daniels presented the item. Commissioner Payton asked if everyone had a chance to review the information. Mr. Daniels stated that both Agenda Items 10 and 11 had gone out for public comment and there were no comments received and no one attended.

Agenda Items 10 and 11 were voted “in globo”.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 11:  
2024 ANNUAL PHA PLAN  
RESOLUTION NO. 2023-22**

Mr. Daniels presented the item. Commissioner Payton asked if everyone had a chance to review the information. Mr. Daniels stated that both Agenda Items 10 and 11 had gone out for public comment and there were no comments made and no one attended.

Agenda Items 10 and 11 were voted “in globo”.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 12:  
CAPITAL FUND PLAN  
RESOLUTION NO. 2023-23**

- a. 5-YEAR PLANS: FY 2023-2027**
- b. ANNUAL STATEMENTS: FY 2023**

Mr. Daniels presented the item. He stated that the item is an annual document required by HUD and requires board approval. A public hearing had been held.

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

**MOTION PASSED**

**AGENDA ITEM NUMBER 13:  
CHIEF EXECUTIVE OFFICER REPORT  
a. EXECUTIVE UPDATE**

Mr. Daniels updated the board on the opportunities in the form of recouping fees related to building permits that the Metro Council approved as a result of our advocacy efforts, and the donation of the Paulson Street property with EBR Schools. He continued to state that we participated in the Louisiana

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Homeownership Think Tank Roundtable hosted by Southern University and reminded the board that there will be a CNI panel at NAHRO Conference next week.

**AGENDA ITEM NUMBER 14:**

**DEPARTMENTAL REPORTS**

- b. FINANCIAL STATEMENTS & REPORTS (JUNE & JULY 2023)**
- c. HOUSING CHOICE VOUCHER PROGRAM**
- d. AFFORDABLE HOUSING**
- e. CAPITAL FUND PROGRAM**
- f. HUMAN RESOURCES**

**AGENDA ITEM NUMBER 15:**

**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 16:**

**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 17:**

**NEW BUSINESS**

No new business was voiced.

**AGENDA ITEM NUMBER 18:**

**ADJOURNMENT**

**MEETING ADJOURNED**

**APPROVED**

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**Dianna Payton**  
**Chair**  
**East Baton Rouge Parish Housing Authority**

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**J. Wesley Daniels, Jr.**  
**Secretary/Chief Executive Officer**  
**East Baton Rouge Parish Housing Authority**

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