

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF MONROE, LOUISIANA, HELD
ON THURSDAY, JULY 6, 2017

The Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, met in Special Session at 11:30 A.M. on Thursday, July 6, 2017 at the office of the Housing Authority of the City of Monroe, Louisiana located at 300 Harrison Street, Monroe, Louisiana 71201. The Board met in joint session with the Monroe Housing Facilities Corporation Board and the Properties for Retired Living Board. The Monroe Housing Authority Board met for the following purposes:

Those present and absent were as follows:

Present: Chairman Hal Hinchliffe, Vice-Chairman Rick Miller, and Commissioners Joe Farr and Patricia Gix

Absent: None

Also present were: Frank L. Wilcox, Monroe Housing Authority Executive Director, Bobby Simmons, Deputy Director, Cheryl Farmer, Director of Operations, Janet Sanderford Administrative Director, Karen Crowell, Executive Staff Officer, and Jim Rountree, Attorney. PRL Board attendees: Joe Farr, Lynda McGehee, Cheryl Farmer, Isaiah Woods, Jerry Beene, Gladys Smith, Patricia Gix, Sharon Taylor, William Smart, Hal Hinchliffe

Guest in attendance were: Janet Wells, consultant and Naomi Grayson Monroe Housing Authority Supervisor Section 8-Housing Choice Voucher Program

NOTICE OF SPECIAL MEETING

TO: Mr. Hal Hinchliffe, Chairman
Mr. Rick Miller, Vice Chairman
Dr. Henry Bonner, Jr., Chairman Emeritus
Mr. Joe Farr, Commissioner
Ms. Patricia Gix, Commissioner
Mr. James A. Rountree, Attorney

You are hereby notified that the Board of Commissioners of the Housing Authority of the City of Monroe is called to meet in Special Session at 11:30 A.M. on Thursday, July 6, 2017 meeting jointly with the Properties for Retired Living Board at 300 Harrison Street, Monroe, Louisiana 71201 for the following purposes:

1. Approve Minutes of Previous Meeting
2. Any other business that may come before the Board

HAL HINCHLIFFE, CHAIRMAN
/k/hh

Dated this June 29, 2017

Chairman Hal Hinchliffe called the meeting to order and William Smart was asked to open the meeting with a prayer.

Chairman Hinchliffe asked the Board for any comments regarding the June 8, 2017 meeting. There were none and Commission Joe Farr introduced a motion that the Minutes of the previous meeting be approved. Commissioner Patricia Gix seconded the motion and it carried unanimously.

Chairman Hinchliffe then called on Mr. Frank Wilcox, Executive Director, to provide the Executive Director's Management Reports. Mr. Wilcox presented the Members with correspondence received from the Government Finance Officers Association in which Monroe Housing Authority was awarded the Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report. Mr. Wilcox recognized the exceptional

work of the management and staff of the accounting department, a sentiment echoed by all those present.

Mr. Wilcox then provided the Board with a litigation update regarding a past recapture of operating funds. Mr. Wilcox advised that, barring an appeal from HUD, an estimated \$743,963, excluding legal fees, would be forthcoming in proceeds from the recent Judgment.

Mr. Wilcox then asked the Board to confirm, by Resolution, and for the record, a matter that, due to its time sensitive nature, was approved by phone/e-mail vote on June 13, 2017. Chairman Hinchliffe recused himself due to a conflict of interest related to business matters and temporarily left the meeting. Vice-Chairman Rick Miller took control of the meeting. After discussion, Commissioner Joe Farr introduced the following Resolution:

RESOLUTION # 3587

A RESOLUTION AUTHORIZING MONROE FACILITIES TRUST TO GUARANTEE
THE LENDER CONSTRUCTION LOANS FOR WORKFORCE RENTAL
HOUSING THROUGH THE LOUISIANA COMMUNITY DEVELOPMENT
BLOCK GRANT / LOUISIANA NEIGHBORHOOD LANDLORD RENTAL /
FLOOD RECOVERY FUNDING PROGRAM

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana that Monroe Facilities Trust is hereby authorized to guarantee the lender construction loans for workforce rental housing through the Louisiana Community Development Block Grant / Louisiana Neighborhood Landlord Rental / Flood Recovery Funding Program.

The above resolution was seconded by Commissioner Patricia Gix and carried the following vote:

AYES: Vice-Chairman Rick Miller and Commissioners Joe Farr and Patricia Gix

NAYS: None

ABSTAIN: Chairman Hal Hinchliffe

Chairman Hinchliffe returned and retook control of the meeting.

Mr. Wilcox called on Janet Wells to provide the Board with an update on the applications for flood recovery funding. Ms. Wells informed the Members that two applications have been submitted and are pending approval from Louisiana Housing Corporation. She also said that additional applications were being prepared and should be submitted over the next few weeks. The Board thanked Ms. Wells for her report.

