

Agenda Item – No. 2

Minutes – July 14, 2022 Regular Board Meeting

Action:

1. Approve the Minutes of the July 14, 2022 Regular Board Meeting

Staff Resource(s):

J. Daniels, Secretary/CEO
April Downs, 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

**MINUTES OF THE REGULAR MEETING AND PUBLIC HEARING OF THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF EAST BATON ROUGE PARISH MAIN
OFFICE AT 4731 NORTH BOULEVARD
JULY 14, 2022 AT 12:00 PM**

The Board of Commissioners for the Housing Authority of East Baton Rouge Parish convened in Regular Session on Thursday, July 14, 2022 at 12:00 pm in the main office located at 4731 North Boulevard.

Meeting Called to Order	Commissioner Dianna Payton, Chair
Invocation	Commissioner Chris Brown
Roll Call:	
Members Present	Commissioner Dianna Payton, Chair Commissioner Tyra Banks, Vice-Chair Commissioner Al Barron Commissioner Chris Brown
Members Absent	Commissioner Philip Smith, Jr., Second Vice Chair Commissioner Lynn Farris Commissioner Justin Gaudet

QUORUM PRESENT

Public Comments

Commissioner Payton asked if there were any public comments. None were voiced. 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 MAY 12, 2022.**

Motion was made by Commissioner Barron to approve the minutes for the regular meeting held on May 12, 2022, 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 2:
CAPITAL FUND LOAN COMMITMENT- NORTH BOULEVARD ACQUISITION
RESOLUTION NO. 2022 – 11**

Mr. Daniels presented the item and noted that the Capital Fund Loan Commitment will be a loan to Partners Southeast from the Housing Authority. Mr. Daniels further explained that Partners Southeast will then use some of those proceeds to function as equity for the acquisition of 4550 and 4560 North Boulevard. In addition, a loan from Liberty Bank has been obtained to secure the acquisition, which is projected to close in late August. Mr. Daniels further noted that our operational strategy is to keep the tenants in place at the property which is approximately 53,000 square feet. The majority of the tenants are within the three-story medical office building that sits on the west side of the site, which is approximately 50% occupied. The east side of the property, 4560 is under a 99-year ground lease that does not propose any type of risk to development, with 40 years remaining, expiring in 2062; with a monthly ground lease fee of \$2,000. He further noted that our redevelopment strategy is to first develop a 76-unit senior deal; that which would facilitate the relocation of our Sharlo residents. Commissioner Barron made a motion to approve, and Commissioner Banks seconded the motion. No abstentions or oppositions were noted. No further discussion was made.

MOTION PASSED

**AGENDA ITEM NUMBER 3:
CHIEF EXECUTIVE OFFICER REPORT
A. EXECUTIVE UPDATE**

Mr. Daniels noted that Commissioner Payton was reappointed to the board for another five-year term and that equally as important, Commissioner Brown was awarded Commissioner of the Year by Southwest NAHRO. Mr. Daniels further discussed the matter of the Employee Retention Credit. He noted that the agency could not participate because we are a political subdivision of the state. Mr. DeCuir also noted that specifically all political subdivisions, state government, and local government municipalities are excluded. Mr. Daniels noted that there is an opportunity for Partners Southeast to obtain the credit, given that it is a non-profit. He further noted that we are progressing in efforts of playing a supplemental role with New Roads; that our intention is to take over the program permanently in January 2023. He continued stating that the agency received awards at the Southwest NAHRO including Special Accomplishment by Agency, due to our partnership with EBR schools, the Tech-ready Program, providing our families with laptops, WIFI's and Google tablets, the Nan McKay Scholarship, and the Single Accomplishment by an Employee. Mr. Daniels further discussed that there has been turnover in some positions and commended the leadership team for stepping up. Commissioner Payton asked if there were any questions. None were voiced.

This concluded the report.

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**AGENDA ITEM NUMBER 4:
DEPARTMENTAL REPORTS**

The departmental reports were included in the board packets distributed to the board members prior to the board meeting.

- A. CHIEF OPERATING OFFICER REPORT**
- B. FINANCIAL STATEMENTS & REPORTS (APRIL/MAY 2022)**

Mr. Daniels presented the April and May 2022 financials. Discussion was made regarding employee retirement, time accrual payout and operations. Commissioner Payton asked if there were any further questions about finance. None were voiced.

This concluded the report.

- C. HOUSING CHOICE VOUCHER PROGRAM**
- 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.

**AGENDA ITEM NUMBER 5:
BR CHOICE NEIGHBORHOOD REPORT**

The departmental reports were included in the board packets distributed to the board members prior to the board meeting.

**AGENDA ITEM NUMBER 6:
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.

**AGENDA ITEM NUMBER 7:
NEW BUSINESS**

No new business was addressed.

**AGENDA ITEM NUMBER 8:
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**