Mr. Wilcox then called on Todd Little to provide the Members with an update on the status of the Tax Credit application for St. John Plaza and the funding for Robinson Place II. Mr. Little stated that a Tax Credit application for St. John Plaza was being prepared and would be submitted prior to the upcoming deadline. Mr. Little advised the Board that the project scored well, and there was a high probability the application would be approved. Regarding Robinson Place II, Mr. Little stated that the deal had turned out to be extremely complex in nature due to the financing structure; however, he felt confident that the deal should go to closing soon. The Board thanked Mr. Little for his report.

Mr. Wilcox then moved on to a request for approval of the revised Agency Plan, revised 5 year Plan, and the 2017 ACC and Annual Statement. After discussion, Commissioner Patricia Gix introduced the following Resolution:

RESOLUTION # 3588

A RESOLUTION AUTHORIZING APPROVAL OF THE PROPOSED REVISED ANNUAL
PLAN, REVISED 5 YEAR PLAN, AND THE 2017 ACC AND ANNUAL STATEMENT

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana that the revised 5 year Plan, the 2017 ACC and Annual Statement, and the revised Annual Plan, including revision to the PHA's ACOP and transition to site-based wait list, are hereby approved.

The above Resolution was seconded by Vice Chairman Rick Miller and carried the following vote:

AYES: Chairman Hal Hinchliffe, Vice Chairman Rick Miller and Commissioners Joe Farr and Patricia Gix

NAYS: None

Mr. Wilcox then brought the Board's attention to a request for permission to designate 30 Vouchers as Project Based Vouchers for St. John Plaza. After discussion, Commissioner Farr introduced the following Resolution:

RESOLUTION # 3589

A RESOLUTION AUTHORIZING ALLOCATION OF PROJECT BASED
VOUCHERS FROM MONROE HOUSING AUTHORITY
TO ST. JOHN PLAZA

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana that the proposal to allocate 30 Project Based Vouchers to St. John Plaza is hereby approved.

BE IT FURTHER RESOLVED that these Vouchers will be authorized for use at St. John Plaza upon the award of the 2017 Tax Credit funding.

The above resolution was seconded by Commissioner Gix and carried the following vote:

AYES: Chairman Hal Hinchliffe, Vice-Chairman Rick Miller, and Commissioners Joe Farr and Patricia Gix

NAYS: None

Mr. Wilcox presented a request for authorization for Monroe Facilities Trust to pay for the following costs for the Tax Credit application for South Pointe IV, Inc. for St. John Plaza: Louisiana Housing Corporation, \$4,500.00, for the Market Study, and Little & Associates, \$13,000.00, for the application. After discussion, Commissioner Joe Farr introduced the following Resolution:

RESOLUTION # 3590

A RESOLUTION AUTHORIZING MONROE FACILITIES TRUST TO PAY
FOR THE FOLLOWING TAX CREDIT APPLICATION COSTS
FOR SOUTH POINTE IV, INC. FOR ST. JOHN PLAZA

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana that Monroe Facilities Trust is authorized to pay for the following Tax Credit application cost for South Pointe IV, Inc. for St. John Plaza: Louisiana Housing Corporation, \$4,500.00, for the Market Study, and Little & Associates, \$13,000.00, for the application.

BE IT FURTHER RESOLVED that, should South Pointe IV, Inc. receive the applied for Tax Credit funding, Monroe Facilities Trust is to be reimbursed these costs.

The above resolution was seconded by Vice-Chairman Rick Miller and carried the following vote:

AYES: Chairman Hal Hinchliffe, Vice-Chairman Rick Miller, and Commissioners Joe Farr and Patricia Gix

NAYS: None

Mr. Wilcox advised the Members that the financial reports were available for review. There were no questions. This concluded the Executive Directors Reports.

Then, there being no further business, Vice-Chairman Miller made a motion to adjourn the meeting. Commissioner Gix seconded the motion and it carried unanimously. The meeting was adjourned.

HAL HINCHLIFFE, CHAIRMAN

FRANK L. WILCOX, SECRETARY

CERTIFICATE

Frank L. Wilcox, the duly appointed, qualified and acting Secretary of the Housing Authority of the City of Monroe, Louisiana, do hereby certify that the attached extract from the Special Meeting of the Board of Commissioners of said Authority held on Thursday, July 6, 2017 is a true and correct copy of the Original Minutes of said Meeting on file and of record insofar as said attached extract, and I do further certify that each such Resolution appearing in said attached extract is a true and correct copy of Same Resolution adopted at said meeting on file and of record.

IN TESTIMONY WHEREOF, I have set my hand and the seal of said Authority this 6thth day of July, 2017.

FRANK L. WILCOX, SECRETARY

(SEAL)